

At a MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Tuesday 27 January 2015 at 7.00 p.m.

PRESENT Cllr Mrs M.J. Ray – Town Mayor (in the Chair)

Cllr	G.J. Ackerman	Mrs E.A. Rickard
	P.J. Colfox (from 7.10pm)	Ms G.E. Summers
	Ms R.C. Kayes	D.R. Tett
	Ms G.E. Massey	K.G. Wallace
	C.M. Ray	Ms S.J. Williams
	D.G. Rickard	

PUBLIC FORUM

Rory Armstrong from the Bridport Youth Council addressed the Council and spoke about the issues discussed at recent Youth Council meetings. The Mayor thanked Rory for attending the meeting and said that the Town Council looked forward to continuing to work with the Youth Council, to take forward issues of concern to young people in the area.

The Mayor reported that Ray McLaren, the Market Superintendent, who was retiring from the Town Council after 15 years, had been invited to the meeting but sadly was unable to attend. She was joined by all members in paying tribute to Ray, and wishing him well for the future. She would also write to Ray, on behalf of the Town Council.

38. APOLOGIES

Apologies for absence were received on behalf of Cllrs J.T. May and Ms A-M. A. Vincent.

39. MINUTES

The minutes of the meeting held on 25 November 2014 were confirmed as a correct record and signed by the Town Mayor (Chairman).

40. DECLARATIONS OF INTEREST

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

41. STANDING ORDER 14 (b)

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

42. MINUTES OF COMMITTEES

(a) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 1 December 2014 were presented by the Committee Vice-Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 1 December 2014 be received.

(b) PLANS COMMITTEE

The minutes of the meeting of the Plans Committee held on 5 January 2015 were presented by the Committee Vice-Chairman, Councillor Ms S.J. Williams.

RESOLVED: that the minutes of the meeting of the Plans Committee held on 5 January 2015 be received.

(c) FINANCE AND GENERAL PURPOSES COMMITTEE

The minutes of the meeting of the Finance and General Purposes Committee held on 21 January 2015 were presented by the Committee Chairman, Councillor C.M. Ray.

RESOLVED: that the minutes of the meeting of the Finance and General Purposes Committee held on 21 January 2015 be received and the recommendations therein be adopted, as set out below: -

(Minute 121) FINANCIAL ESTIMATES 2014/2015 – 3rd REVISION

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and

RESOLVED: that the 3rd revision of the estimates for the year 2014/2015 be approved.

(Minute 122) BUDGET AND ESTIMATES 2015/2016

Councillor C.M. Ray, seconded by Councillor Ms S.J. Williams, moved an amendment to the recommendation, which had been circulated to all members at the meeting. The amendment read:

that Option 3 be approved subject to the Town Council not being included within the Government's Referendum principles for 2015/16. If the Town Council receives subsequent notification that it is included within the Referendum principles and would be required to conduct a Referendum then, bearing in mind the increased costs of a Referendum, Option 2 in the report be approved instead, as follows:

increase the precept by £11,614 in total, including the Local Council Tax Support Grant. This would raise £521,373 leaving a deficit of £11,222 (requiring amendments to the budget to be made of that amount). The Band 'D' charge would increase by 1.95%. The necessary budget amendments to ensure a balanced budget to be made under the following headings:

Delegated Functions to be reduced from £20,000 to £10,000
Planned Maintenance Mountfield to be reduced from £15,000 to £13,778

Members discussed the amendment and expressed concern that, at this late stage, they did not know if the Town Council would be subject to the Government's Referendum Principles.

Members commented on the issues affecting the budget, including the reduction in the Local Council Tax Support Grant, increased responsibilities and potential implications for the Town Council in respect of changes to services currently delivered by the principal councils. For these reasons, it was important that the Town Council was able to approve the recommended budget. However, it was recognised that, bearing in mind the costs of a referendum, it was necessary to consider an option that could be adopted should the Council be included within the Referendum Principles. This was the intention of the amendment. It was therefore:

RESOLVED: that the amendment, as set out above, be approved.

