



BRIDPORT TOWN COUNCIL

ANNUAL REPORT 2014-2015



This is the Town Council's annual report for the year 2014/15. As Town Mayor for that year, I am pleased to present the report, which includes details of the Town Council's work over the year and information on the new Council, elected in May 2015.

Councillor Maggie Ray, Town Mayor and Chairman 2014/15



This report provides a summary of the projects delivered by the Town Council over the past year, followed by more detailed information on its operational services.

The Town Council works closely with the District and County Councils, other agencies, community groups in the area and local parish councils. Partnership working is increasingly important in obtaining funding for, and helping to deliver, projects.

The Town Council has a Town Plan, which helps to guide project delivery. The Plan will be reviewed by the new Council in 2015.

The Town Mayor inspecting the Rifles Freedom Parade in June 2014

Town Council Projects 2014-15

During the year, the Town Council:

Installed a new multi use games arena in St Mary's with support from Sport England and the District Council.

Provided a new Water Sports Centre in West Bay for the Gig Club and Canoe Club, with funding from the District Council.

Completed the transfer of the Football Club Car Park, from the District Council to the Town Council, and the car park was resurfaced and redesigned.

Started work with the new community group on the re-design of the New Zealand site.

Supported town events, including the administration of Road Closures.

Arranged the Rifles Freedom March in June and took part in separate commemorations to mark World War 1 and the D Day Landings and organised the Annual Remembrance Parade.

With support from West Dorset District Council, enabled new heritage street lighting in the town centre, including a new facility for publicity banners.

Working with surrounding parishes, took part in the launch of the Bridport Area Neighbourhood Plan, known as "Vision 2030".

Undertook improvements to the Skate Park, providing new equipment.

Working with the Chamber of Trade and Commerce, Market Traders, Tourism Association and BLAP, it issued a new Town Guide and new car park signage.

Continued to provide support for Apprenticeships.

Improved the facilities at the Salt House in West Bay, which, with the Fisherman's Green, is now owned by the Town Council, following transfer from the District Council.

Under a new Agency Agreement, took responsibility for Highway verge cutting on behalf of Dorset County Council.

Supported the Millennium Green Trust to provide a new northern access to Coneygar Hill.

Worked with the County Council, to look at possible extensions to cycle routes.

More information on the next two pages.

Town Council Services 2014-15

Allotments: The Town Council continues to provide a number of allotment sites in the area and to look for new sites. In total, it has 170 allotments and at the time of writing there are 31 people in the parish on the waiting list.

Asker Meadows: The open space and adjoining New Zealand site are now managed by a well supported community group, in partnership with the Town Council.

Borough Gardens: The Town Council continues to work with the Borough Gardens community group on improvements to the Gardens.

Bridport Local Area Partnership: The Local Area Partnership (BLAP) continues to successfully represent a large number of community groups and local councils. It has a membership of 10 local councils and more than 100 local community groups, organisations and individuals. The Town Council, along with the District Council, funds the BLAP Co-ordinator's post.

CCTV: The Town Council provides support for the CCTV, which operates in the town centre.

Cemetery: The Cemetery provides a service for people within and outside the parish and is maintained by the Town Council.

Community (Neighbourhood) Justice Panels: The Town Council continued to work with Bridport Police, Dorchester and Sherborne town councils, Housing Associations and West Dorset District Council on the roll out of Neighbourhood Justice Panels across West Dorset. The project started in Bridport. The Police and Crime Commissioner has approved continued funding until March 2016 and the Steering Group is hoping to secure the long term future of this successful project.

Democracy - Working with Young People: The Town Council has hosted meetings this year of the Bridport Area Youth Council, involving students from The Sir John Colfox School and local primary schools.

Events: The Town Council was represented at and provided support for a number of events during the year, including making arrangements for the successful Freedom Parade by the Rifles Regiment in June 2014. Event organisers were able to advertise their events with banners on the new street lights in the town centre. The Town Council provided flags and bunting for the town centre and put up lights at Christmas.

Environment and Social Wellbeing Committee:

The Committee progressed a number of issues during the past year. This included considering an open spaces management policy, looking at options for solar panels, responding to the County Council's Children Services review and developing a community resilience plan. The Town Council's system of photovoltaic panels continued to perform well and generate income from the feed in tariff.

