

At the ANNUAL MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Thursday 21 May 2015 at 7.00 p.m.

PRESENT Cllr Mrs M.J. Ray (in the Chair for item 1)

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|------|------------------|------------------|
| Cllr | G.J. Ackerman | W.B. Irvine |
| | J.P. Brodie | J.S.L. Jones |
| | Miss S.A. Brown | Ms F.K. McKenzie |
| | K.C. Clayton | Ms G.E. Massey |
| | E.T. Colfox | C.M. Ray |
| | K.A. Day | Ms E.A. Rickard |
| | Ms T.G. Harrison | D.G. Rickard |
| | Ms S.A. Horniman | Ms S.J. Williams |

The Town Mayor welcomed everyone to the meeting.

1. ELECTION OF TOWN MAYOR (CHAIRMAN OF THE COUNCIL)

It was moved by Cllr Ms S.J. Williams, seconded by Cllr Mrs M.J. Ray and, on being put to the vote:

RESOLVED: that Cllr Miss S.A. Brown be elected Town Mayor and Chairman of the Council for the ensuing municipal year 2015/2016.

Cllr Miss S.A. Brown read aloud and signed the declaration of acceptance of office and returned thanks for her election.

2. ELECTION OF DEPUTY TOWN MAYOR (VICE CHAIRMAN OF THE COUNCIL)

It was moved by Cllr C.M. Ray, seconded by Cllr D.G. Rickard and, on being put to the vote:

RESOLVED: that Cllr G.J. Ackerman be elected Deputy Town Mayor and Vice Chairman of the Council for the ensuing municipal year 2015/2016

Cllr G.J. Ackerman read aloud and signed the declaration of acceptance of office and returned thanks for his election.

3. ELECTION OF LEADER OF THE TOWN COUNCIL

It was moved by Cllr D.G. Rickard, seconded by Cllr C.M. Ray and, on being put to the vote:

RESOLVED: that Cllr Ms S.J. Williams be elected Leader of the Council for the ensuing municipal year 2015/2016.

Cllr Ms S.J. Williams read aloud and signed the declaration of acceptance of office and returned thanks for her election.

4. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Town Clerk reported that all councillors had signed their declarations of office, following the election on 7 May 2015.

5. APOLOGIES

Apologies for absence were received on behalf of Cllr Ms R.C. Kayes.

6. MINUTES

The minutes of the meeting held on 17 March 2015 were confirmed as a correct record and signed by the Town Mayor (Chairman).

7. DECLARATIONS OF INTEREST

There were no declarations of interest.

8. MAYOR MAKING

Members were reminded that, as this was an election year, Mayor Making was to take place at a separate event, which would be held on Thursday 4 June 2015 at 7pm in the Town Hall.

9. APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2015/16

Consideration was given to the establishment of the committees, sub committees and working groups for the ensuing municipal year 2015/16, their terms of reference and delegations as set out in the Town Council's constitution, ENCL: 2971.

The Town Clerk reported two proposed amendments:

Environmental Initiatives Working Group – not to be re-appointed as the issues can be dealt with by other bodies.

Budget and Service Review Working Group – increase the membership to 7 members.

RESOLVED: that the committees, sub committees and working groups be established for 2015/16, with the terms of reference and delegations, including the delegations to the Town Clerk, as set out in the Appendix to the report subject to the two amendments as above.

10. MEMBERSHIP OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS FOR 2015/16

The proposed memberships had been circulated to all members prior to the meeting.

RESOLVED: that the membership of committees, sub committees and working groups for the municipal year 2015/16 be approved as set out in the Appendix to these minutes.

11. APPOINTMENTS TO OUTSIDE BODIES FOR 2015/16

RESOLVED: that the current appointments to outside bodies and cheque signatories be confirmed subject to review by the Finance and General Purposes Committee and Council in June.

12. STANDING ORDERS AND FINANCIAL REGULATIONS

RESOLVED: that the Council's existing Standing Orders and Financial Regulations shall apply for 2015/16, as previously adopted.

13. MEETINGS CALENDAR 2015/16

RESOLVED: that the calendar of meetings for 2015/16 be confirmed as previously circulated subject to one amendment as follows:

Finance and General Purposes Committee scheduled for 9 September be moved to 16 September 2015.

14. POWER OF COMPETENCE

Councillors considered a report of the Town Clerk, ENCL: 2970. This confirmed that the Town Council met the eligibility criteria to use the Power of Competence.

