

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the meeting of the BEST VALUE, SCRUTINY AND BRIDPORT AND WEST BAY TOWN PLAN SUB COMMITTEE of Bridport Town Council held at Mountfield, Bridport on Tuesday 8 December 2015 at 11.00am

PRESENT Cllr Miss S.A. Brown (Chairman)

 Cllrs: G.J. Ackerman Mrs M.J. Ray
 K.C. Clayton D.G. Rickard
 W.B. Irvine Mrs E.A. Rickard
 C.M. Ray Ms S.J. Williams (ex officio)
 (from 11.30am)

PUBLIC FORUM

There were no members of the public present.

26. APOLOGIES

Apologies for absence were received from Cllr K.A. Day.

27. MINUTES

The minutes of the meeting of the Best Value, Scrutiny and Bridport and West Bay Town Plan Sub Committee held on 8 September 2015 were confirmed as a correct record and signed by the Chairman.

28. DECLARATIONS OF INTEREST

With reference to the Code of Conduct, the following interests were declared under Appendix B of the Code (non-pecuniary interests).

Minute 30 – Councillors D.G. Rickard and Mrs E.A. Rickard as members of Transition Town Bridport.

In accordance with paragraph 12 of the Code, and Paragraph 35(c) of Standing Orders, Councillors D.G. Rickard and Mrs E.A. Rickard left the room during the decision making and voting on the grant application for Transition Town Bridport.

Minute 31 - Grants to Larger Organisations – the general renewal of the current SLAs was considered and individual grants were not discussed.

29. INTERNAL AUDIT REPORT 2015/16

Consideration was given to a report of the Internal Auditors, ENCL: 3036.

The Auditors had reported that the various records and procedures in place provide a good standard of control and no formal recommendations were made for the period April to August 2015 for these transactional elements.

Members were pleased with the report and thanked the Finance and Office Manager for all his work.

RESOLVED: that the Internal Audit Report for the period April to August 2015 be noted.

30. TOWN COUNCIL GRANTS TO SMALLER BODIES 2015/16

Consideration was given to a report of the Town Clerk, ENCL: 3037.

The Sub Committee considered each grant in turn, having regard to the Town Council's agreed criteria for grants and the application forms submitted.

Following discussion of each grant, it was RECOMMENDED:

(a) that the following grants be approved under the Power of General Competence:

	£
Chancery House Day Centre – replacement wheelchairs	270
Transition Town Bridport – Go, Grow and Glow need further support to continue with the work	500
Bridport Women’s Institute – Replacement door and render wall	500
Gig Club – Board out the loft space in the boat house to store equipment.	250
The Living Tree – Arts and crafts workshops	250
West Bay Community Forum – Extend planting throughout West Bay.	250
Total Small Grants	2,020

(b) that the following grants be earmarked in the budget and the Town Clerk be given delegated authority to release the funding, subject to receiving more information as below:

Opera Circus – A five day youth art workshop – it was asked if more detail could be provided on the event.	500
Bridport Youth Football Club – Hire of pitches, training equipment and insurance. Need more information on the constitution of the group.	250

(c) that the following application be not supported at this time, as it was considered that it did not meet the criteria: Doppleganger Productions £500 for a WWI Production at the Town Hall, but that the proposal to charge a reduced rate for the hire of the Town Hall (at the community rate) be supported.

31. GRANTS TO LARGER ORGANISATIONS

The Town Clerk reported on the SLA meetings with the four organisations, whose current service level agreements end on 31 March 2016. Meetings had been held with the Museum, Arts Centre, Leisure Centre and Citizens’ Advice Bureau. The Leader of the Council also attended each meeting. It was proposed that the levels of funding and SLAs should remain unchanged, but that the SLA’s should retain provision for an annual funding review.

RECOMMEND: that the current Service Level Agreements be extended for a further three years from 1 April 2016. The annual funding levels being:

Arts Centre	Leisure Centre	CAB	Museum	TOTAL
£6,000	£4,000	£5,000	£3,500	£18,500

32. HEALTH AND SAFETY

The Town Clerk reported on the Action Plan Implementation and it was

RESOLVED: that the Town Clerk be given delegated authority to complete the Action Plan.

33. STANDING ORDERS WORKING GROUP

Consideration was given to the notes of the first meeting of the Standing Orders Working Group, ENCL: 3039.

Members commented that the designation of additional non-councillors on other bodies needed to be looked at and also it noted that the Working Group would be looking at decision making structures and potential different ways of working.

RESOLVED: that the notes of the meeting of the Standing Orders Working Group be received.

34. TOWN PLAN

The Town Clerk presented a list of priority 1 schemes and proposed that the draft Plan should be looked at by the Budget and Service Review Working Group in early January, prior to being submitted to the Finance and General Purposes Committee and Council.

RESOLVED: that the update be noted and the process to finalise the Plan be agreed as above.

35. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw.

36. FUTURE PROJECTS / DRAFT ESTIMATES 2016/17

Consideration was given to a report of the Town Clerk, ENCL: 3038.

Members were reminded that no decisions were being taken at this time and that the budget and level of precept for 2016/17 would be considered at the Finance and General Purposes Committee on 20 January 2016 and be recommended to the full Town Council on 26 January 2016.

Members considered the draft budget and agreed that this should go forward for consideration to the Finance and General Purposes Committee and Council.

The meeting closed at 12.30 pm.

The next meeting of this Sub Committee will be held on 1 March 2016