Finances: The Town Council receives regular budget monitoring reports and the budget remains healthy, although there will be pressure from increased maintenance commitments, with additional land management and the need to consider options for services currently under review by the District Council.

Football Club: The transfer of the football club land and car park, from West Dorset District Council to the Town Council was completed during the year. The District Council manages the car park on behalf of the Town Council. The Town Council provided a new multi use games arena, which was formally opened during the year, is free to use during the day and is proving to be very popular.

Grants: The Town Council provides financial assistance to a range of organisations and community groups. The Town Council has service level agreements with the larger organisations that it funds - the Arts Centre, Leisure Centre, Museum and Citizens' Advice Bureau. In addition, it provided smaller grants for a wide range of community projects. In total over £26,000 was awarded in 2014/15.

Highways and Transportation Sub Committee:

Any proposal for local traffic management schemes, such as new waiting restrictions, has to receive the support of the Town Council, through this Sub Committee, before it will be considered by the County Council, which, as the highway authority, has to agree all schemes. 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, on market days.

Highway Verge Maintenance: The Town Council agreed to enter into a service level agreement with Dorset County Council for the maintenance of highway verges. The Town Council began providing this service from March 2015.

Lengthsman: The post of Bridport Area Lengthsman is funded by the Town Council and the local councils participating in the scheme - Bothenhampton & Walditch, Symondsburly and Bradpole parish councils.

Market: The market, managed by the Town Council, continued to do well, with an average of 32 stalls on Wednesdays and 69 on Saturdays. On 6 Saturdays, 100 traders or more attended the market.

Market & Business Liaison Sub Committee: The Sub Committee includes representatives from the Bridport & District Tourism Association, Chamber of Trade and Commerce, Market Traders' Forum and the Bridport Local Area Partnership. During the year, the Sub Committee oversaw the production of a new Town Guide, new visitor signage in car parks and a new publicity leaflet for the market.

Mountfield / Millennium Green: As part of its management agreement with the Millennium Green Trust, the Town Council continues to maintain the popular gardens, meadow and woodland, all of which are open to the public.

Neighbourhood Plan: The Town Council, Allington, Bothenhampton & Walditch, Bradpole and Symondsbury parish councils began work on the neighbourhood plan for the area.

Priory Lane - Community Orchard: In partnership with the Town Council, the Bridport Community Orchard Group manages the St Mary's Orchard site and now manages the land at the top of Park Road.

Planning applications. Over the past year, 149 applications were reported to the Town Council's Plans Committee and comments passed to West Dorset District Council. The Town Council responded to a number of consultations on the draft Local Plan and gave evidence at the Inspector's Local Plan Examination in December.

Play Areas: The Town Council maintains a number of play areas, including the very popular West Bay Play Area. The new multi use games arena was installed next to Bridport Football Club and improvements were made to the skate park. The Town Council is represented on a Steering Group looking at the extension of the West Bay Play Area, to provide additional facilities for people with disabilities.

Riverside Gardens: The Town Council continues to maintain this popular open space and during the year undertook extensive maintenance work on the trees and hedges.

Salt House: This venue continues to be well used and during the year new kitchen facilities were provided. The Town Council now has the freehold ownership of the building and the adjoining Green, following the transfer from the District Council.

Town Hall: The Town Hall continues to be open six days a week and the Tourist Information Centre is a key feature of the building.

West Bay: The Town Council continued to support the West Bay Forum, including making further representations on the traffic enhancement scheme. It completed the building works on the new Water Sports Centre, improvements have been made to the Salt House, new notice boards provided and further additions to the Play Area are being considered.

Conclusion

A new Council was elected in May 2015 and I would like to thank all those Councillors who served in the outgoing Council, which achieved so much as shown in this report. I would also like to thank all the Town Council staff.

Councillor Maggie Ray Town Mayor 2014-15

Leader of the Town Council

This was a particular busy year for the Town Council. The Mayor's report outlines the Council's services and projects in detail and illustrates how the Council has continued to build on its partnership working with community organisations and agencies in Bridport and West Bay.

At a time of increased financial pressures on local government, it is pleasing that the Town Council has been able to continue to deliver and support important local projects. The continued support of our partners, at all levels, has been and will continue to be, crucial.

