

Minutes of the ANNUAL MEETING of the **BRIDPORT TOWN COUNCIL** held in the Town Hall, Bridport on Thursday 26 May 2022 at 7.00pm.

PRESENT Cllr Ian Bark (in the Chair for item 1)

Cllrs	Geoffrey Ackerman	Maggie Ray
	Rose Allwork	Martin Ray
	Dave Bolwell	Anne Rickard
	Sandra Brown	Dave Rickard
	Kelvin Clayton	Sarah Williams
	Julian Jones	Steve Williams
	Gill Massey	

ALSO PRESENT Will Austin (Town Clerk), Daryl Chambers (Town Surveyor), Paul Fuszard (Finance & Office Manager), Terri Foxwell (TIC Manager), Jill Beed (Mayor's Secretary), Grace Mynard (Mayor's Secretary), Steven Yarde (Clerical Officer), Georgia Chesterman (TIC Assistant), Rebecca Jones (Deputy TIC Manager), Paul Violet (Cemetery Superintendent), Caroline Pearce (Project Manager & Community Initiatives Officer), David Dixon (Project Manager & Community Initiatives Officer), Sean Coombs (Grounds Supervisor, attended virtually), and 48 members of the public.

Prior to the commencement of the meeting, Cllr Ian Bark, the outgoing Mayor, reflected on his Mayoral year. He offered his thanks to the Mayoress, Town Clerk and Mayor's Secretary for their support.

1. **ELECTION OF TOWN MAYOR (CHAIRMAN OF THE COUNCIL)**

It was moved by Cllr Anne Rickard, seconded by Cllr Gill Massey and, on being put to the vote:

RESOLVED: that Cllr Ian Bark be elected Town Mayor and Chairman of the Council for the ensuing municipal year 2022/2023.

Cllr Ian Bark signed the declaration of acceptance of office, received the chain of office, offered thanks for his election, and assumed the chair.

2. **APOLOGIES**

Apologies for absence were received from Cllrs Sarah Carney, Karen Hunt, Barry Irvine and Ros Kayes.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

4. ELECTION OF DEPUTY TOWN MAYOR (VICE CHAIRMAN OF THE COUNCIL)

It was moved by Cllr Sarah Williams, seconded by Cllr Dave Rickard and, on being put to the vote:

RESOLVED: that Cllr Dave Bolwell be elected Deputy Town Mayor and Vice Chairman of the Council for the ensuing municipal year 2022/2023.

Cllr Dave Bolwell signed the declaration of acceptance of office, received the chain of office and offered thanks for his election.

5. ELECTION OF LEADER OF THE TOWN COUNCIL

It was moved by Cllr Ian Bark, seconded by Cllr Steve Williams and, on being put to the vote:

RESOLVED: that Cllr Dave Rickard be elected Leader of the Council for the ensuing municipal year 2022/2023.

Cllr Dave Rickard signed the declaration of acceptance of office and offered thanks for his election.

6. MINUTES

RESOLVED: that the minutes of the meeting held on 29 March 2022 be confirmed as a correct record, and be signed by the Town Mayor.

7. COMMITTEES

(a) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 25 April 2022 were presented by the Committee Chairman, Dave Bolwell.

RESOLVED: that the minutes of the meeting of the Planning Committee on 25 April 2022 be received and adopted.

8. STANDING ORDER 14(b)

No questions were submitted under Standing Order 14(b).

9. APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2022/23

Consideration was given to the establishment of the committees, sub committees and working groups for the ensuing municipal year 2022/23, their terms of reference and delegations as set out in the Town Council's constitution, ENCL: 3712.

RESOLVED: that the committees, sub committees and working groups be established for 2022/23, with the terms of reference and delegations, including the delegations to the Town Clerk, as set out in the Appendix to the report.

10. MEMBERSHIP OF COMMITTEES, SUB COMMITTEES AND WORKING GROUPS FOR 2022/23

The proposed memberships had been circulated to all members, prior to the meeting, ENCL: 3713.

RESOLVED:

- (i) that the membership of committees, sub committees and working groups for the municipal year 2022/23 be approved as set out at Appendix 1 to these minutes.

11. STANDING ORDERS AND FINANCIAL REGULATIONS

The Town Clerk reported that these documents were circulated with councillors' induction packs. A full review of both would be needed during the year, but pending that, he sought approval to continue using the current versions. There was no suggestion from the auditors that they were not fit for purpose, but both needed to be updated, to accord with the model versions published by NALC. The Clerk recommended that members confirm as per the agenda.

RESOLVED: that the Council's existing Standing Orders and Financial Regulations shall apply for 2022/2023, as previously adopted.

12. COUNCIL MEETINGS CALENDAR

Consideration was given to ENCL: 3714.

RESOLVED: that the calendar of meetings for 2022/23 be confirmed as circulated with the agenda.

13. COMMUNITY GOVERNANCE REVIEW

The Town Clerk reported that the deadline for submissions to the public consultation concluded on 23 May 2022, and that, following a discussion with the Community Governance Working Group, the Town Council had made its submission under delegation by the Leader and Mayor, in conjunction with the Town Clerk. Members were asked to approve this action and the submission.

RESOLVED: that the delegated decision to submit a response to the Community Governance consultation, and the response itself, be agreed.

Cllr Kelvin Clayton abstained, in order that he could participate in the decision-making process as a Dorset Council member.

14. ANNOUNCEMENTS

The Town Mayor reported his list of engagements, ENCL: 3715.

The meeting closed at **7.58pm**

The next meeting of Bridport Town Council will be held on 28 June 2022

Bridport Town Council Memberships 2021/22

	Geoff Ackerman	Ian Bark	Dave Bolwell	Barry Irvine	Gill Massey	Martin Ray	Maggie Ray	Anne Rickard	Dave Rickard	Sarah Williams	Steve Williams	Kelvin Clayton	Julian Jones	Ros Kayes	Karen Hunt	Rose Allwork	Sarah Carney	Sandra Brown	Total	
MAIN COMMITTEES																				
F&GP (9)	*				*	*	*	*		*			*		*	*				9
Plans (9)	*		*	*				*	*	*		*	*				*			9
Environment (9)		*		*				*	*		*	*		*	*		*			9
JOINT COMMITTEE																				
NPJCC (1 + 1 reserve)		*								Res										1 + Res
SUB COMMITTEES																				
Best Value (9)	*			*		*	*	*			*			*			*	*		9
Climate Action (5)		*							*			*			*	*				
WORKING GROUPS																				
Highways (5)	*	*				*							*				*			5
Market & Business (5)	*	*								*						*		*		5

Notes

1. No preferences were received in respect of membership of the Staffing Appeals Sub Committee. As a sub committee of the Finance & General Purposes Committee, this will be a matter for that committee at its next meeting.
2. The membership of working groups other than Market & Business Liaison and Highways & Transportation will be determined by the 'parent' committees.