

Minutes of the MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE of Bridport Town Council held at Mountfield, Bridport on Wednesday 20 March 2019 at 7.00 p.m.

PRESENT Cllr: Maggie Ray (Chairman)

Cllrs: Geoffrey Ackerman	Keith Day
Sandra Brown	Gill Massey
Derek Bussell	Martin Ray
Kelvin Clayton	Anne Rickard

PUBLIC FORUM

There were no speakers in the public forum.

116. APOLOGIES

Apologies for absence were received from Cllrs Dave Rickard and Sarah Williams.

117. DECLARATIONS OF INTEREST

Cllr Derek Bussell declared an interest in minute 119 as a member of the Direct Action Now Group East Road (DANGER).

Cllr Kelvin Clayton declared an interest in Minute 119 as a trustee of the Bridport Youth and Community Centre Trust.

118. MINUTES

The minutes of the meeting of the Committee held on 16 January 2019 were confirmed as a true and correct record and signed by the Chairman.

119. BEST VALUE AND SCRUTINY SUB COMMITTEE

RESOLVED: that the minutes of the meeting of the Sub Committee held on 5 March 2019 be received and the following recommendations be approved:

(min. 35)

Grant Criteria for 2019/20

RESOLVED:

- (1) that principles for the disbursement of the proceeds of the West Bay Car Boot Sale be along the lines of the existing West Dorset District Council agreement, and be kept separate from the Town Council's community grants scheme.
- (2) that the Car Boot Sale grants scheme covers the Bridport Local Area Partnership area.
- (3) that the grants be awarded to recommend to the Finance & General Purposes Committee by the Best Value and Scrutiny Sub Committee.
- (4) that the grants be awarded from the income from part of 2018, as collected by Bridport Town Council, be advertised shortly, with a view to the applications being considered at the next meeting of this committee.

- (5) that criterion 4 of the current community grants scheme be amended to include a preference for match funding from the relevant parish council in the case of any grant for activities or projects outside Bridport parish.

(min. 36)

RECOMMEND:

Grants to Larger Organisations

- (1) that the current arrangements be noted.
- (2) that the West Bay Discovery Centre (part of the Bridport Area Development Trust) be awarded a Service Level Agreement (SLA) grant of £3,000 per annum from 2019/20, subject to the provision of accounts and the annual review of the SLA.
- (3) that all SLA-supported grants be for a term of five years from 2019/20, with an option to review following Dorset Council's review of discretionary funding.

(min. 38)

RESOLVED:

Investment Review 2018/19 and Strategy 2019/20

- (1) that the investments made in 2018/19 be noted.
- (2) that the Investment Strategy be approved.

(min. 39)

RESOLVED:

Asset Register

that the Asset Register be approved and the Town Clerk be given delegated authority to make any final amendments, before it is signed by the Chairman of the Finance and General Purposes Committee and the Town Clerk.

(min. 40)

RESOLVED:

Standing Order and Financial Regulations

- (1) that the adoption of revised Standing Orders based on the NALC model be considered following the election of a new Council in May 2019.
- (2) that the Financial Regulations be approved.
- (3) that the model Financial Regulations be adapted for Bridport Town Council during 2019/20, and presented to the Sub-Committee for approval.

(min. 41)

RESOLVED:

Community Grants

that the following grants be paid:

- (1) Bridport Park Run – up to £300 for a publicly accessible defibrillator, subject to a demonstrated financial need.
- (2) Direct Action Now Group East Road - £150 as match funding towards the cost of speed motoring equipment, subject to a demonstrated financial need.
- (3) Bridport Youth & Community Centre - £600 for production of a strategy document in support of funding bids.