RESOLVED: that the Council has met the eligibility criteria to use the Power of Competence as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

15. TOWN CRIER

The Town Clerk reported that Jane Silver-Corren had resigned as Town Crier and that arrangements were being put in place to recruit a successor, including an audition to be held on Bucky Doo Square at 10.00am on Saturday 6 June 2015. It was proposed that the audition would be assessed by the Town Mayor Councillor Miss S.A. Brown, the previous Town Mayor Mrs M.J. Ray and Leader of the Council Ms S.J. Williams advised by the Town Crier of Dorchester. There would then subsequently be a short interview process prior to an appointment being confirmed.

RESOLVED: that the arrangements for the recruitment of a new Town Crier be noted and endorsed.

16. STANDING ORDERS 14 (b)

The Town Clerk stated that this Standing Order allowed a member to ask a question concerning the business of the Council provided that two clear days notice was given. This provision was intended to cover business not already on the agenda.

It was felt that this provision and Standing Orders generally could be reviewed, bearing in mind the election of a new Council.

RESOLVED: that it be noted that there were no questions pursuant to Standing Order (b) and that a report be submitted to the next Best Value, Scrutiny and Town Plan Sub Committee with proposals to review Standing Orders.

17. ANNOUNCEMENTS

The Town Mayor reported her list of engagements, ENCL: 2969 and also that the Friends of the Millennium Green were holding a May Fair at Mountfield on Monday 25 May 2015 from 12.30pm to 3.00pm.

The Leader of the Council reported that the Town Council would have a stand at the Food Festival in Asker Meadows on Saturday 13 June 2015 and asked councillors to volunteer to help cover the event.

The Town Clerk reported that training provided by the Dorset Association of Parish and Town Councils (DAPTC) for new councillors, will take place in Mountfield on Wednesday 3 June 2015 at 6.30pm and planning training for all councillors at 6.00pm on Wednesday 10 June 2015.

The meeting closed at **7.30p.m.**

The next meeting of Bridport Town Council will be held on 23 June 2015

Committees

| | | |
|----------------------------------|---------------|------------------------------------|
| Finance and General Purposes (9) | Plans (9) | Environment & Social Wellbeing (9) |
| G.J. Ackerman | G.J. Ackerman | J.P. Brodie |
| S.A. Brown | J.P. Brodie | K.C. Clayton |
| K.A. Day | T.G. Harrison | E.T. Colfox |
| F.K. McKenzie | S.A. Horniman | S.A. Horniman |
| G.E. Massey | W.B. Irvine | W.B. Irvine |
| C.M. Ray | J.S.L. Jones | J.S.L. Jones |
| M.J. Ray | D.G. Rickard | R.C. Kayes |
| E.A. Rickard | E.A. Rickard | E.A. Rickard |
| S.J. Williams | S.J. Williams | D.G. Rickard |

Sub Committees

| | | | |
|--------------------------------------|-------------------------------|-------------------------------|-----------------------------|
| Best Value, Scrutiny & Town Plan (9) | Highways & Transportation (5) | Market & Business Liaison (5) | Staffing Appeals (3) |
| G.J. Ackerman | G.J. Ackerman | G.J. Ackerman | K.A. Day |
| S.A. Brown | S.A. Horniman | S.A. Brown | C.M. Ray |
| K.C. Clayton | J.S.L. Jones | G.E. Massey | D.G. Rickard |
| K.A. Day | C.M. Ray | E.A. Rickard | Alternate members |
| W.B. Irvine | E.A. Rickard | S.J. Williams | To be appointed as required |
| C.M. Ray | | | |
| M.J. Ray | | | |
| D.G. Rickard | | | |
| E.A. Rickard | | | |

Working Groups

| | | | | |
|------------------------------|----------------------------------|--|-----------------------------------|-----------------------------|
| Open Spaces & Recreation (7) | Social Well Being & Inclusion(7) | Environmental Initiatives (7) | Town Hall & Bucky Doo (6) | Budget & Service Review (7) |
| G.J. Ackerman | K.C. Clayton | Not re-appoint as issues covered by other bodies | Leader | S.A. Brown |
| J.P. Brodie | T.G. Harrison | | Mayor | K.A. Day |
| W.B. Irvine | S.A. Horniman | | Deputy Mayor | G.E. Massey |
| J.S.L. Jones | R.C. Kayes | | Chair F&GP | C.M. Ray |
| G.E. Massey | S.J. Williams | | Chair of Best Value Sub Committee | M.J. Ray |
| C.M. Ray | Two Vacancies | | One Vacancy | E.A. Rickard |
| D.G. Rickard | | | | S.J. Williams |

(In accordance with Standing Order 25(c), the Leader of the Council shall be an ex-officio member of every committee and sub committee)