

**Bob Gillis
Town Clerk**

Mountfield
Bridport
DT6 3JP
Phone 01308 456722

To Members of the Best Value and
Scrutiny Sub Committee: Cllrs:
Geoffrey Ackerman, Sandra Brown,
Kelvin Clayton, Keith Day, Barry Irvine,
Maggie Ray, Martin Ray, Dave Rickard
and Barbara Vousden

e.mail: r.gillis@bridport-tc.gov.uk

(Copy for information to other Members of
the Town Council)

29 May 2018

Dear Town Councillor,

A meeting of the Best Value and Scrutiny Sub Committee is to be held in Mountfield, Bridport on **Tuesday 5 June 2018 at 11.00am** when it is proposed to transact the following business.

Yours sincerely

Town Clerk

This meeting is open to the press and public

AGENDA

1. ELECTION OF CHAIRMAN
To elect a Chairman of the Sub Committee for the ensuing Municipal Year 2018/2019.

PUBLIC FORUM

Immediately preceding the Committee's meeting a period of up to 30 minutes, or less as the case may be, will be allowed for members of the public present, who are electors or residents in the parish of Bridport or adjoining parishes, to

ask questions and make statements in respect of items on the agenda of this Best Value and Scrutiny Sub Committee meeting.

2. APOLOGIES
To receive apologies for absence submitted by members.
3. MINUTES
To confirm the minutes of the meeting of the Sub Committee held on 27 February 2018 (copy enclosed).
4. DECLARATIONS OF INTEREST
To receive any declarations of interest submitted by members.
5. INTERNAL AUDIT
To receive an interim update from the final visit for 2017/18.
6. ANNUAL RETURN PROCESS
Town Clerk to report.
7. ANNUAL REPORT
Town Clerk to report.
8. GRANTS 2018/19 AND SLA REVIEWS
Town Clerk to report on the timetable and process.
9. INSURANCE RENEWAL
Town Clerk to report on arrangements for the annual renewal of the Town Council's insurance policy.
10. INVESTMENTS UPDATE
Town Clerk to report on proposals to report to F&GP and Council in June.
11. STANDING ORDERS
Town Clerk to report on proposed amended wording following publication of new NALC model standing orders. Also proposed inclusion of reference to Rights Respecting Charter.
12. FUTURE REPORTS
To agree any reports to be submitted to future meetings.

**The next meeting of this Sub Committee will be held on
4 September 2018**