

Minutes of the special MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE of Bridport Town Council held at Mountfield, Bridport on Wednesday 23 May 2018 at 7.00 p.m.

PRESENT: Cllr: Maggie Ray (Chairman from item 2)

Cllrs: Geoffrey Ackerman Keith Day
 Sandra Brown Gillian Massey
 Derek Bussell Martin Ray

Also in attendance: Cllr Sarah Williams (ex-officio).

1. ELECTION OF CHAIRMAN

RESOLVED: that Cllr Maggie Ray be elected Chairman of the Committee for the ensuing municipal year 2018/19.

Cllr Maggie Ray in the chair

2. ELECTION OF VICE CHAIRMAN

RESOLVED: that Cllr Gill Massey be elected Vice Chairman of the Committee for the ensuing municipal year 2018/19.

PUBLIC FORUM

There were no speakers in the public forum.

3. APOLOGIES

Apologies for absence were received on behalf of Cllrs Kelvin Clayton and Anne Rickard.

4. MINUTES

The minutes of the meeting of the Committee held on 21 March 2018 were confirmed as a true and correct record and signed by the Chairman.

5. DECLARATIONS OF INTEREST

Cllr Sandra Brown declared an interest in minute 9 in respect of the Charter Fair, as a member of the organising body. She left the room while the Committee considered and made a decision on funding support for the Charter Fair.

Cllr Derek Bussell declared an interest in minute 9 in respect of the Folk Festival, as he was a friend of the organiser. He left the room while the Committee considered and made a decision on funding support for the Festival.

Cllr Sarah Williams declared an interest in minute 17 as a member of the Bridport Area Development Trust. She left the room while the Committee considered and made a decision on this item.

It was noted that some members were involved in organisations being put forward for S106 funding (minute 8) and would leave the room if individual recommendations were discussed. The recommendations were moved en bloc and without discussion.

6. LOCAL GOVERNMENT REORGANISATION – ASSET TRANSFERS

Consideration was given to report of the Town Clerk, ENCL: 3313.

The Town Clerk updated members.

The last meeting of the Programme Board was on 18 May 2018. The aim now was to complete discussions and hopefully reach agreement on asset transfers, to support the management of the public toilets, by the end of June 2018. This would then allow time for a report to the WDDC Strategy Committee on 17 July 2018. At this stage, other than the increased operational costs for the toilets, now based on 2017-18 figures, there were no further updates from the position as reported at the last Working Group meeting.

WDDC had made an offer that was intended to cover the costs of managing the toilets for 2 years, with the potential during that time to increase the income from the assets, reduce costs, or look at other income options. The Town Council had gone back with its proposal, as discussed at the Working Group and reported in the confidential report, and was awaiting a response from WDDC.

It was reported at the Programme Board that parishes with public toilets were being contacted by the District Council (LGRC on behalf of WDDC) to discuss options for their facilities.

The Town Council had also raised at the Programme Board, the need for certainty on discretionary grant funding. It was understood that this was now likely to be a decision for the new unitary shadow authority. The town councils agreed at the Board meeting that this needed to be prioritised by the new Shadow Executive, which was due to be in place by the end of June 2018. The Town Council would continue to raise this matter, to seek to ensure certainty for locally funded organisations, including the CAB, Arts Centre, Museum Trust etc.

RESOLVED: that the last position on the asset transfers, to support the maintenance of the public toilets in Bridport and West Bay, be noted, the latest response of the Town Council, as summarised in the confidential appendix be endorsed and this Committee receive a further update at its next meeting.

7. DATA PROTECTION POLICY AND ACTIONS

Consideration was given to a report of the Town Clerk, ENCL: 3314.

The Town Clerk reported on the actions taken so far.

RECOMMEND: to note the actions taken, agree the Data Protection Policy as attached to this report and that privacy notices be issued, as required, in accordance with this policy.

8. SECTION 106

Consideration was given to a report of the Town Surveyor, ENCL: 3315.

The Town Surveyor presented the projects to be proposed for the funds held by WDDC and how these would be supplemented from various sources, including Town Council match funding.

