

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 26 January 2016 at 7.00 p.m.

PRESENT Cllr Miss S.A. Brown – Town Mayor (in the Chair)

Cllr	G.J. Ackerman	Ms R.C. Kayes
	K.C. Clayton	Ms F.K. McKenzie (from 7.25pm)
	Ms T.G. Harrison	Ms G.E. Massey
	Ms S.A. Horniman	C.M. Ray
	D.G. Rickard	Mrs M.J. Ray
	W.B. Irvine	Mrs E.A. Rickard
	J.S.L. Jones	Ms S.J. Williams

## **PUBLIC FORUM**

There were no speakers in the Public Forum.

### **45. APOLOGIES**

Apologies for absence were received on behalf of Cllrs E.T. Colfox and K.A. Day.

### **46. MINUTES**

The minutes of the meeting held on 24 November 2015 were confirmed as a correct record and signed by the Town Mayor (Chairman).

### **47. DECLARATIONS OF INTEREST**

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

### **48. STANDING ORDER 14(b)**

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

### **49. MINUTES OF COMMITTEES**

#### **(a) PLANS COMMITTEE**

The minutes of the meeting of the Plans Committee held on 30 November 2015 were presented by the Committee Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 30 November 2015 be received.

#### **(b) PLANS COMMITTEE**

The minutes of the meeting of the Plans Committee held on 11 January 2016 were presented by the Committee Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 11 January 2016 be received.

(c) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 20 January 2016 were presented by the Committee Chairman, Councillor Mrs M.J. Ray.

RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 20 January 2016 be received and the recommendations therein be adopted, as set out below: -

(Minute 94) TOWN PLAN

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

RESOLVED: that the draft Town Plan be received and endorsed, subject to further discussion at a Members' Workshop to be held in early February.

(Minute 95) FINANCIAL ESTIMATES 2015/2016 – 3rd REVISION

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

RESOLVED: that the 3rd revision of the estimates for the year 2015/2016 be approved.

(Minute 96) BUDGET AND ESTIMATES 2016/2017

Members discussed the proposed budget and precept request and in particular emphasised the challenges facing the Town Council in the coming and future years. It was generally agreed that the Option 3 recommended by the Finance and General Purposes Committee should be supported, as it provided much needed further support for additional delegated services.

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

- RESOLVED:
- (a) that the draft estimates for 2016/17 be approved as attached in Appendix A.
  - (b) that the proposed fees and charges as in Appendix B be approved, with a fundamental review of all charges in 2016/17.
  - (c) that the level and proposals for the use of reserves for 2016/17 be approved as set out in section 4 of the report.
  - (d) that the Medium Term Financial Plan as in Appendix C be

approved as a guide for future years, noting that each year's budget will be subject to separate approval.

- (e) that in terms of the precept, a new Option 3 be approved, which would increase the precept by £42,200 and, including the Local Council Tax Support Grant, would raise £561,793 broken down as follows:

Precept (funded through the Council Tax): £535,789  
Local Council Tax Support Grant: £ 26,004

The annual Band 'D' charge to increase from £168.78 to £183.22 (8.55%).

(Minute 97) BUDGET AND SERVICE REVIEW WORKING GROUP UPDATE, INCLUDING DISTRICT COUNCIL SERVICE REVIEWS FOR TIC, BLAP AND MARKET LICENCE

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

- RESOLVED:
- (a) that the discussions with the District Council on the Town Council management of the Tourist Information Centre continue, with final details of any transfer of management responsibility to be confirmed, with details of the transitional funding, in March 2016.
  - (b) that the Town Clerk be given delegated authority, in consultation with the Leader of the Council and the BLAP Chair, to agree the new service level agreement in respect of the grant for community planning, to commence from 1 April 2016.
  - (c) that the Town Clerk formally asks the District Council to review the licence agreement and fee to manage the market, in light of the service review process.

