



BRIDPORT TOWN COUNCIL

ANNUAL REPORT 2021-2022



I am very pleased to present Bridport Town Council's annual report for 2021/22. The report provides a summary of the projects delivered by the Town Council over the past year, followed by more detailed information on its operational services, organisation and accounts.

Councillor Ian Bark, Town Mayor and Chairman 2021/22



Signs of normality — the return of events and the market, 2021

2021/22 — Recovery and Renewal

The gradual relaxation of pandemic restrictions through the course of the year saw a welcome if gradual return to the Town Council's pre-Covid operation. By the end of the year we no longer needed to switch between face-to-face and virtual working, a number of Bridport's annual events had been restored, and services like the street market, cemetery, and Tourist Information Centre, returned to some sense of 'normality'.

At the same time, we have learned from the pandemic. Virtual attendance at Council meetings is now a permanent option, the popularity of a more widely spaced street market means this will continue, and we will retain as much of the street café culture as we can through our licensing arrangements.

Town Council Projects 2021/22

Some of the projects undertaken this year include:

Access & Movement Study We completed a comprehensive study providing options to make it easier to walk, cycle and use public transport in and around the town centre, with the aim of reducing reliance on the car. An additional study looking at links with Foundry Lea (formerly Vearse Farm) development was also delivered.

Branden's Trail In partnership with Bridport Young Persons Action Trust and Bridport Primary School, we carried out a complete refurbishment of Branden's Trail, a sensory garden and therapy trail in memory of Branden Wayland who was diagnosed with cancer when he was three-years-old and sadly died two years later.

Bridport Bus Station We carried out a wide-ranging study looking at options for redevelopment of the Bus Station, expected to include an enhanced 'transport hub', car parking, housing, open space, and a community building. The final report of the study, jointly funded by Bridport Town Council and Dorset Council, is due to be published in June 2022.

Climate Emergency The Council set up an 'Energy Champions' scheme, recruiting volunteers and providing information to help residents reduce both the cost of their energy use and their carbon footprint. We also obtained planning permission for 'solar car ports' and are due to deliver these in 2022.

Community Charter Fair We delivered a brand new event for Bridport, combining the best of two smaller events to help charities and community groups engage with potential volunteers. Some 2,000 people attended and the Fair looks set to become an established addition to our annual events calendar.

Community Governance Following the announcement of a review of local governance arrangements, the Town Council developed proposals to bring together the four parishes that make up the built-up area of Bridport, under a single new council. Our proposals have been recommended for adoption, with a decision due in July.

East Street Public Conveniences We opened a new public toilet facility in East Street Car Park, replacing one closed by the then West Dorset District Council in 2012.

Homes for Ukraine We are the only town or parish council in Dorset to have established ourselves as the local contact point for advice and help to hosts and their guests arriving under the Homes for Ukraine scheme. We have coordinated welcome information in written and video form, helped set up a weekly 'get together' for hosts and guests, and obtained free access to leisure and bus services for guests.

WI Hall We took on the management of this much-needed community hall, which had been closed since 2020.

Town Council Services 2021-22

Allotments: The Town Council has 205 allotment plots and at the current time there are 96 people in the parish on the waiting list. The Town Council works closely with the Bridport and District Allotments Society on all aspects of the management of the allotments.

Asker Meadows: The open space and adjoining New Zealand site are overseen by a well supported community group. In the last year the showground has again been used less than in most years for events due to Covid restrictions, but still hosted the Circus and Action Challenge. The meadows continue to be a location for tree planting and other biodiversity initiatives, part of the local response to the climate and ecological emergency.

Borough Gardens: The Borough Gardens community group, supported by the Town Council, has met regularly on site, making continued improvements to the Gardens. The Gardens host one of the pieces for the Bridport Sculpture Trail.

Bridport Football Club: The Town Council has the freehold ownership of this land and the Football Club has an existing lease. Dorset Council manages the operation of the car park on behalf of the Town Council, with the proceeds split equally between the Football Club and Town Council. The multi use games arena on the site is free to use during the day and continues to be very popular.

Bridport Local Area Partnership (BLAP): The Town Council continues to support BLAP and continues to meet the funding shortfall arising from the loss of a £6,000 Dorset Council grant. In the past year, BLAP has continued to work on projects, looking at homelessness and health & wellbeing. It has also worked with parish and town councils, to look at the options to work together on delivering services, and on future town and parish council engagement with the new Dorset Council.

