



**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 at **Bridport Town Hall** on **Tuesday 25 January 2022 at 7.00pm** when it is proposed to transact the following business. Due to Covid-19 precautions, limited spaces will be available for public attendance. These can be reserved on a first come, first served basis by contacting the Town Clerk. Members of the public may also attend virtually at: <https://us06web.zoom.us/j/82566097382?pwd=aEtlcGYzeWFqUkM2b1NiWTRldFltZz09>, Meeting ID: 825 6609 7382, Passcode: 431072.

The meeting is intended as a short business meeting to meet the statutory requirement to meet in person to set the Council's budget and precept. The main business of Full Council will be conducted at a separate virtual meeting on 24 January 2022 (7pm), details of which can be found on the Council's website at www.bridport-tc.gov.uk, and on the Town Hall noticeboard.

Yours sincerely

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

Town Clerk

AGENDA

OPEN PUBLIC FORUM

Members of the public are asked not to raise matters at this meeting except in the case of unavoidable emergency. Other matters can be raised at a separate meeting on 24 January 2022 (see above).



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 virtual meeting of the Town Council held on 24 January 2022 (to be tabled at the meeting), and to approve any recommendations therein, excepting those relating to the Budget and Estimates 2022/23, which will be considered separately under agenda item 5.
4. **STANDING ORDER 14(b)**
Questions, if any, pursuant to Standing Order 14(b).
5. **BUDGET AND ESTIMATES 2022/23**
Subject to any recommended changes reported from the virtual meeting of the Full Council on 24 January 2022, to consider and approve the following recommendations arising from the report of the Town Clerk, [ENCL: 3684](#):
 - (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 the annual Band 'D' charge increasing from £242.76 to £249.81, the increase being equivalent to 2.9% or 14p per week.
6. **COMMUNICATIONS**
To receive such urgent communications as the Town Mayor, 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