The amended recommendation, after being moved and seconded, was then put to the vote, declared to be carried and it was

- RESOLVED:
- (1) that the level and use of reserves as set out in section 4 of the report be approved for 2015/16,
 - (2) that the draft estimates for 2015/16 as set out in Appendix A be approved to deliver the projects in Appendix C,
 - (3) that the proposed fees and charges set out in Appendix B to the report be approved for 2015/16, subject to the addition of a £30 charge for putting up street banners on the town centre lamp posts,
 - (4) that in terms of the precept, Option 3 in the report be approved, which would increase the precept by £22,836 and, including the Local Council Tax Support Grant, would raise £532,595 broken down as follows:

Precept (funded through the Council Tax): £493,589
Local Council Tax Support Grant: £ 39,006

The annual Band D charge to increase from £161.79 to £168.78 (4.32%).

- (5) that Option 3 be approved subject to the Town Council not being included within the Government's Referendum principles for 2015/16. If the Town Council receives subsequent notification that it is included within the Referendum principles for 2015/16 and would be required to conduct a Referendum then, bearing in mind the increased costs of a Referendum, Option 2 in the report be approved instead as follows:

increase the precept by £11,614 in total, including the Local Council Tax Support Grant. This would raise £521,373 leaving a deficit of £11,222 (requiring amendments to the budget to be made of that amount). The Band 'D' charge would increase by 1.95%. The necessary budget amendments to ensure a balanced budget to be made under the following headings:

Delegated Functions to be reduced from £20,000 to £10,000, Planned Maintenance Mounfield to be reduced from £15,000 to £13,778

(Minute 124) REVIEW OF ELECTION CHARGES

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and

RESOLVED: that a response on the proposals be approved at the next meeting of this Committee, following further consideration of the details.

(Minute 126) HOUSEHOLD RECYCLING CENTRES CONSULTATION

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and

RESOLVED: that the Environment and Social Wellbeing Committee agree the response to the consultation.

(Minute 134) ELECTIONS 2015

Proposed amendments to the meetings timetable were tabled at the meeting.

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and

RESOLVED: that proposals to issue information on standing for election to the Town Council be approved and changes to the 2014/15 meetings timetable be approved as follows:

Environment and Social Wellbeing moved from 11 March to 10 February at 7pm

Finance and General Purposes moved from 25 March to 11 March at 7pm

Annual Town Meeting moved from 7 April to 17 March at 6pm
Council moved from 14 April to 17 March at 7pm or at the conclusion of the Annual Town Meeting.

(Minute 135) FLAG FLYING POLICY

The recommendation, after being moved and seconded, was put to the vote, declared to be carried and

RESOLVED: that the Town Council's Flag Flying Policy be approved as set out in the report, subject to one addition:

15 September - Battle of Britain Day.

(Minute 137) REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT AND APPOINTMENT OF AN INTERNAL AUDITOR FOR 2015/16

RESOLVED: that for 2015/16 the existing internal audit arrangements continue, subject to a further review at the completion of the 2014/15 audit.

(Minute 138) RISK ASSESSMENT AND MANAGEMENT: ANNUAL REVIEW

RESOLVED: that the Risk Assessment and Management Strategy policy document be approved.

(Minute 146) PROPERTY MATTERS – UPDATES ON LEASE RENEWALS / RENT REVIEWS AT MOUNTFIELD

RESOLVED: that the proposed terms of the renewal of the lease with West Dorset District Council at Mountfield be approved and the Town Clerk be given delegated authority to complete the renewal and conclude the rent review for the Magna Housing rooms.

43. NEIGHBOURHOOD PLAN UPDATE

Consideration was given to the minutes of the Local Council Joint Committee, ENCL: 2938.

Members asked about the position in respect of the consultation on the Vearse Farm allocation in the draft Local Plan. It was felt that information should be obtained on the developer's plans for consultation and the developers should explain their plans to the full Town Council, the other local councils and the neighbourhood plan steering group.

- RESOLVED: (1) that the minutes of the Neighbourhood Plan Local Council Joint Committee meeting held on 19 November 2014 be noted.
- (2) that the Town Clerk contact the developer of the Vearse Farm site regarding consultation proposals for the site allocation in the draft Local Plan

44. COMMUNICATIONS

The following items were reported for information:

- (1) The Town Mayor reported her list of engagements, ENCL: 2937 and also that she would be attending the Pantomime on 6 February at the Electric Palace and the Community Fair in the Town Hall on 7 February.
- (2) The Town Clerk reminded members of the arrangements for the Community Fair.

The meeting closed at **7.56 p.m.**

The next meeting of Bridport Town Council will be held on 14 April 2015