Car Parking: The Town Council owns the public car parks at Plottingham and Bridport Football Club. The management of pay and display parking is undertaken by Dorset Council on our behalf. We also provide a limited number of parking permits at The Grove in Rax Lane. We are in the process of installing 'solar car ports' at Plottingham, to generate electricity for the local grid and for electric vehicle charging.

CCTV: The town centre CCTV contract with Dorset Council has continued over the past year, with funding from the Town Council.

Cemetery: The Town Council manages Bridport Cemetery, which is such an important and highly regarded asset for the town.

Climate Emergency: The Council declared a climate emergency in 2019 and published an action plan in the same year. Actions from the plan are being delivered, including the Energy Champions initiative that aims to address fuel poverty and reduce the carbon footprint of local residents. 2021 also saw the purchase of our first fully electric vehicle.

Civic and Ceremonial: The Town Council elects and supports the Town Mayor, who carries out civic roles on behalf of the town. In the last year the Mayor attended 86 engagements, and led the work to establish Bridport as a Plastic Free Town, alongside his tireless efforts organising community litter picks throughout the year. The Mayor also publishes a regular 'blog'.

Communication: The Town Council issues an annual report on its work, which is widely available throughout the town, along with a supporting video presentation and newsletters for events. An occasional Market Newsletter is also issued for market traders. The Town Council hosts its own web site and a community web site, and the TIC has a widespread social media presence. We also maintain a Town Council-specific Facebook page that has attracted over 1,100 followers since 2020. The Council, through the TIC, is able to take online bookings for events on the community web site. A weekly Town Council bulletin is issued to all town councillors. All of our formal council meetings are open to the public, and town councillors and the Town Clerk regularly attend meetings of other organisations and groups to provide updates on our work.

Community Transport: The Town Council's round-Bridport bus replaces one cut by the former Dorset County Council, and provides access to the town centre for residents of Bridport and three of the surrounding parishes. A stakeholder working group provides professional and community input.

Consultation: The Town Council has responded to a number of consultation exercises from over the past year, ensuring that the views of the town are taken into consideration on a variety of matters, including the Local Plan, Parking Strategy, and Community Governance. The Council continues to provide public open forums at its full Council and committee meetings. The Town Council itself undertook consultations in 2021/22 on a proposed outdoor skatepark, the health of the town centre, and the views of local businesses.

Town Council Services 2021-2022

Democracy - Working with Young People: The Town Council continues to support the Bridport Youth and Community Centre, and engages local schools in the Rights Respecting project, led by the Town Council. Schools have been involved in other Town Council initiatives, such as Commonwealth Day and support for the renovation of 'Branden's Trail' at Bridport Primary School. We also worked this year with local people in developing plans to improve Plottingham Fields as a facility primarily aimed at young people.

Events: Bridport's wonderful calendar of community events was sadly interrupted once again in 2021/22 by Covid-19, but the Town Council enabled the Food Festival, Folk Festival and Hat Festival to proceed in a safe but reduced format at Mountfield, and has maintained street music in Bucky Doo Square whenever this was possible. We again replaced the annual Christmas Cheer event with a more limited event, "Christmas Cheer Up". We also organised the Remembrance Parade in November and supported the activities for VE Day. In May 2022 we combined the former Community Fair, Charter Fair and Love Your Local Market campaign, into a single new event that drew together 50 community groups and attracted over 2,000 people. The Town Council provides flags and bunting for the town centre in summer, puts up Christmas lights and erects promotional banners on town centre lamp posts and elsewhere.

Environment and Social Wellbeing Committee: This committee's main business this year has been the delivery of its Climate Emergency Action Plan, for which it has appointed a dedicated sub committee. It has also provided continued support for the Rights Respecting project and tree planting, and has added to the Bridport Sculpture Trail. The committee has been at the forefront of developing an Ethical Decisions Policy for the Town Council, and has updated the Council's Emergency and Resilience Plan. The sub committee was the driving force behind the recruitment of a Project Manager this year, whose role will focus on the climate emergency, resilience, and community engagement.

