



**Will Austin
Town Clerk**

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To all Town Councillors

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18 January 2022

Dear Councillor,

A meeting of the Town Council is to be held virtually on **Monday 24 January 2022 at 7.00pm** when it is proposed to transact the following business. Please join the meeting at: <https://us06web.zoom.us/j/84120687784?pwd=V0VrSmFKS2pNSy8waDNXM0VpTEFzUT09>, Meeting ID: 841 2068 7784, Passcode: 600684.

For councillors and members of the public who are unable to join the virtual meeting, limited spaces will be available for physical attendance at Mountfield, Rax Lane, Bridport, by prior arrangement with the Town Clerk.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Will Austin', enclosed in a large, loopy oval.

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 is to enable members of the public to ask questions or make 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 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 recommend confirmation of the minutes of the meeting of the Town Council held on 16 November 2021 ([copy enclosed](#)).
4. **STANDING ORDER 14(b)**
Questions, if any, pursuant to Standing Order 14(b).
5. **COMMITTEES**
To receive and recommend adoption of the minutes of the following meetings:-
 - a. **Planning** **6 December 2021** [\(previously circulated\)](#)
 - b. **Planning** **10 January 2022** [\(copy enclosed\)](#)
 - c. **Finance & General Purposes** **17 January 2022** [\(copy enclosed\)](#)

Including the following recommendations:

- (Minute No. 52)** **Best Value & Scrutiny Sub Committee** ([ENCL: 3675](#))
RECOMMEND: that the Scheme of Allowances be adopted at Level 4, and that this decision be reassessed following the Community Governance Review.
- (Minute No. 53)** **Financial Estimates 2021/22 – 3rd Revision** ([ENCL: 3683](#))
RECOMMEND: that the 3rd revision of the estimates for the year 2021/22 be approved.
- (Minute No. 54)** **Budget and Estimates 2022/23** ([ENCL: 3684](#))
RECOMMEND: (a) that the draft estimates for 2022/23 be approved as set out in Appendix A.
 (b) that the proposed fees and charges for 2022/23 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 2022/23 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 12 of the report, which would increase the precept to £766,035 with

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the annual Band 'D' charge increasing from £242.76 to £249.81, the increase being equivalent to 2.9% or 14p per week.

(Minute No. 59) **Review of the Effectiveness of Internal Audit and Appointment of an Internal Auditor for 2022/23 (ENCL: 3688)**

RECOMMEND: that the existing internal audit arrangements continue for 2022/23.

(Minute No. 60) **Risk Assessment and Management: Annual Review (ENCL: 3689)**

RECOMMEND: that the Risk Assessment and Management Strategy Policy be approved as tabled.

d. **Environment and Social Wellbeing** **12 January 2022** **(copy enclosed)**

6. **ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2022/2023**

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 at the Annual Town Council meeting (Mayor Making).

7. **OPEN PUBLIC FORUM**

To recommend the issue for discussion at the next Open Public Forum at the Council meeting to be held on 29 March 2022.

8. **ANNOUNCEMENTS & COMMUNICATIONS**

To receive such announcements and communications as the Town Mayor, [ENCL: 3691](#), Leader of the Council or the Town Clerk may wish to report.

The next meeting of Bridport Town Council will be on 29 March 2022