

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 20 June 2017 at 7.00 p.m.

PRESENT Cllr Anne Rickard – Town Mayor (in the Chair)

Cllr	Geoffrey Ackerman	Gill Massey
	Sandra Brown	Maggie Ray
	Keith Day	Martin Ray
	Barry Irvine	Dave Rickard
	Julian Jones	Barbara Vousden
	Ros Kayes (from 7.10pm)	Sarah Williams

OPEN PUBLIC FORUM

There was a discussion in the Open Public Forum on the issue of “Rights Respecting”.

David Powell introduced the item and explained the background to the Rights Respecting project and how, working with the Town Council, they would like to take this forward and designate Bridport as a Rights Respecting town. The acceptance of the values of rights and responsibilities had started in schools and the aim was now to spread this throughout the town. This would include the adoption of a Rights Respecting Charter. Rights Respecting would be included within the ethos of the Town Council and the community.

Robert Golden spoke about representing hard to reach groups in the town and ensuring that it was a fully inclusive approach, which gave everyone an opportunity to make their views known.

Members commented that this was an aspirational project, which should be supported and an action plan developed, to be taken forward through the Environment and Social Wellbeing Committee.

On a separate issue, Tina Ellen-Lee spoke about the City of Sanctuary project and whether this was something that Bridport could look at. It was agreed that this could be raised at the next Environment and Social Wellbeing Committee.

14. APOLOGIES

An apology for absence was received on behalf of Cllrs Kelvin Clayton, Terry Harrison, Sarah Horniman and for leaving early, Ros Kayes.

15. MINUTES

The minutes of the meeting held on 18 May 2017 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.

Cllr Sarah Williams declared a non-pecuniary interest in minute 16 of the Finance and General Purposes Committee minutes, as a member of the Bridport Area Development Trust and left the room while the Committee considered and made a decision on this item.

17. STANDING ORDER 14 (b)

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

18. MINUTES OF COMMITTEES

(a) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 3 April 2017 were presented by the Committee Chairman, Councillor Sarah Williams. The Chairman took members through the minutes and it was:

RESOLVED: that the minutes of the meeting of the Planning Committee held on 3 April 2017 be received.

(b) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 24 April 2017 were presented by the Committee Chairman, Councillor Sarah Williams. The Chairman took members through the minutes and it was:

RESOLVED: that the minutes of the meeting of the Planning Committee held on 24 April 2017 be received.

(c) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 5 June 2017 were presented by the Committee Chairman, Councillor Sarah Williams. The Chairman took members through the minutes and it was:

RESOLVED: that the minutes of the meeting of the Planning Committee held on 5 June 2017 be received.

(d) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 13 June 2017 were presented by the Committee Chairman, Councillor Sarah Williams. The Chairman took members through the minutes and it was:

RESOLVED: that the minutes of the Planning Committee held on 13 June 2017 be received.

(e) ENVIRONMENT AND SOCIAL WELLBEING

The minutes of the meeting of the Environment and Social Wellbeing Committee held on 7 June 2017 were presented by the Committee Vice Chairman, Councillor Dave Rickard.

The Vice Chairman took members through the minutes and the recommendation was moved, seconded and declared to be carried.

RESOLVED: that the minutes of the meeting of the Environment and Social Wellbeing Committee held on 7 June 2017 be received and the recommendation therein be adopted, as set out below: -

(Minute 6) CONSULTATION ON USE OF PUBLIC PARKS

RESOLVED: that the comments, as in the minutes, be agreed in response to the consultation on use of public parks.

(f) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 14 June 2017 were presented by the Committee Chairman, Councillor Maggie Ray.

The Chairman took members through the minutes and each recommendation was moved, seconded and declared to be carried.

RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 14 June 2017 be received and the recommendations therein be adopted, as set out below: -

(Minute 8) REPORT OF INTERNAL AUDITOR

The Finance and Officer Manager was thanked for all his work and for the good audit report.

RESOLVED: that the update be noted.