External Funding: During 2021/22, the Town Council secured external funding for its Covid-19 response work, Branden's Trail, the Edible Garden project, and the Plottingham Fields redevelopment study.

Finances: The Best Value and Scrutiny Sub Committee received reports during the year on all aspects of the financial management of the Town Council, including reports from the Council's Internal Auditor. The Town Council receives regular budget monitoring reports and the Town Council's

Budget Working Group looked in detail at the budget. The Town Council agreed its budget for 2021/22, taking into account a number of factors including the significant impact of Covid-19 on its reserves, increased responsibility for assets and services. The Council's Internal Auditors make three visits during the year and it was pleasing that there were no issues reported, either as part of the internal or external audits. The Auditors also work with the Council to update an annual Corporate Risk Assessment, which is reported to members. The Town Council has also agreed a capital budget to support the delivery of projects in the next 3 years, and a medium term financial plan.

Foundry Lea Working Group: This working group brings together local councils and other stakeholders, with the developers of Foundry Lea, with the aim of achieving the best possible development for the area. In 2021/22 we developed a comprehensive response to the detailed planning application for the housing element of the site, and conducted a campaign to encourage the public to respond to the application.

Governance: The Town Council has a series of policies that regulate its proceedings, including a Code of Conduct, Financial Regulations, Standing Orders etc. It also has a number of other key documents that it reviews each year, including its Asset Register, Risk Management Policy, Health and Safety Policy and Investment Strategy. In 2021/22, the Council agreed an Ethical Decision-Making Policy, and developed a submission to a Community Governance Review being conducted by Dorset Council. Our proposals for 'One Council for Bridport' replacing four existing town/parish councils have been recommended for approval, with a final decision due in July 2022.

Grants: The Town Council agreed to continue funding –supported by a service level agreement) for the Leisure Centre, Citizens' Advice Bureau, Bridport Area Development Trust (for the LSi and West Bay Discovery Centre), Bridport Museum, Bridport Arts Centre, 2020 Skate & Ride, and Bridport Youth and Community Centre. We also provided one off funding for community groups to support the delivery of projects – through our community and car boot sale schemes. In total, the Town Council awarded over £58,000 in 2021/22.

Highways and Transportation: The Working Group, which reports to the Planning Committee, considers local public highway and transport matters. We are grateful for the support it has received from Alan Williams of the Western Area Transport Action Group. Alan stepped down from this role in 2022 after six years.

Town Council Services 2021-2022

Highway Verge Maintenance: The Town Council continued to maintain the highway verges, as part of a Service Level Agreement with Dorset County Council. The Town Council receives a grant from Dorset County Council to assist with the work.

Homes for Ukraine In early 2022, the Town Council established itself as the local contact point for advice and help to hosts and their guests arriving under the Homes for Ukraine scheme. We have coordinated welcome information in written and video form, helped set up a weekly 'get together' for hosts and guests, and obtained free access to leisure and bus services for guests. In solidarity with the people of Ukraine, we flew the Ukrainian national flag at Mountfield and the Town Hall, and lit up the town clock in yellow and blue.

Lengthsman: The post of Lengthsman is funded by the Town Council and the parish councils participating in the scheme - Bothenhampton & Walditch, Symondsburry, Litton Cheney and Bradpole. The work of the Lengthsman includes gully clearing, repairing notice boards, removing fly posting, grass cutting, removal of weeds, repairing benches throughout the town and similar tasks. The Town Council receives good feedback from the parishes in the scheme and has also taken on some additional 'one-off' work on behalf of other organisations.

Market: The Town Council manages the street market, a major tourist draw and an important local facility. In 2021/22 there has been a significant increase in revenue with the lifting of Covid restrictions which restored its fortunes. The area occupied by the market has expanded into Downes Street and laybys — originally to enable better social distancing but so well received that we have continued the arrangement — and speciality markets have continued in Barrack Street.

Market & Business Liaison Working Group: The Working Group includes representatives from the Bridport & District Tourism Association, Bridport Business Chamber, other business organisations, market traders and the Bridport Local Area Partnership. The Working Group considers reports on the Tourist Information Centre, the market, town events and co-ordinates town publicity and promotion.

Mountfield/Millennium Green: The Town Council continues to work with the Millennium Green Trust on the delivery of its management plan for the area, and general grounds maintenance. In 2021/22 this included improvements to footpaths and the opening up of the 'Ice House', and addition of new fencing. The gardens at Mountfield that form part of the Green are among the few places that have been used for community events during the year.

