

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 23 June 2015 at 7.00 p.m.

PRESENT Cllr Miss S.A. Brown – Town Mayor (in the Chair)

Cllr	G.J. Ackerman	Ms R.C. Kayes
	J.P. Brodie	Ms G.E. Massey
	K.C. Clayton	C.M. Ray
	K.A. Day	Mrs M.J. Ray
	Ms S.A. Horniman	D.G. Rickard
	W.B. Irvine	Mrs E.A. Rickard
	J.S.L. Jones	Ms S.J. Williams

PUBLIC FORUM

There were no speakers in the Public Forum.

18. APOLOGIES

Apologies for absence were received on behalf of Cllrs E.T. Colfox, T.G. Harrison and Ms F.K. McKenzie.

19. MINUTES

The minutes of the meeting held on 21 May 2015 were confirmed as a correct record and signed by the Town Mayor (Chairman).

20. DECLARATIONS OF INTEREST

All the previously recorded interests declared under this item in the Committee minutes were noted.

21. STANDING ORDER 14 (b)

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

22. MINUTES OF COMMITTEES

(a) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 30 March 2015 were presented by the Committee Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 30 March 2015 be received.

(b) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 27 April 2015 were presented by the Committee Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 27 April 2015 be received.

(c) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 8 June 2015 were presented by the Committee Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 8 June 2015 be received.

(d) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 17 June 2015 were presented by the Committee Chairman, Councillor Mrs M.J. 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 17 June 2015 be received and the recommendations therein be adopted, as set out below: -

(Minute 6) BEST VALUE, SCRUTINY AND BRIDPORT & WEST BAY TOWN PLAN SUB COMMITTEE

(Sub min 6) NEW COUNCIL – TOWN PLAN REVIEW AND PROJECT REPORTING AND MONITORING

RESOLVED: that the Town Council commence preparation of a new Town Plan in line with the proposed arrangements set out in the minutes, including extending the remit of the Budget and Service Review Working Group, to include a review of the Town Plan.

(Sub min 8) ELECTRONIC BANKING & REVISED FINANCIAL REGULATIONS

RESOLVED: that a report on revised Financial Regulations be submitted to the September meeting of the Sub Committee, with options for electronic banking.

(Sub min 9) INTERNAL AUDIT AND ANNUAL ACCOUNTS 2014/15

RESOLVED: that the outcome of the internal audit and the Annual Financial Risk Assessment be noted and the proposed actions in the Risk Assessment be implemented.

(Sub min 14) STANDING ORDERS REVIEW

RESOLVED: that a Working Party meet to review and report back to Council on any amendments to Standing Orders. The membership of the Working Party to be: Cllrs Miss S.A. Brown, Ms S.A. Horniman, C.M. Ray, Mrs M. J. Ray and Ms S.J. Williams.

(Minute 8) ANNUAL ACCOUNTS – YEAR ENDING 31 MARCH 2015

RESOLVED: that the Annual Accounts for the year ended 31 March 2015 be approved.

(Minute 11) ELECTORAL REVIEW OF DORSET –
DRAFT RECOMMENDATIONS

Members discussed the proposals and reiterated the comments and concern expressed by the Finance and General Purposes Committee, as outlined in the minutes. It was important that the single member division for Bridport was retained and the response should emphasise that the proposals did not meet the Boundary Commission's own criteria, in respect of reflecting community identities and providing effective and convenient local government.

RESOLVED: that the Town Council make a strong response, to include the comments agreed by the Finance and General Purposes Committee, opposing the Local Government Boundary Commission's proposal for a two member County Council division for Bridport.

(Minute 12) LOCAL GOVERNMENT OMBUDSMAN &
LARGER COUNCILS

RESOLVED: that the proposal to extend the remit of the Local Government Ombudsman to cover larger town and parish councils be supported, with the comments as set out in the Committee minutes and the Town Clerk be given delegated authority to respond.

(Minute 19) COASTAL COMMUNITIES TEAM –
SUBMISSION OF APPLICATION

RESOLVED: that the Town Council submit an application to establish a Coastal Communities Team, as set out in the report.

(Minute 20) FOOTBALL CLUB LEASE

RESOLVED: that the amendments to the Bridport Football Club lease be agreed as set out in the minutes and the Town Clerk, in consultation with the Chairman of the Committee, be given delegated authority to arrange for the lease to be completed, signed and sealed.

(Minute 27) APPOINTMENTS & REPRESENTATIVES OF THE COUNCIL

RESOLVED:

- (1) that the appointments to outside bodies for 2015/16 be approved as in the appendix to these minutes and the Town Clerk be given delegated authority to make any appointments to remaining vacancies.
- (2) that the Leader of the Council, Cllr Ms S.J. Williams be confirmed as the Town Council's representative on the Neighbourhood Plan Joint Committee, with Cllr D.G. Rickard as reserve member.
- (3) that the cheque signatories remain as Councillors G.J. Ackerman, Miss S.A. Brown, C.M. Ray and D.G. Rickard.

23. STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT 2014/2015

Consideration was given to a report of the Town Clerk, ENCL: 2987.

The report included Sections 1, 2 and 4 of the Annual Return for the year ended 31 March 2015. Section 4 was included for information and the Town Clerk outlined the content of Sections 1 and 2.

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

RESOLVED: that Sections 1 and 2 of the Annual Return for the year ended 31 March 2015 - the Statement of Accounts and the Annual Governance Statement - be approved for submission to the External Auditor.

24. BRIDPORT LOCAL AREA PARTNERSHIP

Maureen Jackson, BLAP Chair, made a presentation on the work of the Local Area Partnership and outlined current issues and initiatives. Some of the recent achievements highlighted included initiating the neighbourhood plan process, establishing the Lengthsman scheme and supporting the setting up of the Bridport Area Development Trust.

Maureen was thanked for the presentation and for all her work as the BLAP Chair.

25. MEETINGS CALENDAR AMENDMENT

RESOLVED: that the Plans Committee scheduled for 27 July be moved to 3 August 2015 at 7.00pm.

26. COMMUNICATIONS

The following items were reported for information:

- (1) The Town Mayor reported her list of engagements, ENCL: 2985 and reminded everyone of the Charter Fair on Saturday 4 July, her Civic Service on Sunday 26 July, and that her Civic Day would be held alongside the Hat Festival on Saturday 5 September.
- (2) The Leader of the Council hoped members would be able to help out on the Town Council stall at the Charter Fair on Saturday 4 July and at the Melplash Show on Thursday 27 August.

The meeting closed at **7.52p.m.**

The next meeting of Bridport Town Council will be held on 22 September 2015

Representatives on Outside bodies 2015/2016

A35/Miles Cross Advisory Group	Cllr Ms S.J. Williams
Asker Meadows Steering Group	Cllr Ms G.E. Massey
Axe Valley and West Dorset Ring and Ride Service	Vacancy
Bridport & District Tourism Association	Cllr C.M. Ray
Bridport & West Dorset Sports Trust Management Committee	Cllr E.T. Colfox
Bridport & District Community Football Partnership	Cllr G.J. Ackerman
Bridport Area Development Trust	Cllr Ms S.J. Williams
Bridport Arts Centre Management Committee	Cllr W. B. Irvine
Bridport Chamber of Trade and Commerce	Cllr Ms S.J. Williams
Bridport Charities Trustees	Cllr Ms R.C. Kayes, Cllr Ms G.E. Massey, and Town Mayor – ex officio.
Bridport Citizen's Advice Bureau Management Committee	Cllr W. B. Irvine
Bridport Neighbourhood Justice Panel Steering Group	Cllr D.G. Rickard and Cllr Ms R.C. Kayes
Bridport Community Orchard Group	Cllr Mrs M.J. Ray
Bridport Hat Festival	Cllr Ms S.J. Williams
Bridport Heritage Forum	Cllr Ms G.E. Massey
Bridport Local Area Partnership (BLAP)	Cllr Ms S.J. Williams and Cllr Ms G.E. Massey
Bridport Food Festival Committee	Cllr Mrs E.A. Rickard
Bridport Millennium Green Trust	Vacancy
Bridport Museum Trust	Cllr G.J. Ackerman & Cllr Ms S.J. Williams
Bridport Young Persons Action Trust	Cllr K. C. Clayton
Bridport Youth and Community Centre	Cllr K.C. Clayton
Bridport/St Vaast La Hougue Twinning Association	Vacancy and Cllr G.J. Ackerman
Chancery House	Cllr K. A. Day and one vacancy
Christmas Festival Committee	Cllr Mrs E.A. Rickard
Crime Prevention Panel	Cllr C.M. Ray
DORBAG (Dorset Broadcasting Action Group)	Vacancy
Dorset Age Partnership	Vacancy
Dorset Association of Parish & Town Councils	Cllr Ms S.A. Horniman and one vacancy
Dorset Coast Forum	Cllr D.G. Rickard
Exeter Drug Project	No longer appoint
Jurassic Coast Communities Forum	Cllr Miss S.A. Brown
Partners and Communities Together (PACT)	No longer appoint
Skills for Self-Reliance	Cllr Ms R.C. Kayes
Skills Training Bridport	Cllr K.C. Clayton
The Stephen Rook Memorial Fund	Cllr C.M. Ray
West Bay Forum	Cllr Ms R.C. Kayes
West Dorset Western Area Transport Action Group	Cllr Ms R.C. Kayes