(min. 43)

RESOLVED:

Bridport Collaboration

that this matter be considered under the separate item included on the agenda. [see minute 124]

120. MARKET AND BUSINESS LIAISON WORKING GROUP

RESOLVED: that the minutes of the meeting of the Working Group held on 12 February 2019 be received and the following recommendation be approved:

(min. 5)

RESOLVED:

Market Issues – Bucky Doo Square Conditions of Use

- (1) that paragraph 2(b) be changed to allow buskers.
- (2) that paragraph 5(a) should refer to employees of Bridport Town Council and not members.
- (3) That interpretation of the conditions should use careful judgement.

The Town Clerk reported that subsequent to recent changes in the conditions of use, representations had been received from local churches and Bridport & District Churches Together, expressing concern at the wording of the conditions. The Town Clerk advised that he had reassured them that he would refer the matter back to councillors.

RESOLVED: That the concerns be referred to the Market & Business Liaison Working Group.

121. US MEMORIAL WORKING GROUP

Consideration was given to the minutes of the meetings held on 24 January 2019 and 13 February 2019.

(min. 4)

RESOLVED:

Memorial Design

- (i) that there be no abbreviations incorporated into the wording.
- (ii) that the words “and many laid down their lives for us” be added.
- (iii) “Normandy” be added after Omaha Beach
- (iv) that an additional plaque be investigated, to be mounted on the front of the plinth and incorporating the words “Our gratitude to you will not dim with time, and our home remains yours forever”.

(min. 5)

RESOLVED:

Unveiling Ceremony

- (i) that the speakers at the unveiling be a representation of the 16th Infantry Association, the Mayor, Cllr Geoff Ackerman, and a representative of the US Embassy.
- (ii) that the US flag be flown on the flagpole at Mountfield on the day of the unveiling, subject to approval of the US Embassy.

(min. 6)

RESOLVED:

Other Matters

- (i) that the location of the plaque be Mountfield, to be reviewed after the unveiling.
- (ii) that the membership of the working group remain unchanged.
- (iii) that the notes of the Working Group meetings be circulated to the West Bay Discovery Centre, the RNA and the RAFA.

122. ENVIRONMENT AND SOCIAL WELLBEING COMMITTEE

The Town Clerk updated members on two matters considered at its meeting on 13 March 2019. The first was a motion declaring a Climate Emergency and calling on the Town Council to take a number of actions to contribute to addressing this. It was unclear at this stage whether there would be any resource implications, although the proposer had drafted the motion so as not to impact directly on Council finances. If approved by Full Council the motion could be referred back to F&GP Committee should this be deemed necessary.

A second recommendation concerned a request from the Rights Respecting Group for the Town Council to act as the responsible body for the second phase of its work. The E&SW Committee had recognised that this would require the Council to adopt the project as its own, and had recommended that this should be considered by F&GP Committee.

Members considered the merits of the project and the Town Council's strong support for the Rights Respecting initiative generally, and

RESOLVED: that next phase of the Rights Respecting initiative be adopted as a Bridport Town Council project.

123. LOCAL GOVERNMENT REORGANISATION UPDATE

The Town Clerk reported that preparations continued towards the new unitary Dorset Council, which would be a legal entity from 1 April 2019. Across a number of functions, there had been significant disruption to the existing District and County Councils' ability to make decisions needed by the Town Council, as the date approached. The Shadow Dorset Council had met on 14 March to consider a motion that had been critical of its lack of engagement with minority interests and town and parish councils. Following a number of amendments, the meeting had agreed final wording that was more supportive of the Shadow Council's efforts. There had been concerns regarding the procedure followed to reach the amended wording.

RESOLVED: that the update be noted.

124. BRIDPORT COLLABORATION

The Town Clerk reported on a project to explore collaborative working between local organisations. The Bridport Collaboration project was pursuing grant support from the Arts Council of England, and would require match funding. West Dorset District Council had committed £1,200, and members were asked to consider an equivalent contribution. The project would need a formal lead organisation to adopt it, and members were further asked to consider whether the Town Council should take on this role.

RESOLVED: that Bridport Town Council agrees to adopt the initiative, and to provide match funding of £1,200 in support of a grant application.

