

BRIDPORT AND WEST BAY TOWN PLAN 2016-2019

1. INTRODUCTION

The Bridport and West Bay Town Plan seeks to

- prioritise the work of the Town Council.
- act as a “corporate plan” to set out what projects the Town Council will deliver, in addition to its ongoing service delivery.
- assist with annual budget setting and enable long term financial planning.

The Town Plan is a working document and the projects/actions within the Plan will be regularly reviewed.

2. VISION

The Town Council, as a democratically elected body, will work in partnership with other agencies and community bodies to represent and promote the town, ensure the delivery of high quality services in response to local needs and improve the economic, social, and environmental well-being of its area.

3. OBJECTIVES

During the lifetime of this Plan (2016-2019), the Town Council will aim to:

1. Efficiently deliver its own services and projects and seek to safeguard services, currently provided by other councils, that may be at risk and that are important to the town, seeking sustainable devolution of functions supported by funding either to the Town Council or appropriate community organisations.
2. Efficiently manage and enhance the Town Council's own assets - both land and buildings - for the benefit of the town and seek to safeguard other publicly owned assets and identify additional space for community benefit.
3. Support the delivery of the Neighbourhood Plan, Coastal Community Team Economic Plan and work with and support the Bridport Local Area Partnership.
4. Identify new funding sources to support project delivery and community initiatives.
5. Promote Bridport and West Bay and, working with partners, consider options for new town centre management structures.
6. Deliver the Climate Change Strategy and ensure that the Town Council develop plans with our partners and local communities to progressively address the causes and impact of climate change
7. Ensure Town Council decision making and activities are fully inclusive, providing avenues to increase community engagement, particularly with young people.

4. PROJECTS

The Town Council will deliver the following projects/actions to meet these Objectives. Projects will be reviewed at each meeting of the Finance & General Purposes Committee and the Plan will be reviewed in full each year.

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Priority Projects 2016/17	
1	Facilitate and Support Project to Safeguard Bridport Youth Centre and Services
Partners	Dorset County Council (set up support), WDDC
Timescale	Revised Business Plan Mar 2016; Trust established in time to take on building as from Sept 2016
Funding	£10,000 Town Council and additional £5,000 requested for Youth Club
Objective	1
Outcomes	Establish new Trust to manage and safeguard youth centre and services
2	West Bay Play Area Fully Accessible Extension
Partners	Bridport Young Persons Action Trust.
Timescale	Works start on site end of March 2016 and complete May 2016
Funding	Total cost estimated to be £92,000 Town Council funding is £25,000
Objective	2
Outcomes	Provide a fully accessible play area, expected to be the first in the South West region to be accredited under the Plan Inclusive Play Area Assessment Guidelines.
3	Coastal Community Economic Plan - Funding for Minor Improvements in West Bay
Partners	Coastal Community Team (CCT)
Timescale	Minor Environmental Improvements by May 2016 other timescales in the Plan
Funding	£3,000 allocated from CCT funding
Objective	3
Outcomes	Economic Plan adopted January 2016. Delivery of Plan to be progressed.
4	To agree management options for the Tourist Information Centre to ensure its future in Bridport
Partners	West Dorset District Council
Timescale	Estimated date of transfer to the Town Council September 2016
Funding	Transitional funding is being discussed with the District Council to support the transfer.
Objective	2
Outcomes	To seek to safeguard the TIC in Bridport. The TIC is currently managed by West Dorset District Council and, as part of its service review process, it is considering options for its future in light of having to make financial savings. The Town Council has proposed that it takes over the management of the TIC and is currently in discussions to agree the transfer.

