



BRIDPORT TOWN COUNCIL

ANNUAL REPORT 2013-2014



I am very pleased to present the Town Council's Annual Report for the year 2013/14. The report provides a summary of the Council's activities during the year, both in terms of its services and projects delivered.

Councillor Maggie Ray, Town Mayor and Chairman

Report on Town Council Activities 2013-14

Allotments: The Town Council continues to manage a number of allotment sites in the area and to look for new sites. In total, it has 170 allotments and at the current time (June 2014) there are 36 people in the parish on the waiting list.

Asker Meadows: This open space is very well used following the improvement works undertaken last year. There has been a lot of tree planting on the Meadows and further plans are being drawn up for the management of the site and the adjoining New Zealand site.

Borough Gardens: The Town Council has worked with a new community group to redesign the area and undertake new planting.

Bridport Football Club: The Transfer of the football club land and car park, from West Dorset District Council to the Town Council, was completed during the year. The District Council will manage the car park on behalf of the Town Council for a year, with the proceeds divided evenly between the Football Club and Town Council.

Bridport Local Area Partnership: The Local Area Partnership (BLAP), funded by the Town and District Councils, continues to successfully represent a large number of community groups and local councils. It has a membership of 10 local councils and more than 100 local community groups, organisations and individuals.

CCTV: The Town and District Councils continue to fund the provision of the town centre CCTV scheme.

Cemetery: The Cemetery provides a service for people within and outside the parish and is maintained by the Town Council.

Community Justice Panels: The Town Council continued to work with a number of partners on the project, which has now been extended to Dorchester and is due to start in Sherborne. It is now known as the West Dorset Neighbourhood Justice Panel.

Consultation: The Town Council responded to a large number of consultation exercises from national and local government over the past year.

Democracy - Working With Young People: The Town Council has hosted meetings this year of the Bridport Area Youth Council, involving students from The Sir John Colfox School and local primary schools. It also hosted an annual Democracy Day event with Colfox students.

Events: The Town Council was represented at the Charter Fair, Food Festival, Melplash Show and the Spirit of Bridport community event, as well as providing support for the Christmas Festival. It also assisted with the organisation of a number of events, including the Remembrance Parade and Service. The Town Council provided flags and bunting for the town last summer and put up lights at Christmas.

Environment and Social Wellbeing Committee: The Committee progressed a number of issues including the environmental audit of the Council's buildings and co-ordinated the Council's response on the Bridport Adult Social Care consultation. The Town Council's system of photovoltaic panels continued to perform well and generate income from the feed in tariff.

Finances: The Town Council's budget remains healthy, and the final grants towards the Town Hall project have been received.

Grants: The Town Council provides financial assistance to a range of organisations and community groups. In total £24,575 was awarded in 2013/14.

Highways and Transportation Sub Committee: Local traffic management schemes, such as new waiting restrictions, have to receive the support of this Town Council Sub Committee before being considered by the highway authority, Dorset County Council. The Sub Committee looked at a large number of such schemes. The Town Council, in partnership with West Dorset District Council, again operated the West Bay/Bridport Park and Ride Scheme during the summer holiday period.

Land Transfers: The transfers to the Town Council of the following land was completed over the past year:- Land at Bridport Football Club, additional land at Asker Meadows and the New Zealand site and discussions continued regarding the transfers of the Fisherman's Green, the former public toilets building and the Salt House at West Bay.

Lengthsman: The Bridport Area Lengthsman post is funded by the Town Council and the local councils participating in the scheme - Bothenhampton & Walditch, Symondsburry and Bradpole parish councils. The work of the Lengthsman includes gully clearing, repairing notice boards, removing fly posting, grass cutting, removal of weeds and repairing benches throughout the town and similar tasks.

Market: The importance of the market to the town was highlighted again this year with it being mentioned in nominations for Bridport in national awards for high street of year (Daily Telegraph) and best market town (BBC Countryfile magazine). The market continued to do well, with an average of 34 stalls on Wednesdays and 74 on Saturdays. On 13 Saturdays, 100 traders or more attended.

Market & Business Liaison Sub Committee: The remit of this Town Council Sub Committee was extended during the year and it now includes representatives from the Bridport Area Tourism Association, Chamber of Trade and Commerce, Market Traders' Forum and the Bridport Local Area Partnership. The Sub Committee will be looking at how best to promote the town and related issues, including overseeing the production of a new Town Guide.

Multi Use Games Arena: During the year and with funding from Sport England and other funders, the Town Council installed a new multi use games arena next to the football club.

Neighbourhood Plan: The Town Council agreed to participate in a neighbourhood plan for the area, alongside the parishes of Allington, Bothenhampton & Walditch, Bradpole and Symondsburry. This will be a major project for the area, with the opportunity for the community to develop a plan that, if approved at a referendum, will become a statutory planning document.