(Minute 106) LAND TRANSFERS – ST CECILIA'S AND FLAXHAYES

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

- RESOLVED: that freehold ownership of land at St Cecilia's Field, Pymore and at Flaxhayes be transferred from West Dorset District Council to the Town Council.

(Minute 110) REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT AND APPOINTMENT OF AN INTERNAL AUDITOR FOR 2016/17

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

RESOLVED: that the existing internal audit arrangements continue for 2016/17.

(Minute 111) RISK ASSESSMENT AND MANAGEMENT: ANNUAL REVIEW

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

RESOLVED: that the Risk Assessment and Management Strategy policy document be approved, as attached to the report.

(d) ENVIRONMENT AND SOCIAL WELLBEING COMMITTEE

The minutes of the meeting of the Environment and Social Wellbeing Committee held on 19 January 2016 were presented by the Committee Chairman, Councillor D.G. Rickard.

RESOLVED: that the minutes of the meeting of the Environment and Social Wellbeing Committee held on 19 January 2016 be received and the recommendations therein be adopted, as set out below: -

(Minute 52) YOUTH CENTRE UPDATE

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

RESOLVED: that the Town Council continues to support the project to establish a Trust to manage the Youth Centre and endorse the proposals to establish an interim Trust and finalise the Business Plan by the end of March, with a further progress report to be submitted to the next meeting of this Committee.

(Minute 54) NATIONAL PLANNING POLICY CONSULTATION

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

RESOLVED: that the Town Clerk, in consultation with a working group of members, finalise the response, including the above comments and any other comments from the Council.

(Minute 55) PENSION FUND – INVESTMENT POLICY

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

RESOLVED: that representations be made to the Dorset County Pension Fund Committee, calling for an amendment to its statement of Investment Principles to agree, as part of their socially responsible investments policy, that the Fund would not invest in fossil fuel companies.

(Minute 57) CITY OF SANCTUARY MOVEMENT

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

RESOLVED: that the proposals to designate Bridport as a town of sanctuary, to help integrate people into the local community, be supported and people be encouraged to come forward to be part of a group to take the proposal forward.

**50. ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2016/2017**

The Town Clerk reported that the following nominations had been received:

Town Mayor – Cllr Ms R.C. Kayes  
Proposed by Cllr D.G. Rickard and seconded by Cllr Mrs E.A. Rickard.

Deputy Town Mayor - Cllr Mrs E.A. Rickard  
Proposed by Cllr W.B. Irvine and seconded by Cllr Ms S.A. Horniman.

Leader of the Council - Cllr Ms S.J. Williams  
Proposed by Cllr Ms R.C. Kayes and seconded by Cllr D.G. Rickard.

No further nominations had been received.

RESOLVED: that the Town Council's preferred candidates for the positions of Town Mayor, Deputy Town Mayor and Leader of the Council for 2016/17 be approved as listed above, to go forward to the Annual Town Council meeting (Mayor Making), where the elections to these posts shall take place.

**51. REPORT BACK FROM OUTSIDE BODIES**

There were no reports, over and above those referred to in the committee minutes.

## **52. COMMUNICATIONS**

The following items were reported for information:

- (1) The Town Mayor reported her list of engagements, ENCL: 3055 and that she would be attending the Pantomime on Thursday 4 February at the Electric Palace, the Community Fair in the Town Hall on Saturday 6 February, followed in the evening by her Mayoral charities quiz at the same venue and that she was arranging a “Beating of the Bounds” event on Saturday 16 April.
- (2) The Leader of the Council reported that the Coastal Community Team Economic Plan was to be finalised at a meeting of the Team the next day and would then be published at the end of the month. She thanked Brian Wilson, the Project Manager, for all his work on the project.
- (3) The Town Clerk reported on the Community Fair, to be held on Saturday 6 February, 9am to 2pm in the Town Hall and invited members to take part in helping to cover the Town Council’s table.

The meeting closed at **7.35pm**

**The next meeting of Bridport Town Council will be held on 12 April 2016**