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5	To review options for new community bus schemes
Partners	Dorset County Council, Western Area Transport Action Group
Timescale	Initial discussions with DCC March 2016 and feasibility study to follow.
Funding	Some DCC funding and possible contributions from supporting local councils.
Objective	1
Outcomes	In the light of work being undertaken in WATAG and the Neighbourhood Plan Transport Group look at options for local community bus services in the light of withdrawal of subsidies by DCC. The aim would be to enable community bus schemes to be fully evaluated, costed and decisions to be taken on whether they can be funded.
6	To consider and consult on a town centre traffic feasibility study including options for South Street
Partners	Dorset County Council
Timescale	Revised Feasibility study from the County Council to be considered by the Town Council prior to June 2016 and decisions to be taken on consultation process.
Funding	Funding for the consultation to be met by the Town Council.
Objective	5 and 6
Outcomes	To ensure that the community is fully involved in decisions on town centre traffic. The objective of the study will be to improve traffic and pedestrian flows in the town centre.
7	To develop and implement a new community web site for the town
Partners	Bridport and District Tourism Association, Chamber of Trade and Commerce, BLAP.
Timescale	Expressions of Interest to be considered in March 2016 and aim to develop and implement new site prior to the summer 2016.
Funding	Town Council to be asked to allocate funding based on expressions of interest received.
Objective	5
Outcomes	As part of the improved promotion of Bridport and West Bay, to upgrade the existing Bridport and West Bay community site (www.bridportandwestbay.co.uk) to create a new town site. It will act as a portal to other key community and business town sites but will also include a lot of its own primary content. The intention is that this will be the main town web site.
8	To agree next phase of the re-design of the Skate Park including Pump Track
Partners	Users group
Timescale	To be completed by April 2017
Funding	To be confirmed.
Objective	1 and 2
Outcomes	To improve the existing facility, increasing usage by young people and enhancing the existing asset in line with the wishes of users. External funding will be required to complete the project.

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9	To establish new allotments on land at St Cecilia's Fields, Pymore Road.
Partners	West Dorset District Council to transfer the land
Timescale	By summer 2016
Funding	£14,000 S106 funding to transfer to the Town Council with the land.
Objective	1
Outcomes	There is a need to provide additional allotments in the town and there is a particular need in the Dibdin View area.
10	Identify and Provide Additional Car Parking Provision
Partners	West Dorset District Council
Timescale	By summer 2016
Funding	To be identified.
Objective	1 and also priority in the Coastal Community Team Economic Plan
Outcomes	New Car parking to be provided on Town Council land at Plottingham – 26 new spaces Application submitted for temporary parking on Asker Meadows showground Town Surveyor to assist West Dorset with audit of all car parks with opportunity to enhance existing provision and possibly create more spaces.
11	Support the delivery of the Bridport Area Neighbourhood Plan and discuss future role of the Joint Committee
Partners	All participating local councils.
Timescale	Draft Plan to be available for consultation by Autumn 2016
Funding	£10,000 earmarked by Town Council for 2016/17 and also funding for new Project Manager post
Objective	3
Outcomes	Enable the community led Steering Group to prepare neighbourhood plan for the area in response to areas/issues identified as important by the community.

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Other Projects 2016/2017				
No	Objective	Project	Partners/Process	Timing
12.	2	Millennium Green –new agreement for management of Millennium Green and Coneygar Hill	Millennium Green Trust	Dec 2016
13.	2	Salt House – installation of Wi fi	Internal	Dec 2016
14.	5	Melplash Show – review participation and support for community groups.	Community groups	Dec 2016
15.	5	Review the level of support for town events.	All event organisers	Dec 2016
16.	2	Agree new Management Plan for Park Road site & review Community Orchard Agreement.	Community Orchard Group	Dec 2016
17.	3	To agree and implement new decision making structures for the Town Council increasing opportunities for public involvement.	Internal	Dec 2016
18.	2	To agree timescale to take on recreation land at Flaxhayes from WDDC.	WDDC	Dec 2016
19.	3	To consider options and support for a Community Governance Review	Other local councils.	Dec 2016
20.	2	Establish New Zealand/Gundry Weir Ponds/reserves	Environment Agency	April 2017
21.	5	Provide new signage for town centre and gateways to the town.	Dorset County Council and Highways England	April 2017
22.	2	To improve the Millennium Green Woodland path	Millennium Green Trust	April 2017
23.	2	To support efforts to bring West Bay Methodist Church into community use for interpretation facility	Development Trust	April 2017
24.	6	Resilience Plan and confirmation on roles within Emergency Planning	E&SWB Committee	April 2017
25.	6	Support development/extension of cycle routes(and cycle parking facilities)	DCC and Sustrans	April 2017
26.	1	Consider taking responsibility for regulation of A boards/sitting out licences	DCC	April 2017

