

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the meeting of the BEST VALUE AND SCRUTINY SUB COMMITTEE of Bridport Town Council held at Mountfield, Bridport on Tuesday 4 September 2018 at 10.00 a.m.

PRESENT Cllr Sandra Brown

Cllrs: Geoffrey Ackerman Martin Ray
Kelvin Clayton Dave Rickard (from minute 16)
Keith Day Barbara Vousden
Maggie Ray

Sarah Williams (ex officio)

Also present: Cllr Anne Rickard (from minute 16)

PUBLIC FORUM

There were no members of the public present.

13. APOLOGIES

Apologies for absence were received from Cllr Barry Irvine.

14. MINUTES

The minutes of the meeting of the Best Value and Scrutiny Sub Committee held on 5 June 2018 were confirmed as a correct record and signed by the Chairman.

15. DECLARATIONS OF INTEREST

Minute 16, Grants to Smaller Bodies 2018/19 and minute 17, Grants to Larger Organisations - with reference to the Code of Conduct, Appendix B (non-pecuniary interests). Members declared interests in this item, in relation to the grants requested from organisations where they were Trustees, or in positions of management in the bodies listed below. In accordance with paragraph 12 of the Code, and Paragraph 35(c) of Standing Orders, they left the room during the decision making and voting on the relevant grant applications.

Cllr Sandra Brown – Bridport Chamber Orchestra, Bridport Museum, and Bridport Arts Centre.

Cllr Kelvin Clayton – Bridport Mindfest, Transition Town Bridport, and Bridport Youth and Community Centre Trust.

Cllr Keith Day – Bridport and District Citizens Advice Bureau.

Cllr Sarah Williams – Bridport Museum, and The Chapel in the Garden (as a trustee of the Bridport Area Development Trust, that was associated with the application).

Cllr Geoffrey Ackerman – Bridport Museum.

Members also declared personal interests that would not preclude their participation in decision making and voting, as follows:

Cllr Sarah Williams – Transition Town Bridport.

Cllr Maggie Ray – Transition Town Bridport.

Cllr Martin Ray – Transition Town Bridport.

16. TOWN COUNCIL GRANTS TO SMALLER BODIES 2018/19

Consideration was given to a report of the Town Clerk, ENCL: 3338.

The Sub Committee considered each grant in turn, having regard to the Town Council's agreed criteria for grants and the application form submitted.

Following discussion of each grant, it was RECOMMENDED:

(a) that the following grants be approved under the Power of General Competence:

	£
Loders School PTFA – Outdoor wooden classroom	500 Maximum award, subject to match funding from Loders Parish Council
Axe Valley and West Dorset Ring and Ride – Community transport	500 Subject to there being greater promotion of the service in Bridport, to be evidenced in any future application. Applicant to be advised of the new Bridport Local bus service set up by the Town Council, with a view to possible co-operation/ co-ordination.
Bridport Mind Fest - Bridport Mind Festival	500
Life Education Wessex – Visit Loders School to educate to make healthy choices ***Cllr Kelvin Clayton left the meeting for the duration of decision-making and voting on this application***	125 Maximum award, subject to match funding from Loders Parish Council.
Transition Town Bridport – Develop a wildlife and woodland area ***Cllr Kelvin Clayton left the meeting for the duration of decision-making and voting on this application***	500
Royal Voluntary Services Community Companions Bridport – Running costs	500