125. SERVICES ADMINISTERED BY THE TOWN SURVEYOR

Consideration was given to a report of the Town Surveyor, ENCL: 3411.

Play Area Improvements

RECOMMEND:

- (1) that capital funding be agreed.
- (2) That a rolling programme development be agreed.
- (3) That the Town Surveyor be given delegation to agree details with the Steering Group.

The Grove

RECOMMEND: that £10,000 be agreed for enabling works, to be funded from Delegated Functions.

Bus Station

RECOMMEND: that an additional £2,000 be agreed to be funded from Town Plan Projects.

Asset Transfers

RECOMMEND: that the change from freehold to leasehold transfer be agreed.

126. PENSIONS DISCRETIONS POLICY – REVIEW

Consideration was given to a report of the Town Clerk, ENCL: 3412.

RESOLVED: that the existing Pensions Discretions Policy be confirmed, with no changes.

127. DAPTC SUBSCRIPTION

The Town Clerk reported that the annual DAPTC subscription would be due shortly, and asked members to consider whether the Council should renew. Despite some concerns expressed regarding its role in representing councils in local government reorganisation discussions, the value of its support and its link with NALC remained important.

RESOLVED: that the renewal of the Town Council's annual subscription to DAPTC be agreed.

128. FUTURE MEETINGS

The Town Clerk reported that an extraordinary Full Council meeting had been scheduled for 26 March 2019, specifically to consider approval of the submission draft of the Bridport Area Neighbourhood Plan. An extraordinary Planning Committee had also been scheduled, for 25 March 2019, as the schedule would otherwise have meant a nine-week gap between meetings.

RESOLVED: that the report of the Town Clerk be noted.

129. COASTAL COMMUNITY TEAM

Consideration was given to a report of the Town Clerk, ENCL: 3413. The report set out plans for creation of a 'community hub' area at Harbour Green in West Bay, including seating, motorcycle parking, a central event area, and an orientation feature. Works were scheduled to begin in April. The Town Clerk reported that the existing litter bins could be re-used, although they were not gull-proof and showed some signs of wear. He asked that members consider whether to match fund replacement bins, with the remaining funding to be contributed by Dorset Coastal Connections. The amount required from the Town Council would be £1,400.

RESOLVED: that the progress with the project be noted, and a request for match funding of £1,400 to install new gull-proof litter bins be approved.

RESOLVED: that if possible the existing bins be re-used in Riverside Gardens and at other suitable locations.

130. COMMUNITY BUS

The Town Clerk reported that the revised Service 7 route and timetable had taken effect on 6 March 2019. The service would now visit the town centre more frequently, with shorter journey times. Some little-used aspects of the previous route had been removed, including West Bay which was well-served by the X53 service. The changes had been promoted in the newspaper, online and with posters. Financial contributions had been agreed by Bradpole (£900) and Allington (£250) Parish Councils.

RESOLVED: that the update be noted.

131. REPORTS FROM OUTSIDE BODIES

Cllr Sandra Brown advised that ENCORE Theatre Club was holding a fundraiser at Loders Village Hall on 29 March 2019, with the Millennium Green and ENCORE being the beneficiaries.

Cllr Kelvin Clayton advised that there had been a misleading news article on Wessex FM in relation to the Youth and Community Centre.

Cllr Gill Massey advised that the Bridport Community Orchard Group is holding a MayFest on Sunday 5 May 2019.

132. CORRESPONDENCE

The Town Clerk reported that a member of the public had written regarding the Town Council's precept and those of surrounding parishes. He had advised that he would raise these matters at the Annual Town Meeting on 26 March.

133. ANNOUNCEMENTS

No announcements were reported.

134. PAYMENT OF ACCOUNTS

The Town Clerk presented List 5 of the 2018/19 accounts, in the sum of £163,724.62 which had been authorised for payment since the last meeting. This having been tabled for members' information, was approved and signed by the Chairman.

The meeting closed at **8.36 p.m.**

The next ordinary meeting of the Committee will be held on 10 June 2019