RESOLVED: that the proposals for the use of Section 106 funding be supported as attached to the report and the funding requests be submitted to the District Council.

9. SUPPORT FOR EVENTS 2018

Consideration was given to the report proposing support for the Charter Fair and Folk Festival, ENCL: 3316.

The Town Clerk also reported on the Jurassic Music Festival and the previous decision to waive the fee for its use of Asker Meadows for the early set up years. It was agreed that the waiver would continue to apply for 2018.

RESOLVED: that

(1) up to £200 be allocated in the events budget for Charter Fair signage.

(2) a grant of £500 be made towards the running costs of the Folk Festival, to support the second year of this event, also to be met from the Events budget.

(3) the Asker Meadows hire fee be waived for the Jurassic Music Festival in 2018.

10. PLOTTINGHAM CAR PARK OPERATION

The Town Surveyor reported that the signage had been ordered and that the car park charges should be operational from June 2018.

RESOLVED: that the update be noted.

11. MARKET CHARTER AND MARKET POLICY

The Town Clerk reported on the latest position on the Charter and proposals for a markets policy.

RESOLVED: that the update be noted.

12. WDDC CHAIRMAN'S GRANT FUND FOR PROJECTS MARKING 100TH ANNIVERSARY OF THE END WORLD WAR 1

The Town Clerk reported on an application to be made to the fund by the Bridport Heritage Forum and that the Town Council had been asked if it would send a letter of support. This was supported by members.

He also reported a proposal that the Town Council should apply separately for funding for an event, such as an afternoon tea for local people who had a connection with World War 1 and also to purchase a clock for the Town Hall, with a

commemorative plaque beneath it, to mark the anniversary of the end of the war. This proposal was supported.

RESOLVED: that the Town Council support the application to the WDDC Chairman's Fund to be submitted by the Bridport Heritage Forum and the Town Clerk be given delegated authority to submit a separate application from the Town Council for the proposal as set out above.

13. COMMUNITY BUS

Consideration was given to a report of the Town Clerk, ENCL: 3317.

RESOLVED: that the update be noted and the proposed route and costings be confirmed at the next meeting of this Committee, to allow the service to start in July 2018.

14. WEST BAY WIFI UPDATE

The Town Clerk reported that following discussions with West Dorset District Council and the existing public wifi installed for harbour users in West Bay, it was proposed to use their contractor for the wider public wifi installation. The Town Council would receive support from the District Council on the project installation. The Town Clerk had delegated authority to award the contract as agreed by this Committee in January 2018. The capital installation costs were now:

£20,498 to be met from the Capital Programme, inclusive of a grant of £15,000 leaving a Town Council contribution of £5,498.

The annual maintenance costs were estimated to be under £6,000 and would be met from the Town Plan Projects budget.

It was still intended for the installation to take place this summer.

RESOLVED: that award of the contract for the provision of free public wifi in West Bay be noted and endorsed as reported.

15. PROJECTS

The Town Clerk reported on the latest position.

RESOLVED: that the update be noted.

16. COMMUNITY GOVERNANCE REVIEW

The Town Clerk reported that the Working Group was to meet in early June 2018 and then this Committee and the Council would receive a report on the recommended options.

RESOLVED: that the update be noted.

17. WEST BAY DISCOVERY CENTRE

The Town Clerk reported that the Town Council had agreed £5,000 for the fit out of the centre. The Trust had asked if the use of the funding could be changed and be used to help match fund HLF funding for the operational running costs, including a part time co-ordinator.

RESOLVED: that the proposed change of use of the previously agreed £5,000 funding for the centre be approved.

18. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED: that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw:

19. LOCAL GOVERNMENT REORGANISATION – ASSET TRANSFERS

The confidential appendix to ENCL: 3313 was considered and a decision taken under minute 6 above.

20. JOB EVALUATION

The Town Clerk updated members and it was:

RESOLVED: that the Town Clerk report back to the June meeting of this Committee.

The meeting closed at **7.55pm**.

The next meeting of the Committee will be held on 13 June 2018