Neighbourhood Plan: The Town Council worked with Allington, Bothenhampton & Walditch, Bradpole and Symondsburry Parish Councils to develop the Bridport Area Neighbourhood Plan. The delivery of the Plan is overseen by a Joint Committee of participating councils, supported by the Project Manager and Community Initiatives Officer. The Plan forms part of the statutory planning framework.

Priory Lane - Community Orchard: The Bridport Community Orchard Group manages the Orchard site and hosts a number of popular events during the year, including the Apple Day and Wassailing events. The Orchard Group also manages the land at the top of Park Road. The sites are managed in partnership with the Town Council.

Partnership Working: The Town Council continues to work with a large number of partners, including local community groups, Bridport Local Area Partnership, the Police, Bridport Business Chamber and other business groups, Tourism Association, Dorset Council, Magna Housing, the Western Area Transport Advisory Group, and other local councils. During 2021/22 we worked closely with the Bridport Coronavirus Community Support Volunteers to support the continued delivery of the vaccination programme. The Town Council appoints representatives to a large number of local and regional bodies and officers also attend networking meetings, including the Dorset Association of Parish and Town Councils (DAPTC), Society of Local Council Clerks etc.

Planning: The Town Council is a consultee for planning applications. Over the past year, 85 applications were reported to its Planning Committee and comments passed to Dorset Council. The committee also responds to relevant planning policy consultations on behalf of the council, including last year an extensive response to the draft Dorset Council Local Plan. Committee members may also speak at meetings of Dorset Council's Planning Committee, when significant Bridport items are considered.

Play Areas: The Town Council maintains a number of play areas, including the award-winning and **fully accessible** West Bay Play Area. The Town Council has a programme of improvements that saw new equipment installed at West Bay in 2021/22. We also continued to develop a project to replace the outdoor skate park and upgrade play facilities at Plottingham Fields, and we worked in partnership to refurbish Branden's Trail, a sensory garden and therapy trail at Bridport Primary School.

Riverside Gardens: The Town Council owns and maintains the Gardens in accordance with a management plan developed in consultation with the community. In 2021/22 we began preparations for the installation of a major exhibition of sculptures in the gardens, due to be delivered in June 2022.

Town Council Services 2021-2022

Tourist Information Centre: The Town Council runs Bridport TIC, having taken it over from the District Council in 2017. As well as providing a huge range of information and services to visitors and residents, the TIC provides Box Office services to local organisations, and manages the Town Hall, Bucky Doo Square, the Bridport and West Bay web site and the production of the Town Guide. The TIC is very popular and visitor numbers remain very high.

Town Centre Working Group: The Town Council operates a stakeholder working group to consider the future of the town centre, with a focus on vehicular and pedestrian access/circulation, and the public realm. The group has been a key driver in developing options for the future of the town centre through the Council's Access & Movement Study.

Town Council Five-Year Plan: The plan was refreshed in 2019 to cover the period to the next election in 2024, and provides a framework for the development of the Town Council's future policies, schemes and the formulation of budgets.

Town Hall: The Town Hall is usually open to the public six days a week and bookings are taken through the Tourist Information Centre. Bookings saw a strong recovery in 2021/22 following highly restricted availability during the pandemic restrictions.

Weather: The Town Council is part of the county Emergency Planning arrangements, allowing it to play a part in responding to severe weather events such as flooding or snowfall. In addition, the Town Council provides and fills a number of grit bins around the town. In 2022 we were first responders to Storm Eunice, and we published an updated Emergency Plan that introduced a more long term approach to sustainability in response to the climate emergency.

West Bay: The Water Sports Centre is owned by the Town Council and used by the Canoe Club and the Gig Club. The Council continues to support the West Bay Forum and we also work closely with the Harbour Master. We provide free public WiFi across the centre of West Bay, and manage the cycle/foot path on the Old Railway Line, and Harbour Green including the new 'welcome hub' seating area.

West Bay Car Boot Sale: The Car Boot Sale ran largely as normal in 2021/22 following the easing of Covid-19 restrictions. The income from pitch fees is distributed in the form of grants to community groups.