Priory Lane - Community Orchard: The Bridport Community Orchard Group, in partnership with the Town Council, manages the Orchard site and hosts a number of established and popular events during the year, including the Apple Day and Wassailing events. The Group also manages the Town Council owned open space at the top of Park Road.

Planning: The Town Council is a consultee for planning applications. Over the past year, 161 applications were reported to its Plans Committee and comments passed to West Dorset District Council.

Play Areas: The Town Council maintains a number of play areas, including the very popular West Bay Play Area. During the year, it provided a new piece of equipment in the St Mary's play area.

Skate Park: Following meetings with a steering group of young people, work started on improvements to the skate park.

Spirit of Bridport: The Town Council acted as the accountable body for the Chalk and Cheese funding to support the project, which, amongst other items, funded the production of the well received Bridport videos. The Town Council was represented at the Annual Spirit of Bridport Community event, which was very well supported.

Town Hall: The Heritage Lottery Funded project was concluded during the year with the final building work signed off. The project came in under budget and now enables the Town Hall to be fully accessible and open to the public six days a week.

Street Lighting: New heritage street lights were installed in the town centre during the year, funded by the Town Council and West Dorset District Council. This project has ensured that there are no additional columns in the town centre and that the replacement columns are in keeping with the street scene and conservation area.

The Weather: The Town Council provided assistance once again this winter, with the distribution of sand bags and it is working with the Communities Living Sustainably project on the production of a Community Resilience Plan.

West Bay: The Town Council has a representative on the newly formed West Bay Forum and made a grant towards the Forum's start up costs. The Town Council supported the Forum's request to the District Council, that the traffic enhancement scheme be reviewed, including the pinch point, the priority turn into West Bay and a crossing from the shops to the Church. The Town Council hosted Wednesday evening markets last summer and will be looking this Summer to deliver its project for a water sports facility in the former public toilets building on Fisherman's Green.

Conclusion: I would like to thank all the Town Council staff for their work over the year and say what an honour it has been to serve as Town Mayor for the past year.

**Councillor Maggie Ray Town Mayor and
Chairman of the Council 2013/14**

Report from the Leader of the Council

I am very pleased to say that, once again this year, we have very successfully worked in partnership with the many community organisations and agencies in Bridport and West Bay, to help deliver services and projects on behalf of the area.

There have been and will be challenges for the Town Council, with pressures on all aspects of local government finance. Over the coming year, we will be entering into discussions with the District and County Councils on the future provision of services in Bridport and West Bay. We are looking to ensure that the Town Council is in position to respond to these challenges and seek to ensure the continued delivery of services and projects that local people have identified as important.

Finally, I'd like to say what a pleasure it has been to be Leader of a Town Council that continues, with the support of a vast number of partners, to achieve so much for the people of Bridport and West Bay.

**Councillor Sarah Williams
Leader of the Town Council 2013/14**

Bridport Town Council

Bridport Town Council is the parish authority for the town of Bridport. It is the fourth tier of government after Parliament, the County Council and the District Council. Its legal powers are granted to it and regulated by legislation. The Town Council supplements the provision of local government services in Bridport and provides a range of social and recreational facilities, while promoting and representing the town with other national and statutory bodies.

The Town Council offices are at
Mountfield, Rax Lane, Bridport, Dorset DT6 3JP.
Tel. no. 01308 456722
Fax no. 01308 456112
Email address: enquiries@bridport-tc.gov.uk
Website: www.bridport-tc.gov.uk

The Council's offices are open Monday to Friday,
8.30 am–5.00 pm (Friday 4.30 pm).

Staff

Town Clerk: Bob Gillis
Town Surveyor: Daryl Chambers
Finance & Office Manager: Paul Fuszard
Community Planning Officer: Tessa Greenaway
Administrative Officer: Linda Bullock
Office Staff: Jill Cox, Steven Yarde
Caretaker/Cleaner: Clare Violet
Senior Groundsman: Robert Goodland
Groundsman: Sean Coombs
Groundsman/Market Superintendent: Ray McLaren
Cemetery Superintendent: Paul Violet
Lengthsman: Kevin Eden
Apprentice: Loren Winters

The Town Mayor, Deputy Mayor and Leader

The Town Mayor for the coming year 2014-2015 is Councillor Maggie Ray, and her deputy is Councillor Geoffrey Ackerman. Councillor Sarah Williams is Leader of the Council for 2014-2015.

The Council and its Committees

The full Council oversees all the activities of the Town Council. It appoints three main committees - Plans, Finance & General Purposes and Environment & Social Wellbeing. These are supported by a number of sub committees and working groups.