(Minute 9) ANNUAL ACCOUNTS – YEAR ENDING 31 MARCH 2017

RESOLVED: that the Annual Accounts for 2016/17 be approved.

(Minute 12) LOCAL GOVERNMENT REORGANISATION UPDATE

RESOLVED: that the update be noted, the work so far undertaken on potential asset and service delegations be endorsed and the delegation of the management of A boards and sitting out licences be approved, subject to agreement by the Finance and General Purposes Committee of the policies and fees (for sitting out licences).

(Minute 14) PLOTTINGHAM CAR PARK – FORMAL DESIGNATION

RESOLVED: that the Town Clerk be given delegated authority to process the formal designation of the car park, to include relevant public and statutory notices.

(Minute 16) COASTAL COMMUNITY TEAM WEST BAY DISCOVERY CENTRE – ACCOUNTABLE BODY

RESOLVED: that the Town Council can act as the accountable body for the West Bay Discovery Centre project, the Town Clerk be given delegated authority to make payments in accordance with the grant awarded to this project under the Coastal Community Fund Awards Round 4 and reclaim the payments made from the DCLG.

(Minute 22) APPOINTMENT & REPRESENTATIVES OF THE COUNCIL

RESOLVED: (a) that the list of representatives on outside bodies be approved, as in the minutes, subject to:

Bridport Charities Trustees – Cllr Sandra Brown to fill the vacancy.

Dorset Age Partnership – Cllr Barbara Vousden to fill the vacancy, if the Partnership was still meeting.

Dorset Association of Parish and Town Councils – Cllr Sarah Williams to fill the vacancy as a reserve member.

(b) that the authorised signatories for cheques / electronic banking payments shall be Councillors Geoffrey Ackerman, Sandra Brown, Gill Massey, Martin Ray, Dave Rickard and Sarah Williams.

(Minute 28) PROPERTY MATTERS

RESOLVED: that the recommendation be considered in closed session (as in minute 23 below).

(Minute 29) HONORARY TOWNSPERSON PROCESS

RESOLVED: that the recommendation be considered in closed session (as in minute 24 below).

19. ANNUAL GOVERNANCE STATEMENT AND STATEMENT OF ACCOUNTS 2016/2017

Consideration was given to a report of the Town Clerk, ENCL: 3217.

The Town Clerk highlighted

- Section 1, the Annual Governance Statement,
- Section 2, the Accounting Statements, and the
- Annual Internal Audit Report.

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

RESOLVED: that

- (a) the Annual Governance Statement 2016/17, Section 1 of the Annual Return, be approved.
- (b) the Statement of Accounts 2016/17, Section 2 of the Annual Return, be approved.
- (c) that the Annual Return be signed and submitted to the External Auditor.

20. PUBLIC OPEN FORUM

RESOLVED: that the topic for discussion at the next full Council meeting would be public transport.

21. COMMUNICATIONS

The Town Mayor reported her list of engagements, ENCL: 3216 and said how much she had enjoyed the Food Festival in Asker Meadows the previous weekend.

22. 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 for the following Finance and General Purposes referrals.

23. PROPERTY MATTERS

The Town Clerk reported that rooms F4 and F6 were to be re-marketed.

RESOLVED: that the Town Clerk, advised by Chesters Commercial, be given delegated authority to conclude the lease for Mountfield rooms F5, F8 and G9 on the terms as set out in the report.

24. HONORARY TOWNSPERSON PROCESS

In line with its approved policy for considering nominations, the Town Council voted and agreed the award of the honour. It was noted that the Town Clerk would notify the nominee in confidence and then make the arrangements for the presentation Ceremony. This would take place at a future Council meeting.

RESOLVED: that the award of the Honorary Townsman honour be approved, subject to the Town Clerk making the necessary arrangements for the Special meeting and presentation ceremony, as set out in the Town Council's policy.

The meeting closed at **8.39 p.m.**

The next meeting of Bridport Town Council will be held on 19 September 2017