Youth and Community Centre: The Town Council continues to provide funding for the running costs of the Centre and also to support the provision of a Youth Club. The Centre continues to be very well used, and now hosts five different youth clubs.

Will Austin
Town Clerk

Sitting Out Licensing



Events—Hat Festival 2022



Community Governance Review



New Toilets at East St Car Park



Report of the Town Mayor

As your Mayor I am Chair of the Town Council and an ambassador and advocate for our wonderful town. Opportunities to promote the town more widely have been restricted somewhat by the constraints associated with Covid but that is changing thank goodness and I am sure you will all be pleased to hear that I am being kept busier and busier with every week that passes.

I am always proud of Bridport but there have been numerous occasions this year, when I have been extremely proud of Bridport. And I would like to share just four of those times with you.

Firstly - the way in which our community has rallied round and supported each other through the trials of the past two years. Having met many community groups, business owners and volunteers I know, possibly better than anyone else in the town, just how many amazing things people have been selflessly doing to support others. To all of those people, too numerous to mention by name, I say thank you.



Secondly - Bridport achieving Plastic Free status and the Litter Free Street Champions. In order to achieve Plastic Free status community groups and businesses across Bridport have all committed to and achieved the removal of at least three items of single use plastic from their operations.

We now have almost 100 Litter Free Street Champions across Bridport and the neighbouring parishes, who have become guardians of the street they live on. Added to that are the twice yearly From Street to Sea mass litter picks when the streets, green spaces, rivers and beaches are all being cleared of litter.

To all the businesses and community groups that have achieved Plastic Free status, and the amazing Litter Free Street Champions I say thank you, your efforts are making a real difference. A special thank you Daryl Chambers and his team for the supply of gazebos, tables and chairs, and the collection of the mountain of litter collected from the Morrisons and Co-op assembly points.

Thirdly - the Mayor's Civic Day which took place on Wednesday 22nd September 2021. On a glorious sunny day Mayors and civic leaders from across Dorset came to Bridport and were blown away by what they saw and were told about, including how the Town Council is delivering on its Climate Emergency declaration.

Particular highlights were the visit to the cohousing site where their eyes were opened as to what is possible when building new homes fit for the 21st century, and the powerful speech delivered by Colfox sixth form student Eddie Rose about Bridport as a Rights Respecting Town both certainly gave them something to think about.

My thanks to Jill Beed and Grace Maynard for all their help and support in making it such a great success.

Fourthly - in May 2022 the Council and partners delivered the Bridport Community Charter Fair, a new event combining the Community Fair and Charter Fair, which was held on Millennium Green. Why was the decision to merge the two events into one and move them to Millennium Green made?

We are all aware of the amazing job the Medical Centre Volunteers did during the pandemic. But towards the end of last year through meeting with many voluntary groups I became aware that they were struggling to recruit new members and volunteers. It appears that one consequence of the Covid pandemic has been a reduction in the number of people wishing to become members, become involved or engage in voluntary work and as a result some community groups are struggling to deliver and function at anything like their pre pandemic level.

Whilst discussing this with our amazing Town Clerk, Will Austin we considered a number of ways in which we, as Bridport Town Council, could be of support. To cut a long story short the end result of that conversation was two things.

The first was the event on Millennium Green which was a resounding success with over 50 community groups able to interact with the general public and explain what they do and potentially recruit new members and volunteers.

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Report of the Town Mayor (continued)

I am happy to take a little bit of credit for the idea but delivering on that idea was all down to Will Austin, Daryl Chambers and his amazing team, including Terri Foxwell and in particular Claire Peters-Way who had the difficult task of liaising with all of the groups, allocating slots etc. Thank you all for turning that germ of an idea into an amazingly successful event.



The second outcome from that conversation is a more long term project. Will introduced me to an amazing young woman called Caroline Pearce and for the past four months we have been working together to create a more accessible and vibrant volunteer information and recruitment portal on the web. We started by doing a search to see what volunteering opportunities there were in Bridport and were met with a lot of out of date and frankly often quite boring information.

Our plan is to create a hub where anyone looking to volunteer or join a community group can see what opportunities there are via simple 1 - 2 minute videos. So instead of reading through lots of text and believe me on some sites there is lots of text, you simply watch a video of someone telling you about what a particular community group or organisation does and the range of activities and volunteering opportunities they have available.