No Limits Bridport – Community performance for children, young people & adults	500
Home-Start West Dorset – Travel costs for the Volunteer organiser for Bridport	400 Applicant to be encouraged to seek match funding from Beaminster Town Council.
Home in Bridport – Produce a film about farmers, villages and the countryside around Bridport	500 Subject to granting of permission to the Town Council for use of the video.
Dementia Friendly Bridport – Social and wellbeing activities	500
West Bay Women’s Institute – Repair/improve the roof	500 Maximum award, if required in full.
Bridport Chamber Orchestra – Running costs ***Cllr Sandra Brown left the meeting for the duration of decision-making and voting on this application. Cllr Sarah Williams was elected as Chairman for the purposes of this application only***	250
Bridport Community Shed – Support with tools, materials and first aid costs	450
Bridport Youth Dance – Programme of after School dance classes	500
Small Things – Arts Event	500
Bridport Boys Dance – Contemporary Dance workshop	400
Chapel in The Garden – Garden refurbishment ***Cllr Sarah Williams left the meeting for the duration of decision-making and voting on this application***	500
Cllrs Anne Rickard and Dave Rickard joined the meeting at this point B Sharp – Bridport Jams Out of School Programme	500
Bridport Youth and Community Centre Trust – Creation of outside garden and seating area ***Cllr Kelvin Clayton left the meeting for the duration of decision-making and voting on this application***	400
Bridport and District Citizens’ Advice Bureau – Furnishings and computers for additional office space ***Cllr Keith Day left the meeting for the duration of decision-making and voting on this application***	500
Friends of The Lyric Theatre CIC – Puppet Club	500
Total Small Grants	£9,525

17. TOWN COUNCIL GRANTS TO LARGER BODIES 2018/19

Consideration was given to a report of the Town Clerk, ENCL: 3339.

The Town Clerk reported back on issues discussed at the recent annual review meetings with these bodies. He advised that any awards, with the exception of Bridport Youth & Community Centre, would be in support of a one-year Service Level Agreement. This would allow flexibility to respond to any changes resulting from Local Government Reorganisation. The Youth Centre did not receive any principal authority funding, and therefore a longer term funding arrangement could be considered.

RESOLVED: that the grant award to Bridport Museum be considered separately from the remaining grants, to enable members declaring interests as trustees of the Museum to participate in awards to the Arts Centre, Leisure Centre, CAB and Bridport Youth & Community Centre.

Cllrs Sandra Brown, Geoff Ackerman, and Sarah Williams left the meeting for the duration of decision-making and voting on the grant award to Bridport Museum. Cllr Kelvin Clayton was elected as Chairman for the purposes of this matter only

Members considered the proposed expansion of outreach and partnership work by the Museum, and the consequent request for funding of £4,500, an increase of £1,000 compared with 2017/18.

RECOMMEND:

(1) that a grant of £4,500 be awarded to Bridport Museum under a one-year Service Level Agreement for 2018/19.

Cllrs Sandra Brown, Geoff Ackerman, and Sarah Williams returned to the meeting, and Cllr Sandra Brown resumed as Chairman

Members considered the remaining grant awards.

RECOMMEND:

(2) that the grants under a one-year Service Level Agreement be awarded for 2018/19 as follows:

Arts Centre	Leisure Centre	CAB
£6,000	£4,000	£5,000

(3) that a grant of £10,000 be awarded to Bridport Youth & Community Centre for 2018/19, under a new Service Level Agreement to run for the term of the next Town Council.

(4) that the funding source for the additional £1,000 awarded be considered as part of the overall budget management for 2018/19.

18. INSURANCE

The Town Clerk reported that following consideration by the Finance & General Purposes Committee, and detailed discussions with the insurer, Zurich, the Town Council's policy had been renewed from 1 September 2018.

RESOLVED: that the update be noted.

19. EXTERNAL AUDIT

The Town Clerk reported that the external auditor had not yet issued their report on the Town Council's annual governance and accountability return.

RESOLVED: that the update be noted.

20. INTERNAL AUDIT

The Town Clerk reported that the Internal Auditors were due to visit on 11 and 12 September 2018 to carry out an interim audit. The findings would be reported to the sub-committee.

RESOLVED: that the update be noted.

21. INVESTMENT STRATEGY

The Town Clerk reported that, following Council approval, £200,000 had been invested in the CCLA Properties Fund on 31 August 2018.

Cllr Ackerman, who accompanied the Town Clerk to authorise the transfer, expressed concern that the transaction had been very public, at the counter. The Town Clerk agreed to raise this with the Council's Account Manager.

RESOLVED: that the update be noted.

22. STANDING ORDERS

The Town Clerk reported that a review of Standing Orders would be tabled at a future meeting, incorporating new model standing orders issued by the National Association of Local Councils.

RESOLVED: that the update was noted.

The meeting closed at **11.44am**

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