In addition to the projects listed, I would like to highlight the Neighbourhood Plan, which will enable local people to have a real say in how our area develops and this project is building on the good relationships between the local councils. I am very grateful to all the local councillors and community representatives on the Steering Group, for all their hard work in getting this project underway.

The Town Council has continued to work with the Chamber of Trade and Commerce, the Tourism Association, Market Traders and BLAP on the Market and Business Liaison Sub Committee. In the past year, working together, we have issued a new Town Guide, new market leaflet, introduced new visitor signage in car parks and are now looking at web based town promotion. The establishment of this Sub Committee will ensure that we are in a good position to bid for any Dorset local economic development funding that may become available for town promotion.

I would like to thank councillors for their support and the Town Council staff for all their hard work over the year.

Councillor Sarah Williams,
Leader of the Town Council 2014-15

The Civic Year

It has been a great honour to serve as Town Mayor in 2014/15 and to fly the flag for Bridport throughout the county and beyond. 2014/15 was a very busy year, with the Rifles Freedom March in June and the many events to commemorate the outbreak of the Great War.

The number and variety of events in Bridport and West Bay grows each year and I would like to take this opportunity to thank all the very many people who work so hard to arrange events that do so much to promote and highlight all that is best about our town. For my Civic Day in September, I was pleased to show visiting mayors and dignitaries some of our projects, including the new Water Sports Centre in West Bay and they took part in the opening of the new Multi Use Games Arena at St Mary's. They were all very impressed with the work of the Town Council and the many active local community groups.

I would like to thank everybody who has helped me over the year. This includes my consort Martin, the Deputy Mayor Councillor Geoffrey Ackerman and my mace bearers, Cyril Whitlock and Paul Violet. Cyril has carried out this role for 25 years, an achievement that was marked during the year. I would also like to thank my Chaplain, Reverend Janis Moore and my Parade Commander, Brigadier John Dean. Finally, I would like to give special thanks to Linda Bullock for her hard work as the Mayor's Secretary.

Councillor Maggie Ray Town Mayor 2014-15

The New Council Year 2015/16



The Town Council in May made the following appointments for the year 2015/16:

Town Mayor:

Councillor Sandra Brown

Deputy Town Mayor:

Councillor Geoffrey Ackerman

Leader of the Council:

Councillor Sarah Williams

Picture shows (from the left)

Mace Bearer Cyril Whitlock

Outgoing Town Mayor:

Councillor Maggie Ray

Town Mayor:

Councillor Sandra Brown

Deputy Town Mayor

Councillor Geoffrey Ackerman

Leader of the Council:

Councillor Sarah Williams

Mace Bearer Paul Violet

The Town Council Offices

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

Finance & Office Manager: Paul Fuszard

Community Planning Officer: Tessa Greenaway

Administrative Officer: Linda Bullock

Office Staff: Steven Yarde, Claire Peters-Way

Caretaker/Cleaner: Clare Violet

Senior Groundsman: Robert Goodland

Groundsman: Sean Coombs

Groundsman: Richard Pollard

Market Superintendent: Ken Hussey

Cemetery Superintendent: Paul Violet

Lengthsman: Ed Wootton

Assistant Groundsman: Loren Winters

Bridport Town Councillors

Elected May 2015 for 4 years



Geoffrey Ackerman
31, Crock Lane DT6 4DF
(01308) 458098
Bridport South



Jeremy Brodie
203, Orchard Avenue DT6 5RJ
(07739) 805672
jez@jurassicfitness.co.uk
Bridport North



Sandra Brown
67, North Allington DT6 5DZ
(01308) 423078
cllrs.brown@westdorset-dc.gov.uk
Bridport South



Kelvin Clayton
22, Lansdowne Road
DT6 4BE
(01308) 426318
kelvin.clayton@hotmail.co.uk
Bridport South



Eddie Colfox
North End Farm, North Chideock
DT6 6JY
(07768) 646434
eddiecolfox@hotmail.co.uk
Bridport South



Keith Day
Delapre Lodge, St Andrews Road
DT6 3BG
(01308) 425465
keithaday@aol.com
Bridport North