The Town Council meets six times a year at 7.00 pm on a Tuesday. The Plans Committee meets monthly on Mondays. The Finance and General Purposes and Environment and Social Wellbeing committees meet on Wednesdays, four or five times a year. The sub committees meet quarterly.

Agendas are normally issued seven clear days before the meetings and are posted on public notice boards throughout the town and on the Council's website.

The press and public are welcome to attend all committee, sub committee and full Council meetings and the public may put questions or make statements on any matter on the agenda, in a 30 minute public forum at the beginning of all of these meetings.

The minutes should be available within ten working days following the meeting. They are available at the library, at the Council offices at Mountfield and on the Town Council website.

Information on all the Town Council's services, meetings and projects is available at www.bridport-tc.gov.uk.

Town Councillors

Bridport's eighteen town councillors represent the two wards in the town. They are elected every four years. The next elections will take place in May 2015. The Town Councillors for each ward are as follows:

South Ward

G.J. Ackerman 31, Crock Lane DT6 4DF
01308 458098
Miss S.A. Brown 67, North Allington DT6 5DZ
01308 423078
E.T. Colfox North End Farm, North Chideock DT6 6JY
07768 646434
D.G. Rickard Rydens, Westown, Bothenhampton
DT6 4BQ 01308 420908
Ms G.E. Summers 31, Victoria Grove DT6 3AD
01308 421966
D.R. Tett 1, De Legh Grove, West Allington DT6 5QY
01308 425070
Ms A-M Vincent 9, Newfoundland, Bradpole DT6 3JB
01308 459308
K.G. Wallace The George, 43 Main St, Bothenhampton
DT6 4BJ 01308 456454
Ms S.J. Williams 88A, South Street DT6 3NW
01308 459433

North Ward

P.J. Colfox 1, Mill Lane, Symondsburry DT6 6HQ
07918 188497
Ms R.C. Kayes 4, Gore Terrace, Bradpole DT6 3JD
07920 850167
P.J. Lathey 83, Orchard Crescent DT6 5HA
01308 456776
Ms G.E. Massey The Retreat, 15 Rax Lane DT6 3JW
01308 423817
J.T. May 3, The Sidings, St. Andrews Road DT6 3BN
07748 682810
C.O. Michell 8, The Buildings, Symondsburry DT6 6HD
01308 423833
C.M. Ray 11, Cordova Gardens DT6 3NG
01308 459095
Mrs M.J. Ray 11, Cordova Gardens DT6 3NG
01308 459095
Mrs E.A. Rickard Rydens, Westown, Bothenhampton
DT6 4BQ 01308 420908

BALANCE SHEET AS AT 31 MARCH 2014**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2014**

	£		£
CURRENT ASSETS		INCOME	
Payments in advance	6,770	Precept	428,224
Debtors	76,364	Council Tax Support Grant	58,237
Money Market Deposits	202,608	Interest	719
Cash at Bank	361,069	Allotments	3,890
Cash in Hand	<u>86</u>	Cemetery	23,201
		Frontages	390
TOTAL ASSETS	646,897	Market	88,743
		Amenity Areas and Playing Fields	4,125
CURRENT LIABILITIES		Mountfield	53,492
Creditors	<u>59,557</u>	Salt House	4,806
		Town Hall	31,089
NET ASSETS	<u>587,340</u>	Parish Clustering	11,400
		Community Initiatives	1,020
REPRESENTED BY:		Park and Ride	3,800
General reserve 1 April 2013	366,596	CCTV	16,837
Transfer from earmarked reserves	92,341	Town Plan Projects	56,500
Net surplus for the year	28,200	Salary contributions	<u>18,635</u>
			805,108
General reserve 31 March 2014	487,137	EXPENDITURE	
Earmarked reserve 1 April 2013	91,652	Administration	215,813
Contribution to reserves	73,888	Office expenses	11,841
Town Hall capital grants received	107,463	Mountfield	37,926
Transfer to general reserves	-92,341	Salt House	2,703
Earmarked funds expended	-80,459	Town Hall	33,461
		Cemetery	42,037
Earmarked reserve as at 31 March 2014	<u>100,203</u>	Civic	5,738
		Members' Allowances	10,905
TOTAL RESERVES	<u>587,340</u>	Market	30,950
		Amenity Areas and Playing Fields	135,693
		Parish Clustering	26,814
		Grants and Donations	24,575
		Community Planning	38,141
		Park and Ride	7,313
		CCTV	21,080
		Town Plan Projects	105,521
		Other services	<u>26,397</u>
			<u>776,908</u>
		NET SURPLUS FOR THE YEAR	<u>28,200</u>

The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2014 and reflects its income and expenditure during the year.