

Minutes of the MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE of Bridport Town Council held at Mountfield, Bridport on Wednesday 14 September 2011 at 7.00 p.m.

PRESENT: Cllr: C.M. Ray (Chairman)

Cllrs: G.J. Ackerman Mrs M.J. Ray
Miss S.A. Brown D.R. Tett
J.T. May

Also in attendance: Cllrs: Ms L.L. Glover (until 7.10pm) and D.G. Rickard.

PUBLIC FORUM

Mr Peter Billingham spoke in respect of the item on Honorary Townsperson (min 49). He asked why the award could not be made posthumously so that his late wife Jalna could be recognised for her work on behalf of the town.

Cllr Ms L.L. Glover reported that she had been advised that Dorset County Council will be re-surfacing St Swithins Road, following the completion of the new affordable housing site at Dibdin View. The Chairman was joined by all councillors in welcoming this news, which followed the submission of a petition from the residents in the area, which was organised, and presented to the Town Council, by Cllr Glover. It was understood that the County Council would be liaising with the Town Council to programme the works to start as soon as was practical before the winter

31. APOLOGIES

An apology for absence was submitted on behalf of Cllr Ms A-M.A.Vincent.

32. MINUTES

The minutes of the meeting of the Committee held on 15 June 2011 were confirmed as a true and correct record and signed by the Chairman.

33. DECLARATIONS OF INTEREST

Interests declared at the Best Value, Scrutiny and Town Plan Sub Committee in respect of the grant applications (minute 34) were noted, as recorded in the minutes of the Sub Committee meeting. The Committee did not discuss the individual applications.

Councillor D.G. Rickard, although not a member of the Committee, declared a personal interest in the item on the Spirit of Bridport (minute 48) as the Town Council's representative on that body.

34. BEST VALUE, SCRUTINY AND TOWN PLAN SUB COMMITTEE

The Town Clerk reported on information received from the following groups:

Axe Valley and West Dorset Ring and Ride – information had been provided on number of journeys for Bridport residents.

Bopper Bus Organisation – the bus was available for use by children in West Allington and took children to the Leisure Centre. (The Committee also asked if the organisation would be willing to look at running the service to the new bowling alley at Freshwater during the winter).

Hughes Unit – the Group had confirmed that they had a constitution and following their next meeting would confirm the usage of the grant.

RESOLVED: that the minutes of the meeting of the Sub Committee held on 6 September 2011 be received and the recommendations therein adopted, namely:

(a) that the following grants be approved, marked with the appropriate power:

Grants (minute 16)

Organisation	Grant	Power to make the award
Larger Organisations		
	£	
Citizens' Advice Bureau	4,000	Local Government Act 1972 s 142(2)(A)
Museum	3,200	Power of Wellbeing
Leisure Centre	4,000	Local Government (Miscellaneous Provisions) Act 1976 s19(3)
Arts Centre	6,250	Local Government Act 1972 s145
Service Level Agreement grants total	17,450	Budget - £16,000
Smaller Organisations		
	£	
Disabled Carers and Friends Club – assistance with meeting costs	200	Power of Wellbeing
Pantomime Players – assistance with next pantomime	200	Local Government Act 1972 s145
Lions Club – diabetic screening	200	Power of Wellbeing
Bridport Child Contact Centre – update materials and activities	250	Power of Wellbeing
New Elizabethan Singers – Concert	150	Local Government Act 1972 s145
Bridport Area Fifty Plus Forum – new box for hearing loop	210	Power of Wellbeing
Barracudas – award of trophies for competition swimmers.	200	Power of Wellbeing
Moving On – support for project	250	Power of Wellbeing
Respite and Recovery UK – Courses for carers in Bridport	200	Power of Wellbeing
Axe Valley and West Dorset Ring and Ride – community transport *	700	Local Government & Rating Act 1997 s27
1 st Bridport Scout Group –	200	Power of Wellbeing

Replacement of 2 doors		
Bopper Bus Organisation – transportation for children to Bridport **	200	Power of Wellbeing
First Dorset Credit Union – assistance with advertising	300	Power of Wellbeing
Bridport and West Dorset Music Club-concert programme	200	Local Government Act 1972 s145
Hughes Unit*** support for service users group	200	Power of Wellbeing
Age Concern, Chancery House – Purchase of tumble dryer	750	Power of Wellbeing
Local Food Group – “Potting Shed Poems: Growing Ideas” project	200	Power of Wellbeing
Team Dorset Athletics Network – Equipment Hire	200	Local Government (Miscellaneous Provisions) Act1976 s19(3)
Life Education Wessex – Programme on health and drug prevention for primary school children.	250	Power of Wellbeing
Bridport Chamber Orchestra – Summer Concert	200	Local Government Act 1972 s145
Arts Centre, Summer thing – children’s arts festival	200	Local Government Act 1972 s145
Youth Dance – after school activities	300	Local Government Act 1972 s145
Millennium Advice and Information Centre – extended opening hours	250	Power of Wellbeing
Hat Festival – headwear celebration	250	Power of Wellbeing
BYPAT – contribution to extension of West Bay Play Area ****	150	Power of Wellbeing
Total Small Grants	6,410	Budget - £9,500

(b) that in view of the budget and purposes of the small grants programme, the applications from Spirit of Bridport (£4,000) and Bridport Football Club (£4,500) be not supported and other ways to support the projects be considered.