The Covid pandemic continues to cast a shadow on our lives as we come to terms with learning to live with it. In recent months the number of people catching the dreaded virus continues to be high, but thank goodness those of who have caught it have been subjected to the less nasty Omicron variant which, particularly for those who are triple vaccinated, has been in most cases a relatively mild experience.

The combined fallout from the Covid pandemic and the invasion of Ukraine has resulted in rapidly rising fuel and food prices plus rising costs across the board. To say we are living in challenging times is an understatement.

But Bridport is a resilient and compassionate town. I am aware that our food bank has seen a rise in the number of people using it. Citizens Advice and other support groups have seen an increase in the number of people seeking advice and support.

Bridport always shows amazing generosity towards those less fortunate. This has never been more the case than in the response to the unfolding situation in Ukraine. The Bridport to Ukraine appeal has collected and delivered numerous lorry loads of aid and raised thousands of pounds through its sale. Added to this is the number of people offering their homes as places of safety to Ukrainian refugees has been truly heart-warming. Despite the tortuous bureaucracy in place the first Ukrainian guests are now safely housed here in Bridport.

The support networks and volunteer culture in Bridport is fantastic.

For example our Town Clerk, Will Austin, has stepped up and registered himself as the contact for the Bridport area for local enquiries about Ukrainian refugees. Yet another example of how the Town Council does not shy away from getting stuck in, and delivering for the people of Bridport, and by Bridport I mean the whole town and not just the Town Council area.

Thank you all those community groups and individuals providing much needed advice, guidance, support and sustenance.

One final special thank you goes to the Deputy Mayor Sarah Williams who, apart from deputising for me on a number of occasions, is someone I know I can always turn to for some sound advice whenever I am unsure about something. Thank you Sarah.

Oh and I nearly forgot to thank Will for all his support and guidance along the way. Your delicate balance of encouraging and restraining has kept me on the straight and narrow at times when I could very easily have found myself in hot water. Thank you Will.

I have never been prouder to be a resident, councillor and Mayor of this amazing town.

Cllr Ian Bark
Mayor of Bridport 2020/21

Report of the Leader of the Council

This last year has been busy and not without some difficulties as we tried to ease ourselves out of the Covid problems. The Town Clerk, Officers and Staff have all risen to new challenges and a rapidly changing landscape of post Covid events, giving support to residents and businesses in a difficult world exacerbated by the ever present hindrance of enforced isolation, often at the most inconvenient times.

Councillors too have not escaped the disruption of illness and temporary isolation. I think however we have acquitted ourselves admirably in keeping the show on the road.

This past year has seen the continuation of development and delivery of long term projects such as the Climate emergency projects culminating in the appointment of a part time Project Manager & Community Resilience Officer. The Access & Movement study is informing long term planning with relation to developments at Foundry Lea and with the emerging plans for the Bus station. We have had regular meetings with the developers of Foundry Lea which have seen some progress with key design and function issues.

We have updated our Service Level Agreements (our grant agreements with larger local organisations) and increased the number of recipients, and increased our dialogue with a recently more outward-reaching Bridport Business Chamber, another grouping of smaller businesses, "Totally Locally", the Federation of Small Businesses, and other business stakeholders. We also sponsored a new 'Green Business' award at the Bridport Business Awards (see photo below), won by GoGoEco.

Perennial problems of asset transfers and formerly provided services from the higher authorities are slowly being resolved, but frustratingly we are constantly delayed by inaction from Dorset Council. Parking too has now added itself to the list of issues the public are increasingly contacting us to sort out.

On a very sad note in September we learned of the death of Bob Gillis, our former Town Clerk. Around a dozen officers and councillors attended the funeral in Bristol to pay our respects to a very much liked and community minded man.

And last but not least has been the extensive project to develop and publicise our Community Governance submission to Dorset Council for the formation of 'One Council for Bridport.' This will facilitate the management of the whole town whilst creating new Wards which will safeguard the identities of communities within the town such as West Bay, Bradpole, Bothenhampton & Walditch etc.

The Plan has had much support, although not initially welcomed by all, however Dorset Council whose final decision it is to grant the change, have shown an initial strong support for our detailed plan. The result will be known sometime in mid-July. If it is approved, planning for the amalgamation will be a considerable element of our work in the coming two years.



