

**Will Austin
Town Clerk**

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To all Town Councillors

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15 January 2020

Dear Councillor,

A meeting of the Town Council to be held in the **TOWN HALL**,
Bridport on **Tuesday 21 January 2020 at 7.00pm**, when it is
proposed to transact the following agenda.

Yours sincerely



Town Clerk

The meeting is open to the public

AGENDA

OPEN PUBLIC FORUM

Prior to the start of each ordinary Council meeting, there will be an Open Public Forum of up to 45 minutes for electors or residents in the parish of Bridport or adjoining parishes. This will be in two parts:

- a public discussion on a particular issue of current interest. There will be no time limits on public contributions in this section of the Open Forum. The subject for discussion at this meeting is Building Better Lives initiative.
 - public questions or statements, primarily in respect of items on the agenda of the Town Council meeting, but also in the interests of wider public discussion. Each question/contribution under this section will not exceed three minutes in duration.
1. **APOLOGIES**
To receive apologies for absence submitted by Members.
 2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from members.

3. MINUTES

To confirm the minutes of the meeting of the Town Council held on 19 November 2019 (copy herewith).

4. STANDING ORDER 14(b)

Questions, if any, pursuant to Standing Order 14(b).

5. COMMITTEES

To receive and consider the minutes of the following meetings:-

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| a. Planning | 25 November 2019 | (previously circulated) |
| b. Planning
(Min No. 74)
RECOMMEND: | 6 January 2020
Town Centre Working Group | (copy herewith)
that in light of the disappointing attendance at Town Centre Working Group meetings, the membership of the Group be considered by Full Council. |
| c. Finance and General Purposes | 13 January 2019 | (copy to follow) |

Including the following recommendations:

(Min No. 65) RECOMMEND:	Financial Estimates 2019/20 – 3rd Revision that the 3rd revision of the estimates for the year 2019/20 be approved.
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(Min No.66) RECOMMEND:	Budget and Estimates 2020/21 (a) that the draft estimates for 2020/21 be approved as set out in Appendix A. (b) that the proposed fees and charges for 2020/21 be approved as set out in Appendix B. (c) that the Medium Term Financial Plan be approved as a guide for future years as in Appendix C, noting that each year's budget will be subject to separate approval. (d) that the draft capital programme and proposed use of reserves for 2020/21 and future years, as set out in section 4 of the report and at Appendix D. (e) that in terms of the precept, Option 2 be approved, as set out above and in section 10 of the report, which would increase the precept by £34,162 to £718,341 with the annual Band 'D' charge increasing from £227.54 to £238.82, equivalent to 4.96% or 22p per week.
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(Min No. 69) RECOMMEND:	Review of the Effectiveness of Internal Audit and Appointment of an Internal Auditor for 2020/21 that the existing internal audit arrangements continue for 2020/21.
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(Min No. 70)
RECOMMEND: **Risk Assessment and Management: Annual review** that the Risk Assessment and Management Strategy Policy Document be approved.

d. Environment and Social Wellbeing **8 January 2020** **(copy herewith)**

Including the following recommendations:

(Min No. 42)
RECOMMEND: **Climate Emergency Action Plan**

- (a) that a sub committee be established comprising five members, with a remit to deliver the Climate Emergency Action Plan, and with a limit on expenditure to be agreed under delegation by the Chairman and Clerk.
- (b) that the sub committee members be Cllrs Rose Allwork, Ian Bark, Kelvin Clayton, Dave Rickard and Karen Hunt.
- (c) that the Climate Emergency Action Plan be updated to include reference to mitigation measures in respect of floor projection and flood risk, and pressure on Dorset Council for action on both emergency planning and flood defence requirements, taking account of the climate emergency.

6. ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2020/2021

In accordance with Standing Order 4(d) (1) all members have been invited to submit nominations for the posts of Town Mayor, Deputy Town Mayor and Leader of the Council. The nominations received will be reported and the Council will be invited to approve its preferred candidates to go forward for election to the Annual Town Council meeting (Mayor Making).

7. BUS SERVICES

To agree any actions arising from the announcement that First Bus Service 6 is to be withdrawn with effect from May 2020.

8. OPEN PUBLIC FORUM

To agree the issue for discussion at the next Open Public Forum at the Council meeting to be held on 7 April 2020.

9. COMMUNICATIONS

To receive such communications as the Town Mayor, [ENCL: 3484](#), Leader of the Council or the Town Clerk may wish to report.

The next meeting of Bridport Town Council will be on 31 March 2020