

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 25 June 2013 at 7.00 p.m.

PRESENT Cllr Mrs M.J. Ray – Town Mayor (in the Chair)

Cllr	G.J. Ackerman	C.M. Ray
	Miss S.A. Brown	D.G. Rickard
	P.J. Colfox	Ms G.E. Summers
	Ms G.E. Massey	D.R. Tett
	C.O. Michell	Ms A-M.A. Vincent
		Ms S.J. Williams

PUBLIC FORUM

There were no speakers in the Public Forum.

14. APOLOGIES

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

15. MINUTES

The minutes of the meeting held on 16 May 2013 were confirmed as a correct record and signed by the Town Mayor (Chairman).

16. DECLARATIONS OF INTEREST

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

Cllrs Miss S.A. Brown, Ms G.E. Summers and D.R. Tett, as members of West Dorset District Council, had a non-pecuniary interest, under the Code of Conduct Appendix B, in minute 20 - Review of Electoral Arrangements West Dorset. In accordance with the Code of Conduct, they could speak but not vote on the item.

17. STANDING ORDER 14 (b)

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

18. MINUTES OF COMMITTEES

(a) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 29 April 2013 were presented by the Committee Vice-Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 29 April 2013 be received.

(b) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 10 June 2013 were presented by the Committee Vice-Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 10 June 2013 be received and the recommendation therein be adopted as set out below: -

(Min no 8) WEST BAY CONSERVATION AREA

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

RESOLVED: that the response to the review be agreed as set out in the minutes.

(c) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 12 June 2013 were presented by the Committee Chairman, Councillor C.M. Ray.

Cllr Ms A-M.A. Vincent advised, in relation to her report to the Committee on the Citizens' Advice Bureau, that Bruce Willoughby was still the Chairman of the Citizens' Advice Bureau.

RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 12 June 2013 be received and the recommendations therein be adopted as set out below: -

(Minute 7) ANNUAL ACCOUNTS – YEAR ENDING 31 MARCH 2013

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

RESOLVED: that the Annual Accounts for the year ended 31 March 2013 be approved.

(Minute 8) TOWN PLAN

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

RESOLVED: that the existing priority of Town Plan projects be approved for 2013/14. with project no. 80 "Review usage of the skate park and consider further development" re-prioritised as priority 1.

(Minute 12) REPLACEMENT STREET LIGHTING – TOWN CENTRE

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

- RESOLVED: (1) that, in line with the Town Council's wish to have "heritage style" lighting in the town centre with no additional columns, and after considering the options, that Option 5 in the report be approved, which is to replace 16 lighting columns with scroll bracket arm and Albany lantern and 8 lighting heavy duty columns, with scroll bracket arm and Albany lantern with 16amp Commando socket for Christmas lights, and
- (2) that the costs of £38,287.28 be met by the Town Council as follows: -
£17,000.00 from previously earmarked reserves,
£15,000.00 contribution from West Dorset District Council, and £6,287.28 from general reserves.

(Minute 23) COMMITTEE MEMBERSHIPS

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

- RESOLVED: (1) that Cllr G.J. Ackerman be added to the membership of the Town Hall & Bucky Doo Working Party.
- (2) that Cllr Ms S.J. Williams be added to the membership of the Open Spaces Working Group and Youth Council Working Group.
- (3) that the Town Clerk be given delegated authority to appoint members to any remaining vacancies on committees, sub committees and working groups.

(Minute 24) APPOINTMENTS & REPRESENTATIVES OF THE COUNCIL

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

- RESOLVED: that the appointments to outside bodies and cheque signatories for 2013/14 be approved as in the minutes.

(Minute 26) WEST BAY SEA SCOUTS LEASE RENEWAL

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

RESOLVED: that the lease of land at St Swithins Road be renewed on the same terms as the existing lease, that is a peppercorn rent (currently £5) for a further period of up to 28 years and the Town Clerk be given delegated authority to complete the lease.

19. STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT 2012/2013

Consideration was given to a report of the Town Clerk, ENCL: 2700.

The report included Sections 1, 2 and 4 of the Annual Return for the year ended 31 March 2013. Section 4 was included for information and the Town Clerk outlined the content of Sections 1 and 2.

The recommendation was moved and seconded, put to the vote and declared to be carried. It was therefore:

RESOLVED: that Sections 1 and 2 of the Annual Return for the year ended 31 March 2013 - the Statement of Accounts and the Annual Governance Statement - be approved for submission to the External Auditor.

20. REVIEW OF ELECTORAL ARRANGEMENTS – WEST DORSET

Consideration was given to a report of the Town Clerk, ENCL: 2701.

Members generally felt that there was insufficient information available on why it was proposed to reduce the number of District Councillors. However, members did express concerns if it was proposed to reduce the number of councillors representing Bridport and West Bay. The town was growing and members agreed that it was important to ensure the electorate was represented. It was not known which wards would be affected, but there should not be a reduction in District Councillors for the Bridport area.

Overall, members felt that a lot more information was required before they could comment. It was noted though that the deadline for comments was 16 July.

RESOLVED: that the Town Clerk, in consultation with the Leader of the Council and the Town Mayor, be given delegated authority to respond to the consultation taking into account the comments as above.

21. NEIGHBOURHOOD PLAN

Consideration was given to a report of the Town Clerk, ENCL: 2702.

RESOLVED: that in principle, the Town Council does wish its area to be included within a wider area plan, subject to the Plans Committee being given delegated authority to confirm the Town Council's decision, when the extent of the area to be covered is known.

22. TOWN COUNCIL CONSTITUTION – INCLUSION OF DUTIES OF THE MAYOR, DEPUTY TOWN MAYOR AND LEADER

Consideration was given to a report of the Town Clerk, ENCL: 2703.

RESOLVED: that the duties of the Town Mayor, Deputy Town Mayor and Leader of the Council be approved, as set out in the report, for inclusion within the Constitution.

23. COMMUNICATIONS

The following items were reported for information:

- (1) The Town Mayor reported her list of engagements, ENCL: 2699 and added that she had also attended the Exeter Drug Project awards ceremony at the Town Hall on 5 June.
- (2) The Leader of the Council reminded members that the Town Council would be represented with an information table at the Charter Fair on Saturday 6 July. Any members able to help with cover on the day would be very welcome.
- (3) The Town Clerk reported that:
 - (i) the planning application for the Waste Management Centre at Broomhills was to be delayed, as the Highways Agency had lodged a holding direction requesting more information. The application was on the agenda for the Plans Committee on Monday 1 July, but it was likely that the Town Council would be allowed further time to consider the application and would be re-consulted when the further information, requested by the Highways Agency, had been received.
 - (ii) the Food Festival had been a great success and the Town Council had been thanked for all its support of the event.
 - (iii) Dorset County Council has notified the Town Council that it would soon be implementing the restricted night time street lighting, for residential roads in the Bridport area. The details had been sent to all members in the last Bulletin.

The meeting closed at **7.55 p.m.**

The next meeting of Bridport Town Council will be held on 17 September 2013