Projects Longer Term				
No	Objective	Project	Partners/Process	Timing
27.	2	To prepare an action plan covering all aspects of 'Access for All' where practicable. Including looking at access to upper floors at Mountfield and office re-location	Access Advice	To be prioritised
28.	2	Mountfield Adaptations - second phase to include ground floor extension with new kitchen and toilet for events plus environmental improvements and feasibility of lift provision subject to funding.	Internal	To be prioritised
29.	2	Reinstate and promote usage of the Green Walk Around Bridport and other footpaths.	DCC Rights of Way	To be prioritised
30.	2	To seek ending of licence fee to manage market.	WDDC	Ongoing
31.	1	Future Provision of town centre toilets – options including local management subject to WDDC service review timing.	WDDC	To be prioritised
32.	2	Review of all play areas and facilities for young people	Local residents	To be prioritised
33.	5	To further develop links between Town Hall and Arts Centre, Museum, LSI and prepare for Heritage Festival and Trail 2017	Arts Centre, BADT, Museum	2017

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Projects Longer Term				
No	Objective	Project	Partners/Process	Timing
34.	5	Work with Tourism agencies in the production of revised Town Guide for Bridport and West Bay for 2017	Bridport Area Tourism Association	2017 – prepare in 2016
35.	5	Improve appearance & maintenance of A35 roundabouts / flower beds.	Highways Agency	To be prioritised
36.	2	Promote investigation in provision of Bowling Alley in the area (identified by Democracy Week events)	Youth Council	To be prioritised
37.	4	To support arrangements to ensure future of Neighbourhood Justice Panels in West Dorset	NJP Steering Group	To be prioritised
38.	2	Street Lighting – options for new lighting in South Street in line with provision in East and West Street.	SSE and DCC on timing of works	To be prioritised
39.	1	Further development of parish clustering in consultation with parish councils through BLAP including further development of Lengthsman scheme etc.	Local parish councils	Ongoing
40.	7	To support development of Youth Council and consider options for youth engagement in work of the Town Council.	All local schools	Ongoing
41.	7	Working with others, seek to support options for increased further education provision	Education providers	To be prioritised
42.	7	Working with others, seek to achieve extension of the concessionary travel scheme to young people	DCC, Youth Council	To be prioritised
43.	7	Extend Rights Respecting to wider community of Bridport	Youth Council, schools	To be prioritised
44.	6	Promotion of climate change and energy awareness	E&SWB Committee	Ongoing
45.	6	To consider further renewable energy schemes	E&SWB Committee	Ongoing
46.	6	To seek to support the provision of a community compost facility.	E&SWB Committee	To be prioritised
47.	3	To seek to identify sites for affordable housing/achieve changes in the criteria and levels for such housing to be provided in private housing developments.	Neighbourhood Plan SG	Ongoing
48.	2	To continue to support efforts under the Localism Bill to increase local community ownership of assets including protecting the Green corridor at St Mary's	BLAP	Ongoing
49.	6	Work with Dorset Waste Partnership to introduce measures to address litter in the town and work with both the District and County Councils to reduce waste.	E&SWB Committee	To be prioritised
50.	5	CCTV – to consider future support in light of outcome of WDDC service review.	WDDC	Prior to 2017
51.	1	Improvements to the market including electricity and market stall anchors.	Traders	To be prioritised
52.	2	To provide electricity to support events on Fisherman's Green, West Bay	West Bay Forum	To be prioritised
53.	3	Local Plan – ensure full community involvement/consultation, in all key site allocations within the Plan allowing for the neighbourhood plan to identify local needs and complete its work.	WDDC/Neighbourhood Plan	Ongoing

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Projects Longer Term				
No	Objective	Project	Partners/Process	Timing
54.	4	To seek new process to allocate S106/CiL allocations from planning applications to allow for early input of Town Council in decisions on community benefits	WDDC	Ongoing
55.	1	To support and promote the Living Wage Campaign in Bridport.	Bridport Business	Ongoing

The following internal projects are to be prioritised for 2016/17:

Internal Projects 2016-2017				
No	Objective	Project	Partners/Process	Timing
1.	1	To review gradings and responsibilities of outside staff	Benchmarking with other councils and F&GP approval	April 2016
2.	1	To ensure continued IT development ensuring efficiency and business continuity	WDDC	April 2016
3.	1	To re-locate Town Council office within Mountfield	WDDC	April 2016
4.	1	To bring forward proposals for replacement vehicles "fit for purpose" in view of increased responsibilities		April 2016
5.	1	To establish new posts of Project Manager, groundsperson and recruit to new Clerical Officer post	F&GP approval	April 2016
6.	1	To seek further opportunities to employ apprentices.	DCC/Kingston Maurward	April 2017
7.	1	To revise Standing Orders and Financial regulations to allow for internet banking and in line with recommendations of Standing Orders Working Group.	Working Group/F&GP	April 2016

Adopted 12 April 2016