Cllr Dave Rickard



Virtual Mayor Making May 2021



Bridport WI Hall



Storm Eunice Response



Town Council Electric Vehicle



Wildflower Verges



Bridport Town Council

The Town Council, as a democratically elected body, works in partnership with other agencies and community bodies to represent and promote the town, ensure the delivery of high quality services in response to local needs and improve the economic, social, and environmental well-being of its area.

The Town Council offices are located at:

Mountfield, Rax Lane, Bridport, Dorset DT6 3JP.
 Tel. no. 01308 456722
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The Mountfield offices are open:

Weds/Thurs, 9.00am to 5.00pm
 Friday, 9.00am to 4.30pm
 (closed 12.30pm to 1.30pm on those days)

The Tourist Information Centre is open:

Monday to Saturday,
 April to Oct, 9am - 5pm
 Nov to Mar, 10am - 3pm

Staff:

- Town Clerk:** Will Austin
- Town Surveyor:** Daryl Chambers
- Finance & Office Manager:** Paul Fuszard
- Project Manager:** David Dixon
- Project Manager:** Caroline Pearce
- Clerical Officer:** Claire Peters-Way
- Clerical Assistant:** Steven Yarde
- TIC Manager:** Terri Foxwell
- TIC Assistant Manager:** Rebecca Jones
- TIC Assistant:** Jill Beed
- TIC Assistant:** Grace Mynard
- TIC Assistant:** Georgia Chesterman
- TIC Assistant:** Billy Shearer
- Grounds Supervisor:** Sean Coombs
- Groundsperson:** Tim Smith
- Groundsperson:** Paul Sanderson
- Groundsperson:** Andrew Hansford
- Groundsperson:** Tom Hillier
- Market Superintendent:** Ken Hussey
- Cemetery Superintendent:** Paul Violet
- Lengthsman:** Ed Wootton
- Town Hall Caretaker:** Darryl Hills
- Mountfield Cleaner:** Clare Violet
- East St Car Park Toilets Cleaner:** Lisa Craig

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How the Council Works

The Council comprises 18 councillors - 9 to represent the South ward and 9 to represent the North ward.

All Councillors meet as the full Council to take the major decisions and oversee all activities of the Town Council. The Council appoints three main committees - Planning, Finance & General Purposes and Environment & Social Wellbeing. These are supported by a number of sub committees and working groups. Councillors are also appointed to serve on local outside organisations.

The Town Council meets six times a year at 7.00 pm on a Tuesday. The Planning Committee meets monthly on Mondays. The Finance and General Purposes and Environment and Social Wellbeing committees meet four or five times a year. The Council's Best Value and Scrutiny Sub Committee meets quarterly. Agendas are normally issued a week before the meetings and are posted on public notice boards and on the Council's website.

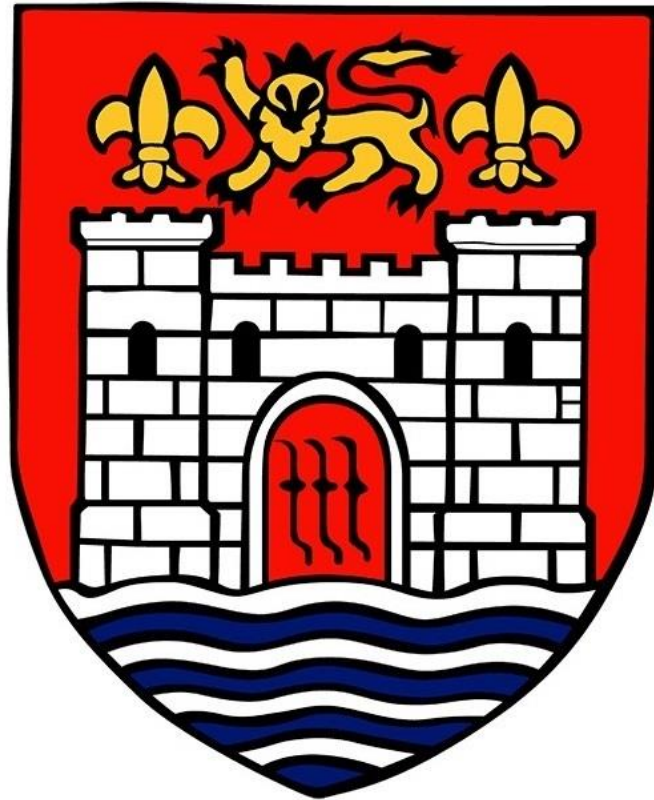
The press and public are welcome to attend all committee, sub committee and full Council meetings and the public may put questions or make statements on any matter on the agenda, in public forums at the beginning of all of these meetings. The minutes are published on our website and can also be viewed at the library or at our Mountfield office.

