



BRIDPORT TOWN COUNCIL

ANNUAL REPORT 2011-2012



I am very pleased to present the Town Council's annual report for the year 2011/12. This report highlights the services and projects delivered by the Town Council and includes a summary of the accounts for the financial year.

*Councillor Dave Rickard
Town Mayor and Chairman*

Report on Town Council Activities 2011-12

Allotments: an additional 13 new allotments have been provided at Priory Gardens, following the transfer of this land from CG Fry. The new allotments at West Allington, behind the Medical Centre, have continued to be very popular and well managed.

Asker Meadows: work has been progressing on a project to provide new pedestrian and cycle routes through the fields, to join up with a new bridge at the New Zealand site.

Bridport Local Area Partnership: BLAP continues to be a great success, with over 90 members, including a large number of community organisations and parish councils. BLAP influences decisions taken in the area and helps communities take action on local issues.

CCTV: the town centre CCTV contract has continued and a new mobile CCTV camera will also be in place in various locations around the town.

Cemetery: management procedures for the Cemetery were reviewed over the past year to establish a revised set of policies and ensure that it continues to function effectively and efficiently.

Community Justice Panels: the Town Council continued to work with Bridport Police, Magna Housing, Raglan Housing and West Dorset District Council on the establishment of community justice panels in the Bridport area. The ten local volunteers have facilitated a number of cases, which have been very successful in bringing the offender together with their victim, to recognise the harm that they have caused and to agree to undertake agreed reparations.

Community Orchard: the Town Council manages the allotments and undertakes maintenance of the Orchard site, which is managed by the Orchard Group.

Consultation: the Town Council has responded to a large number of consultation exercises from national and local government over the past year, ensuring that the views of the town are taken into consideration on a variety of matters.

Democracy-working with young people: in October, the Town Council once again welcomed students from Year 10 of The Sir John Colfox School, as part of the annual Bridport Democracy Day. During the year, the Town Council also set up a Working Group to look at the options to establish a Youth Council in Bridport.

Events: the Town Council was represented at the Charter Fair, Food Festival, Melplash Show and the Spirit of Bridport event, as well as providing support for the Christmas Festival. The Town Council has also been working with Spirit of Bridport on the planning for events in 2012.

Environment & Social Wellbeing Committee: the Committee progressed a number of issues during the past year, including the development of Community Justice Panels, the installation of photovoltaic panels at the Council's Plottingham depot and responding to the proposed changes to the provision of hospital services and mental health services.

Finances: the Best Value, Scrutiny and Town Plan Sub Committee received reports during the year on all aspects of the financial management of the Town Council. The Town Council receives regular budget monitoring reports and generally the Town Council's budget remains healthy, although its reserves have been reduced, as planned, as part of the funding for the Town Hall project.

Grants: through its Annual Grants Budget, the Town Council continued to support the larger organisations - the Arts Centre, Leisure Centre, Museum and Citizens' Advice Bureau - and it was also able to help smaller groups with much needed funding for specific projects. In total £24,160 was awarded in 2011/12.

Highways & Transportation Sub Committee: the Sub Committee considered a large number of issues over the year, including progressing a number of new schemes where waiting restrictions had been requested and the changes to local bus services. The Town Council, in partnership with West Dorset District Council, operated the West Bay/Bridport Park and Ride Scheme again during the summer holiday period.

Land Transfers: the Town Council is currently working on four transfers from West Dorset District Council. The transfer of land at Park Road has been completed. Other transfers being worked on are: Land at Bridport Football Club, additional land at Asker Meadows and the West Bay Fisherman's Green former public toilets and Salt House.

Lengthsman: as well as working in the town, the Lengthsman also undertakes work on behalf of Bothenhampton, Symondsburry, Bradpole and on occasions, Puncknowle & Swyre parish councils. The work of the Lengthsman includes gulley clearing, repairing notice boards, removing fly posting, grass cutting, removal of weeds and repairing benches throughout the town.

Market: the attendance by stallholders during the year was very good indeed, with an average of 36 stalls on Wednesdays and 86 on Saturdays.

Mountfield and Millennium Green: Magna Housing moved into Mountfield during the year, to join the District, County and Town Council. The Town Council continues to support the popular gardens, meadow and woodland, all of which are open to the public.

Planning: the Town Council is a consultee for planning applications. Over the past year, over 200 applications were considered and comments passed to West Dorset District Council. Town Councillors took part in the initial consultation on the new District Local Plan and also responded to consultation on a number of planning documents, including the new national planning framework.

Play Areas the Town Council continued with its annual maintenance programme and also, as part of its community day, Magna Housing staff spent a day during the summer, helping to repaint the Meadowlands play area. The West Bay Play Area continued to be well used and very popular. The Town Council received support for its project to provide a new multi use games arena next to Bridport Football club. It will also be considering options for improvements to the skate park in consultation with users of the facility.

