

**Will Austin
Town Clerk**

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To Members of the Best Value and Scrutiny
Sub Committee: Cllrs:
Geoffrey Ackerman, Sandra Brown,
Sarah Carney, Barry Irvine, Ros Kayes,
Maggie Ray, Martin Ray, Anne Rickard and
Steve Williams.

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

27 May 2020

Dear Town Councillor,

A meeting of the Best Value and Scrutiny Sub Committee will be held virtually on **Tuesday 2 June 2020 at 11.00am** when it is proposed to transact the following business.

Please join the meeting from your computer, tablet or smartphone. <https://global.gotomeeting.com/join/379563949>. You can also dial in using your phone:

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Access Code: 379-563-949

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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 2020/2021.

PUBLIC FORUM

Prior to the remainder of the Sub 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. DECLARATIONS OF INTEREST
To receive any declarations of interest submitted by members.
4. MINUTES
To confirm the minutes of the meeting of the Sub Committee held 3 March 2020 (copy enclosed).
5. INTERNAL AUDIT AND ANNUAL ACCOUNTS 2019/20
Town Clerk to report on any issues raised by the Internal Auditor on 29 May 2020.
6. ANNUAL REPORT
To consider the Town Council's draft Annual Report, [ENCL: 3512.](#)
7. TOWN COUNCIL FIVE-YEAR PLAN REVIEW
Town Clerk to report on the impact of COVID-19. To agree any actions arising.
8. GRANTS 2020/21 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. STANDING ORDERS AND FINANCIAL REGULATIONS
To agree a process for review, including and necessary working groups.
11. FUTURE REPORTS
To agree any reports to be submitted to future meetings.

The next meeting of this Sub Committee will be held on 8 September 2020.