

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 20 September 2016 at 7.00 p.m.

PRESENT Cllr Ros Kayes – Town Mayor (in the Chair)

Cllr	Geoffrey Ackerman	Frances McKenzie
	Sandra Brown	Gillian Massey
	Kelvin Clayton	Maggie Ray
	Eddie Colfox	Martin Ray
	Keith Day	Anne Rickard
	Teresa Harrison	Dave Rickard
	Sarah Horniman	Sarah Williams
	Julian Jones	

## **OPEN PUBLIC FORUM**

Monica King and Alan Heeks of the Bridport Cohousing project spoke to update the Town Council on the latest position with the project and the proposed further planning application. This would provide more affordable homes and self-build plots on land just west of Bridport Hospital. Members welcomed the update, although they did not comment on the planning merits of the scheme, as it would be considered at a future Planning Committee.

Mr Robin Wilkinson raised the issue of health and safety in respect of using ladders against the street lighting columns, for putting up and taking down banners. The Town Clerk replied that lampposts used for the banners were installed by the County Council's approved contractors in the past couple of years, with the necessary brackets to enable banners to be displayed. The new posts enabled increased loadings (such as banners) to be applied. This would not be the case with the older lampposts. The procedure to put up and take down the banners was undertaken in accordance with all relevant health and safety guidelines. He would ensure that Mr Wilkinson received a more detailed response to confirm the position.

There was a discussion by councillors in the Open Public Forum on the proposal being considered by Dorset Councils to reduce the number of principal councils (county and district councils) in Dorset, from nine to two in 2019. There were no members of the public in attendance for this item and the Town Council's comments are shown in these minutes (no.25 (f) Finance and General Purposes Committee).

## **22. APOLOGIES**

Apologies for absence were received on behalf of Cllrs Jeremy Brodie, Barry Irvine for lateness and Cllr Frances McKenzie due to attendance at another meeting.

**23. MINUTES**

The minutes of the meeting held on 21 June 2016 were confirmed as a correct record and signed by the Town Mayor (Chairman) subject to noting that Councillor Frances McKenzie had given her apologies for the meeting.

**24. DECLARATIONS OF INTEREST**

All the previously recorded interests declared under this item in the Committee minutes were noted.

Cllr Frances McKenzie declared a general interest in the minutes of the Planning Committee, as a member of the West Dorset District Council's Planning Committee.

**25. STANDING ORDER 14 (b)**

There were no questions pursuant to standing order 14(b).

**26. MINUTES OF COMMITTEES**

(a) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 27 June 2016 were presented by the Committee Chairman, Councillor Sarah Williams.

RESOLVED: that the minutes of the meeting of the Planning Committee held on 27 June 2016 be received.

(b) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 25 July 2016 were presented by the Committee Chairman, Councillor Sarah Williams.

RESOLVED: that the minutes of the meeting of the Planning Committee held on 25 July 2016 be received.

(c) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 15 August 2016 were presented by the Committee Chairman, Councillor Sarah Williams.

Members expressed concerns at the decision of West Dorset District Council's Planning Committee to grant the retrospective application to allow the replacement of the sloping windows on the Cafe Royal, Tannery Road. The Town Clerk was asked to write to the District Council, to express the Town Council's disappointment that this decision had been made.

RESOLVED: that the minutes of the meeting of the Planning Committee held on 15 August 2016 be received.

(d) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 5 September 2016 were presented by the Committee Chairman, Councillor Sarah Williams.

RESOLVED: that the minutes of the meeting of the Planning Committee held on 5 September 2016 be received.

(e) ENVIRONMENT AND SOCIAL WELLBEING COMMITTEE

The minutes of the meeting of the Environment and Social Wellbeing Committee held on 7 September 2016 were presented by the Committee Chairman, Councillor Dave Rickard.

It was noted that Councillor Eddie Colfox had given his apologies for this meeting.

In response to a question regarding the introduction of charging for some items at the Waste Transfer Station, it was asked that the Town Clerk contact Dorset Waste Partnership for information on income and whether the level of fly tipping was being monitored, following the introduction of charging for some items. It was agreed that this issue should be raised at the next Environment and Social Wellbeing Committee.

RESOLVED: that the minutes of the meeting of the Environment and Social Wellbeing Committee held on 7 September 2016 be received and the recommendation therein be adopted as set out below: -

(Minute 25) USE OF FIELDS IN WEST BAY

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and:

RESOLVED: that the Town Clerk write to West Dorset District Council regarding the use of the fields between West Bay Road and the River Brit.