(c) the application from Bridport Community Video (£250) be not supported.

(d) in respect of approved applications from national and county bodies, it was on the understanding that the money was ring-fenced for Bridport only,

(e) for those grants shown above, being recommended under the Power of Wellbeing, it was considered that the expenditure in each case will achieve any one or more of the following three objectives:

- 1) the promotion or improvement of the economic well-being of the area
- 2) the promotion or improvement of the social well-being of the area
- 3) the promotion or improvement of the environmental well-being of the area (or persons in its area) having regard to the principal councils' community strategies.

(f) that the following grants recommended above be earmarked and the Town Clerk be given delegated authority to release the grants upon receipt of the information requested:

*Axe Valley and West Dorset Ring and Ride – community transport –confirmation on use by people in Bridport (members noted that this information had now been received as reported above)

**Bopper Bus Organisation – confirmation on use by children in Bridport (members noted that this information had now been received as reported above)

***Hughes Unit – confirmation on the constitution of the Group and proposed usage of the funding.

****BYPAT – West Bay Play Area extension – confirmation on the project proceeding.

35. TOWN HALL AND BUCKY DOO WORKING PARTY

RESOLVED: that the minutes of the meeting of the Working Party held on 28 June, 26 July and 30 August 2011 be received and noted.

36. TOWN HALL HERITAGE AND CONSERVATION PROJECT

Consideration was given to a report of the Town Clerk, ENCL: 2436.

The Town Clerk provided an update on progress. Discussions were ongoing with West Dorset District Council regarding work on the new town centre toilets in South Street Car Park and it was hoped to report very soon on the timetable and arrangements for the project delivery.

RESOLVED: that the latest position on the Project, as outlined in the report, be noted.

37. SERVICES ADMINISTERED BY THE SURVEYOR

The report of the Town Surveyor, ENCL: 2428 was considered.

(a) Meadowlands Play Area

RESOLVED: that

(i) Magna Housing be thanked for repainting the play area, as part of its community work, and

(ii) the resurfacing of the play area be approved at an estimated cost of £1,700.

Updates were also provided on the following items: -

- (b) Multi Use Games Area
- (c) Street Lighting
- (d) Christmas Lighting
- (e) Allotments
- (f) Late Night Markets
- (g) Working with Dorset County Council
- (h) Mobile CCTV Camera
- (i) Borough Gardens
- (j) Bridport Area Lengthsman

The update reports were noted.

38. FINANCIAL ESTIMATES 2011/2012 – 1ST REVISION

Consideration was given to a report of the Town Clerk, ENCL: 2424.

RECOMMEND: that the 1st revision of the estimates for the year 2011/2012 be approved.

39. TOWN PLAN REVIEW UPDATE

The Town Clerk reported on the meetings of the Town Plan Review Working Group and the consultation undertaken as part of the review. The full Council on 20 September would receive a report on the first draft prior to further public consultation.

The update was noted.

40. RENEWABLE ENERGY PROJECT – PLOTTINGHAM

Consideration was given to a report of the Town Surveyor, ENCL: 2438.

The Town Surveyor stated that more time was needed to analyse the tenders received and a further report would be submitted to the next meeting of this Committee.

RESOLVED: that the update be noted and a report be submitted at the November meeting, following full analysis of the tenders received.

41. PROJECTS UPDATE

Councillors considered a report of the Town Clerk, ENCL: 2430.

The update was noted.

42. WDDC – LAND DISPOSALS UPDATE

Councillors considered a report of the Town Clerk, ENCL: 2435.

The update was noted.

43. WEST BAY METHODIST CHAPEL – UPDATE

Councillors considered a report of the Town Clerk, ENCL: 2435.

RESOLVED: that the update provided by the Bridport Area Development Trust be noted and the development of the interpretation centre proposal be supported as set out in the report.

44. DORSET COUNTY COUNCIL – PROPERTY REVIEW

The Town Clerk reported on the ongoing Bridport Principal Town Review, being led by the County Council. There had been two meetings held so far, looking at buildings owned by local authorities in the area and whether there was any scope for rationalisation or sharing of assets. The first two meetings were fact finding meetings and any proposals that could come forward would be subject to consultation and further reports before any decisions were taken. Members would be kept informed of progress.

The update was noted.

45. DATA PROTECTION ACT 1998 – COUNCILLORS’ NOTIFICATIONS

Councillors considered a report of the Town Clerk, ENCL: 2425.

Members noted the requirement and agreed that should the cover be necessary then the costs would be met but asked that the Town Clerk check whether members were not already covered through, for example, membership of a political party.

RESOLVED: that the costs of the notification of members (who are not already covered by the District or County Council) be met by the Town Council at an annual cost of £455, to be met from the members’ allowances budget subject to confirmation from the Town Clerk that members were not already covered.