The Calendar of Meetings for the Year is on the Town Council's web site (www.bridport-tc.gov.uk) and on notice boards. Please contact the Town Council for any information regarding Council meetings.

BALANCE SHEET AS AT 31 MARCH 2022**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022**

| CURRENT ASSETS | £ | £ | INCOME | £ | £ |
|--------------------------------------|----------------|-----------------------|---------------------------------|--------------|-----------------------|
| Payments in advance | | 9,679 | Precept | | 728,341 |
| Debtors | | 57,572 | Interest and investments | | 8,064 |
| Stock | | 6,842 | Allotments | | 6,733 |
| Money Market Deposits | | 208,596 | Cemetery | | 25,488 |
| Cash at Bank | | 523,041 | Sitting Out Licences | | 2,000 |
| Cash in Hand | | <u>2</u> | Market | | 96,927 |
| | | | Amenity Areas/Playing Fields | | 30,759 |
| TOTAL ASSETS | | 805,732 | Mountfield | | 61,004 |
| | | | The Grove | | 32,327 |
| CURRENT LIABILITIES | | | WI Hall | | 0 |
| | | | Salt House | | 6,851 |
| Creditors | | <u>138,319</u> | Town Hall | | 53,189 |
| | | | Tourist Information Centre | | 139,353 |
| NET ASSETS | | <u>667,413</u> | Parish Clustering | | 13,401 |
| | | | Events | | 290 |
| REPRESENTED BY: | | | CCTV | | 16,837 |
| General reserve at 1 April 2021 | 195,826 | | Town Plan Projects | | 13,745 |
| T/f from Tourist Information Reserve | 40,000 | | West Bay Car Boot | | 5,806 |
| Net deficit for the year | <u>-48,884</u> | | Salary Contributions | | 1,000 |
| | | | Covid-19 | | <u>13,251</u> |
| | | | | | 1,255,366 |
| General reserve 31 March 2022 | | 186,942 | EXPENDITURE | | |
| Climate Emg reserve 1 April 2021 | 98,000 | | Administration | 318,504 | |
| Payments during the year | <u>-18,279</u> | | Office Expenses | 10,570 | |
| Climate Emg reserve 31 Mar 2022 | | 79,721 | Mountfield | 46,586 | |
| Earmarked reserve at 1 April 2021 | 244,098 | | The Grove | 22,380 | |
| Contribution to reserves | 91,265 | | WI Hall | 1,049 | |
| Earmarked funds released | <u>41,870</u> | | Salt House | 4,260 | |
| Earmarked reserve at 31 Mar 2022 | | 293,493 | Town Hall | 50,971 | |
| TIC reserve as at 1 April 2021 | 60,000 | | Tourist Information Centre | 269,912 | |
| Transfer to general reserves | <u>-40,000</u> | | Cemetery | 24,833 | |
| TIC reserve at 31 March 2022 | | 20,000 | Civic | 6,420 | |
| Capital reserve as at 1 April 2021 | 90,123 | | Members' Allowances | 14,184 | |
| Payments during the year | <u>-2,866</u> | | Market | 13,907 | |
| Capital reserve at 31 March 2022 | | 87,257 | Amenity Areas/Playing Fields | 321,182 | |
| TOTAL RESERVES | | 667,413 | Grants and Donations | 55,306 | |
| | | | Community Bus | 15,260 | |
| | | | CCTV | 23,129 | |
| | | | Town Plan Projects | 25,253 | |
| | | | Other Services | 75,071 | |
| | | | Covid-19 | <u>5,473</u> | |
| | | | | | <u>1,304,250</u> |
| | | | NET DEFICIT FOR THE YEAR | | <u>-48,884</u> |

The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2022 and reflects its income and expenditure during the year.



Bridport
Town Council