Quality Council: the Town Council achieved Quality Council Status under the Scheme supported by the Government and the National Association of Local Councils.

Salt House: the Town Council manages the Salt House at West Bay on a lease from the District Council. The freehold of the building has now been offered to the Town Council and the transfer is being progressed.

Spirit of Bridport: the Town Council continues to participate in the Spirit of Bridport Steering Group, which brings local groups together to act as the central co-ordinating body for activities around the Cultural Olympiad and 2012 games in the town.

Town Hall: this year has seen the completion of the building works at the Town Hall, which since March 1 has been open to the public and fully accessible for the first time in its history. This has been an important project for the Town Council and the town and a particularly pleasing aspect has not just been the building works, but the extensive activity plan, which has involved so many different parts of the community working with skilled local artists and creative people. The project was supported by the Heritage Lottery Fund, West Dorset District Council and Dorset County Council. The final part of the overall project was the opening of the new town centre toilets in South Street Car Park, provided by West Dorset District Council.

Street Lighting: the outline proposals for the replacement street lighting in the town centre - no additional columns, columns replaced to be "heritage style" and other lighting required to be on buildings - were agreed for further development. This work has been progressed during the year and it is hoped that a report will come back to a meeting of the Council over the next year, to seek approval to go ahead.

Town Plan: a draft Town Plan has been approved, to enable projects to be prioritised for implementation in 2012/2013. The draft plan is being updated and will then go out for further consultation, to enable the final version to be adopted later in the year. The Town Plan provides a framework for the development of the Town Council's future policies, schemes and formulation of budgets.

West Bay: the Town Council has supported the work of the Bridport Area Development Trust in taking ownership of the Methodist Chapel building, to look to provide an interpretation/visitor attraction, or similar use.

The Town Council has developed its plans for a water sport facility in the former public toilets on Fisherman's Green and obtained funding from the District Council's West Bay Enhancement Fund.

Conclusion: this report demonstrates the wide range of services and projects delivered by the Town Council. I would like to take this opportunity to thank all the Town Council staff for all their work over the year.

It has been a great honour to serve as Town Mayor, attending many varied events and welcoming visitors to the town, in addition to representing Bridport across the county and beyond.

**Councillor Dave Rickard
Town Mayor and Chairman of the Council**

Leader of the Council

It has been a particular busy year, which in particular has seen the Town Council, with the support of its partners, completing the work on the Town Hall. The Town Council has also this year been formally designated as a Quality Council.

We have continued to work in innovative ways to deliver projects, including making use of the power of wellbeing, building on the success of the Lengthsman scheme and also project managing the delivery of the new town centre toilets for West Dorset District Council. This year has also seen the Council embark on its new Town Plan and it has agreed a long list of projects for the coming year.

We are very lucky in Bridport that there is a commitment and willingness, on the part of both councillors and officers, to not just deliver services for the town, but to implement projects that local people have told us they would like to see in the town. The next year will be a challenging one for all local authorities, but there will be opportunities from new legislation, such as the Localism Act.

I would also like to pay tribute to the Town Council staff, who have worked exceedingly hard and effectively, to deliver an impressive list of achievements during the year.

**Councillor Martin Ray
Leader of the Council**

Bridport Town Council

Bridport Town Council is the parish authority for the town of Bridport. It is the fourth tier of government after Parliament, the County Council and the District Council. Its legal powers are granted to it and regulated by various pieces of Government legislation. The Town Council supplements the provision of local government services in Bridport and provides a range of social and recreational facilities, while promoting and representing the town with other national and statutory bodies.

The Town Council offices are at
Mountfield, Rax Lane, Bridport, Dorset DT6 3JP.
Tel. no. 01308 456722
Fax no. 01308 456112
Email address: enquiries@bridport-tc.gov.uk
Website: www.bridport-tc.gov.uk

The Council's offices are open Monday to Friday,
8.30 am–5.00 pm (Friday 4.30 pm).

Staff

Town Clerk: Bob Gillis
Town Surveyor: Daryl Chambers
Office Manager: Paul Fuszard
Community Planning Officer: Tessa Greenaway
Administrative Officer: Linda Bullock
Office Staff: Jill Cox, Steven Yarde
Caretaker: Michael Kellaway
Senior Groundsman: Robert Goodland
Groundsman: Sean Coombs
Groundsman and Market Superintendent: Ray McLaren
Cemetery Superintendent: Paul Violet
Lengthsman: Kevin Eden
Temporary Groundsman: Bobby Harris

The Town Mayor, Deputy Mayor, and Leader

Elections to these positions take place each May at the Annual Town Council meeting. The Town Mayor for the coming year 2012-13 is Councillor Dave Rickard, and his deputy is Councillor Geoffrey Ackerman. Councillor Martin Ray was re-elected Leader of the Council for 2012 -13.