46. THE QUEEN’S DIAMOND JUBILEE 2012

Councillors considered a report of the Town Clerk, ENCL: 2429.

Members noted the possible options to mark the occasion locally, as reported at the meeting:

- If the new footpath to Coneygar Hill was approved then this could perhaps be re-named “Jubilee Way” subject to approval of the Millennium Green Trust.
- Proposals for Borough Gardens to be re-designed as a more formal garden were being considered.
- Members also felt it would be interesting to hear how people and local groups would like to mark the occasion in Bridport.
- Lighting a beacon, as being considered by the scouts.

RESOLVED: that the proposals from the Lord Lieutenant of Dorset to mark the Queen's Diamond Jubilee 2012 be noted and this Committee receive further reports on progress on the options set out above.

47. LOCAL GOVERNMENT RESOURCE REVIEW: PROPOSALS FOR BUSINESS RATES

Councillors considered a report of the Town Clerk, ENCL: 2431.

Members discussed the proposal and noted the comments from the Bridport Chamber of Commerce.

It was felt that more information was needed on this proposal.

RECOMMEND: that following further clarification, the Town Council agree a response to Government proposals to amend the collection of business rates

48. SPIRIT OF BRIDPORT – SUPPORT FOR EVENTS

Councillors considered a report of the Town Clerk, ENCL: 2433.

Members re-iterated their support for the Spirit of Bridport project and agreed that the Town Council should host the Bridport Heritage exhibition at the Town Hall as part of the celebrations as proposed, for four weeks. The Salt House could also be made available to the Spirit of Bridport project for two weeks.

The costs of the use of these venues would be met by the Town Council, as part of its support of the Spirit of Bridport project.

RESOLVED: that the support for the Spirit of Bridport events at the Town Hall and Salt House be approved as set out above

49. HONORARY TOWNSPERSON PROCEDURE

Councillors considered a report of the Town Clerk, ENCL: 2426.

RECOMMEND: that the process for consideration of nominations for Honorary Townsperson be approved as set out in the report.

50. BRIDPORT AREA DEVELOPMENT TRUST AGM

Councillors considered a report of the Town Clerk, ENCL: 2427.

RECOMMEND: that Cllr Ms S.J. Williams be nominated as the representative of the Town Council on the Bridport Area Development Trust

51. ROOM BOOKING AND COMMUNITY WEB SITE CHARGES

Councillors considered a report of the Town Clerk, ENCL: 2439.

The Town Clerk reported on the proposals for reviewing the charges for the Town Hall in recognition of the additional facilities on offer, when it re-opens, subject to maintaining the basic existing hire charge for community usage. The Town Clerk also retained the discretion to waive charges for community and voluntary group

bookings but this would be intended for use of rooms in Mountfield. All charges would be fully reviewed, as part of the budget making process at the end of the year.

Bearing in mind the re-design of the community web site, the Town Clerk recommended the following charges for links from the site:

Business: Page £50 a year, Link to own web site £20 a year,
Clubs and Organisations: Page £10 a year, link to own web site free
Market Traders: page £10 a year; link to own web site £5 a year.

These fees would also be reviewed as part of the annual review of charges.

RESOLVED: that the proposed community web site fees be approved as set out above and the Town Clerk, in consultation with the Chairman of this Committee and the Chairman of the Best Value, Scrutiny and Town Plan Sub Committee, be given authority to confirm the charges for use of the Town Hall, when it is re-opened.

52. DAPTC – MOTIONS TO AGM

Councillors considered a report of the Town Clerk, ENCL: 2432.

RECOMMEND: that the two motions for the DAPTC AGM be supported, as set out in the report.

53. CORRESPONDENCE

The Town Clerk reported that a letter had been received from Dorset County Council regarding support for high speed Broadband and whether the Town Council would be prepared to help meet the costs of installation in Dorset, through an increase in precept. He would report further on this when he had more information.

54. ANNOUNCEMENTS

The Town Clerk reminded members of the Hat Festival taking place in the town at the weekend.

55. PAYMENT OF ACCOUNTS

The Town Clerk presented List 2 of the 2011/12 accounts, in the sum of £260,122.56, which had been authorised for payment since the last meeting. This having been tabled for members' information, was approved and signed by the Chairman.

56. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED: that in view of the confidential nature of the business about to be transacted, it was agreed that in the public interest the public be temporarily excluded whilst the Committee considered the following matters:

57. MAGISTRATES' COURT – RIGHT OF WAY

The Town Clerk had not further information to report on this matter.

58. PROPERTY MATTERS

The Town Clerk reported that Magna Housing were due to move into Mountfield within the next two weeks.

59. STAFFING MATTERS

Councillors considered a report of the Town Clerk, ENCL: 2434.

RESOLVED: that the proposals set out in the report regarding the continued employment of the temporary groundsman as an apprentice for one year, as from 1st September 2011, be approved with the additional costs of training to be met from the ASPIRE project.

The meeting closed at **8.40 p.m.**

The next meeting of the Committee will be held on 23 November 2011