(f) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 14 September 2016 were presented by the Committee Chairman, Councillor Maggie Ray.

RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 14 September 2016 be received and the recommendations therein be adopted, as set out below (each recommendation was moved, seconded and declared to be carried):-

(Minute 39) FINANCIAL ESTIMATES 2016/2017 – 1<sup>ST</sup> REVISION

RESOLVED: that the 1<sup>st</sup> revision of the estimates for the year 2016/2017 be approved.

(Minute 40) LOCAL GOVERNMENT REORGANISATION (“RESHAPING YOUR COUNCILS”)

Members discussed this item and, in addition to the comments reported in the Committee minutes, members added the following:

- There was concern expressed about the reported proposed deferral of the County Council elections, bearing in mind that no decisions had yet been taken.
- There was no reference in the consultation document to the role of town and parish councils, in service delivery. It would be important to highlight how town and parish councils work together locally.
- It was essential to ensure that locally important services were safeguarded.
- There would be an increased workload for councillors in new unitary councils.
- Overall, it was felt that this needed to be considered further and the final response agreed at a workshop of all members.

RESOLVED: that the Town Clerk be given delegated authority to submit the response, subject to further consideration at a members' workshop. The response to include the comments of members at this meeting and the Finance and General Purposes Committee.

(Minute 42) EXTERNAL AUDIT 2015/16 - OUTCOME

The Town Clerk reported that whilst formal confirmation was awaited, it was understood that no issues had been raised in the Audit. The Finance and Officer Manager was congratulated on such a good outcome.

RESOLVED: that the latest position on the External Audit be noted and, subject to confirmation from the Auditor, the completed Statement of Accounts and Annual Governance Statement 2015/16 be approved.

(Minute 44) COUNTY COUNCIL HIGHWAY MAINTENANCE PROPOSALS

RESOLVED: that the proposals from Dorset County Council for the community or local councils to deliver or contribute to the costs of minor highways work be noted and the options be considered by the Highways Working Group and the potential costs be reported back.

(Minute 52) FLAG FLYING POLICY

RESOLVED: that the Town Council's flag flying policy be confirmed, subject to the following amendments:

- Merchant Navy Association Flag to be flown on 3 September.
- other flags may be flown with the agreement of the Town Clerk, in consultation with the Town Mayor and the Leader of the Council. If a flag was not held by the Town Council and if agreed to be flown, then this be subject to the flag being provided.

(Minute 62) HONORARY TOWNSPERSON NOMINATIONS

RESOLVED: that this item be taken in closed session, at the end of the meeting.

**27. OUTSIDE BODIES – NOMINATIONS**

The Town Clerk reported the following amendments proposed to Town Council representation on outside bodies:

Cllr Terry Harrison to replace Cllr Sarah Williams on the Hat Festival Committee.  
Cllr Sarah Horniman to replace Cllr Sandra Brown on the Jurassic Coast Community Forum.

RESOLVED: that the amendments be approved as set out above.

**28. OPEN PUBLIC FORUM**

RESOLVED: that the topic for discussion at the next full Council meeting would either be the Clinical Services Review or (if the consultation on the review had not started) Use of Public Buildings, including the latest on the Bridport Hub.

**29. COMMUNICATIONS**

The following items were reported for information:

- (1) The Town Mayor reported her list of engagements, ENCL: 3134 and thanked the Deputy Town Mayor, Cllr Anne Rickard, for all her support.
- (2) The Leader of the Council reported that the Budget and Service Review Working Group would be meeting on Friday 7 October.
- (3) The Town Clerk reported that precept "capping" may be extended to Bridport Town Council, as a larger town, within the proposed criteria which was being consulted on by the Government. The Town Council's response would be part of the discussion at the meeting on Friday 7 October.

**30. 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.

**31. HONORARY TOWNSPERSON NOMINATIONS**

The Town Clerk reported the nominations received.

The Honorary Townsperson policy states that, other than in exceptional circumstances, the award shall be made on no more than one occasion in the four year period of a Council. A further award can be made, but only if the exceptional circumstances are agreed by the Council.

Following discussion, it was felt that bearing in mind the policy and the significance of the award, that a decision should be taken in June 2017, which would be the midpoint of the lifetime of the current council. All the nominations received would be considered and a decision taken at that time.

RESOLVED: that a decision on the award be taken at the Town Council meeting in June 2017.

The meeting closed at **8.37pm**.

**The next meeting of Bridport Town Council will be held on 22 November 2016**