## Will Austin Town Clerk

Mountfield Bridport DT6 3JP Phone 01308 456722

To all Town Councillors

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7 May 2020

Dear Councillor,

You are summoned to attend the ANNUAL MEETING of the Town Council, to be held virtually on **Thursday 14 May 2020 at 7:00pm**, when it is proposed to transact the undermentioned business.

To join the meeting from your computer, tablet or smartphone, go to <u>https://global.gotomeeting.com/join/619038277</u>.

You can also dial in using your phone: Call 0330 221 0097 and follow the instructions. For 'one-touch'-enabled phones, tel:+443302210097,,619038277#

Access Code: 619-038-277

Yours sincerely

Town Clerk

The meeting is open to the public

## <u>AGENDA</u>

 ELECTION OF TOWN MAYOR (Chairman of the Council) for the ensuing municipal year 2020/21 and receive the declaration of acceptance of office, <u>ENCL: 3505.</u>

- 2. APOLOGIES To receive apologies for absence submitted by Members.
- 3. DECLARATIONS OF INTEREST To receive any declarations of interest by members.
- 4. ELECTION OF DEPUTY TOWN MAYOR (Vice-Chairman of the Council) for the ensuing municipal year 2020/21 and receive the declaration of acceptance of office.
- 5. ELECTION OF THE LEADER OF THE TOWN COUNCIL for the ensuing municipal year 2020/21 and receive the declaration of acceptance of office.
- MINUTES To confirm the minutes of the meeting of the Town Council held on 21 January 2020 (copy herewith).
- 7. COMMITTEES To receive and consider the minutes of the following meeting:

a.	Planning	27 January 2020	Previously circulated
b.	Planning	24 February 2020	Previously circulated
C.	Planning	27 April 2020	Previously circulated
d.	Environment & Social Wellbeing	11 March 2020	Previously circulated

	Including the following recommendation:			
	(Min No. 60)	Reports From Outside Bodies		
	RECOMMEND:	that Cllr Ian Bark be appointed as the Town Council representative to the Plastic Free Bridport group.		
e.	Finance & General Purposes	16 March 2020	Previously circulated	

- 8. STANDING ORDER 14(b) Questions, if any, pursuant to Standing Order 14(b).
- APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2020/21 To establish committees, sub-committees and working groups for the ensuing municipal year 2020/21 and agree their terms of reference and delegations as set out in the Town Council's Constitution, <u>ENCL: 3503.</u>
- MEMBERSHIP OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS FOR 2020/21 To appoint to member level bodies established under item 9 above, <u>ENCL:</u> <u>3504.</u>

- 11. STANDING ORDERS AND FINANCIAL REGULATIONS To confirm that the existing Council Standing Orders and Financial Regulations will apply for 2020/21, and the Town Clerk bring forward proposals to a future Council meeting for review.
- 12. MEETINGS CALENDAR 2020/21 To confirm the calendar of meetings for 2020/21, <u>ENCL: 3506.</u>
- 13. ANNOUNCEMENTS

To receive such communications as the Town Mayor, <u>ENCL: 3507</u>, Leader of the Council and the Town Clerk may wish to report to Council.

## The next ordinary meeting of Bridport Town Council will be held on 16 June 2020.