The Council and its Committees

The full Council oversees all the activities of the Town Council. It appoints three main committees - Plans, Finance & General Purposes and Environment & Social Wellbeing. These are supported by a number of sub committees and working groups.

The Town Council meets six times a year at 7.00 pm on a Tuesday. The Plans Committee meets monthly on Mondays. The Finance and General Purposes and Environment and Social Wellbeing committees meet on Wednesdays, four or five times a year. The sub committees meet quarterly.

Agendas are normally issued seven clear days before the meetings and are posted on public notice boards throughout the town and on the Council's website. The press and public are welcome to attend all committee, sub committee and full Council meetings and the public may put questions or make statements on any matter in a 30 minute public period at the beginning of each of these meetings. Members of the public and press are only asked to depart if there are any confidential items on the agenda and this is normally dealt with, as the last business of the meeting.

The minutes should be available within ten working days following the meeting. They are available at the library, at the Council offices at Mountfield and on the Town Council website.

Town Councillors

Bridport's eighteen town councillors represent the two wards in the town. They are elected every four years. Elections were held in May 2011 and the next elections will take place in May 2015. The town councillors for each ward are as follows:

South Ward

G.J. Ackerman 31, Crock Lane, DT6 4DF
tel: 01308 458098
Miss S.A. Brown 67, North Allington DT6 5DZ
tel:01308 423078
E.T. Colfox North End Farm, North Chideock DT6 6JY
tel:07768 646434
D.G. Rickard Rydens, Westown, Bothenhampton DT6 4BQ tel:01308 420908
Ms G.E. Summers 31, Victoria Grove DT6 3AD
tel: 01308 421966
D.R. Tett Beech House, 1, De Legh Grove, West Allington, DT6 5QY tel:01308 425070
Ms A-M.Vincent 96, South Street DT6 3NW
tel: 01308 459308
K.G. Wallace The George, 43 Main St, Bothenhampton DT6 4BJ tel:01308 456454
Ms S.J. Williams 88A, South Street DT6 3NW
tel:01308 459433

North Ward

P.J. Colfox 1, Mill Lane, Symondsburry DT6 6HQ
tel:07918 188497
Ms L.L. Glover 8, St. Swithins Avenue DT6 5DN
tel:01308 427091
Ms R.C. Kayes 4, Gore Terrace, Bradpole DT6 3JD
tel:01308 427902
P.J. Lathey 83 Orchard Crescent DT6 5HA
tel:01308 456776
Ms G.E. Massey The Retreat, 15 Rax Lane DT6 3JW
tel:01308 423817
J.T. May 3, The Sidings, St. Andrews Road DT6 3BN ,
tel: 07748 682810
C.O Michell 5, Duck Street, Symondsburry DT6 6EZ
tel:01308 423833
C.M. Ray 9, St Andrews Road DT6 3BG
tel:01308 459095
Mrs M.J. Ray 9, St Andrews Road DT6 3BG
tel:01308 459095

BALANCE SHEET AS AT 31 MARCH 2012**CURRENT ASSETS**

Payments in advance	7,778
Debtors	43,193
Money Market Deposit	201,639
Cash at bank	112,002
Cash in hand	<u>36</u>
TOTAL ASSETS	364,648

CURRENT LIABILITIES

Creditors	<u>32,405</u>
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NET ASSETS	<u>332,243</u>
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REPRESENTED BY

Capital Reserve at 1 April 2011	15,300
Net movement during the year	<u>-</u>
Capital Reserve at 31 March 2012	15,300
General Reserve at 1 April 2011	279,103
Net surplus for the year	<u>40,709</u>
General Reserve at 31 March 2012	319,812
Earmarked Reserve at 1 April 2011	412,383
Contribution to Reserves	19,300
Town Hall capital grants received	382,434
Earmarked funds expended	<u>(816,986)</u>
Earmarked Reserve at 31 March 2012	<u>(2,869)</u>
TOTAL RESERVES	<u>332,243</u>

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2012**INCOME**

Precept	398,194
Interest	802
Allotments	2,984
Cemetery	19,558
Frontages	375
Market	107,517
Amenity Areas/Playing Fields	6,236
Mountfield	52,572
Salt House	5,131
Town Hall	13,828
Parish Clustering	16,555
Community Initiatives	520
Donated Seats and Trees	265
Park and Ride	3,800
CCTV	16,837
Salary contributions	<u>28,076</u>
	<u>673,250</u>

EXPENDITURE

Administration	202,823
Office Expenses	9,007
Mountfield	30,683
Salt House	4,547
Town Hall	44,181
Cemetery	37,088
Civic	5,901
Members' Allowances	10,701
Market	34,801
Other Services	112,443
Parish Clustering	24,675
Amenity Areas and Playing Fields	<u>115,691</u>
	<u>632,541</u>

NET SURPLUS FOR THE YEAR	<u>40,709</u>
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The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2012 and reflects its income and expenditure during the year.