Terry Harrison
17, Lake Lane DT6 4JY
(01308) 459863
Tntharrison17@hotmail.com
Bridport South



Sarah Horniman
c/o Town Council Offices
DT6 3JP
(07555) 423244
sarah.horniman-ld@outlook.com
Bridport North



Barry Irvine
4, Sunnyside, Bothenhampton
DT6 4LB
(01308) 423611
Bridport South



Julian Jones
4, North Mills DT6 3AH
(01308) 428346
Julian.jsl@phonecoop.coop
Bridport North



Ros Kayes
4, Gore Terrace, Bradpole
DT6 3JD
(07920) 850167
roskayes@gmail.com
Bridport North



Frances McKenzie
238, Orchard Avenue DT6 5RL
(07534) 267763
fmfmckenzie28@gmail.com
Bridport South



Gillian Massey
The Retreat, 15, Rax Lane
DT6 3JW
(01308) 423817
paularthurandgill@gmail.com
Bridport North



Martin Ray
11, Cordova Gardens DT6 3NG
(01308) 459095
magieray@aol.com
Bridport North



Maggie Ray
11, Cordova Gardens DT6 3NG
(01308) 459095
magieray@aol.com
Bridport North



David Rickard
"Rydens", Westown,
Bothenhampton DT6 4BQ
(01308) 420908
daverickard@phonecoop.coop
Bridport South



Anne Rickard
"Rydens", Westown,
Bothenhampton DT6 4BQ
(01308) 420908
busychicks@phonecoop.coop
Bridport North



Sarah Williams
88A, South Street
DT6 3NW
(01308) 459433
Bridport South

How the Council Works

The Council comprises 18 councillors - 9 to represent the South ward and 9 to represent the North ward.

All Councillors meet as the full Council to take the major decisions and oversee all the activities of the Town Council. The Council 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 on the agenda, in a 30 minute public forum at the beginning of all of these meetings. The minutes should be available within three working days following the meeting. They are available at the library, at the Council offices at Mountfield and on the Town Council website.

The Calendar of Meetings for the Year is on the Town Council's web site (www.bridport-tc.gov.uk) and on notice boards. Please contact Bob Gillis, Town Clerk for any information regarding Council meetings.

BALANCE SHEET AS AT 31 MARCH 2015**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2015**

	£		£
CURRENT ASSETS		INCOME	
Payments in advance	7,038	Precept	470,753
Debtors	102,706	Council Tax Support Grant	52,008
Money Market Deposits	203,328	Interest	1,639
Cash at Bank	375,502	Allotments	3,987
Cash in Hand	<u>82</u>	Cemetery	24,942
		Frontages	390
TOTAL ASSETS	688,656	Market	87,881
		Amenity Areas and Playing Fields	11,573
CURRENT LIABILITIES		Mountfield	73,594
Creditors	<u>93,069</u>	Salt House	4,550
		Town Hall	33,891
NET ASSETS	<u>595,587</u>	Parish Clustering	7,200
		Community Initiatives	1,560
REPRESENTED BY:		Park and Ride	3,800
General reserve 1 April 2014	487,137	CCTV	16,837
Transfer from earmarked reserves	0	Town Plan Projects	61,275
Net surplus for the year	<u>25,525</u>	Salary contributions	<u>17,576</u>
			873,456
General reserve 31 March 2015	512,662	EXPENDITURE	
Earmarked reserve 1 April 2014	100,203	Administration	230,320
Contribution to reserves	51,650	Office expenses	10,223
Earmarked funds expended	<u>-68,928</u>	Mountfield	42,099
		Salt House	7,152
Earmarked reserve as at 31 March 2015	<u>82,925</u>	Town Hall	37,506
TOTAL RESERVES	<u>595,587</u>	Cemetery	44,458
		Civic	5,087
		Members' Allowances	10,994
		Market	35,235
		Amenity Areas and Playing Fields	191,070
		Parish Clustering	27,456
		Grants and Donations	26,200
		Community Planning	35,568
		Park and Ride	6,826
		CCTV	21,772
		Town Plan Projects	98,088
		Other services	<u>17,877</u>
			<u>847,931</u>
		NET SURPLUS FOR THE YEAR	<u>25,525</u>

The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2015 and reflects its income and expenditure during the year.