

**Will Austin  
Town Clerk**

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To all Town Councillors

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16 December 2022

Dear Councillor

A meeting of Bridport Town Council, acting in its capacity as sole trustee to the Bridport Communities Trust, is to be held at **Mountfield, Rax Lane, Bridport DT6 3JP on Monday 9 January 2023 at 6.00pm**, when it is proposed to transact the business shown in the agenda below. This meeting will be the first Annual General Meeting in connection with the Bridport Communities Trust.

Yours sincerely



Town Clerk

This meeting is open to the press and public

## **AGENDA**

### **PUBLIC FORUM**

Prior to the meeting, a period of up to 30 minutes, or less as the case may be, will be allowed for members of the public present, who are electors or residents in the parish of Bridport or adjoining parishes, to ask questions and make statements in respect of items on the agenda of this meeting.

1. **APOLOGIES**  
To receive apologies for absence submitted by Members.
2. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest by members.
3. **CONSTITUTION**  
To receive and reaffirm the previously agreed constitution of the Bridport Communities Trust.

4. **MANAGEMENT COMMITTEE**  
To agree the arrangements for the Management Committee of the Bridport Communities Trust, including but not limited to;
  - (i) The creation of the Trust Management Committee as a standing committee of the Town Council;
  - (ii) The number of Town Council members (either three or four) and stakeholder body members (five or six) that will sit on the Committee;
  - (iii) A list of stakeholder bodies that shall be afforded the right to elect a member of the Management Committee, the number to correspond with the number of stakeholder committee members agreed in (ii) above; and
  - (iv) Approval, delegated to the Town Clerk and Responsible Financial Officer, to open a bank account in the name of the Trust.
  
5. **BRIDPORT WI HALL**  
To approve the transfer of ownership of Bridport WI Hall from the Bridport WI Trust to the Bridport Communities Trust, with detailed provisions delegated to the Town Clerk and Town Surveyor.
  
6. **WEST BAY DISCOVERY CENTRE**  
To approve the transfer of ownership of the West Bay Discovery Centre from the Bridport Area Development Trust to the Bridport Communities Trust, with detailed provisions delegated to the Town Clerk and Town Surveyor.
  
7. **COMMUNICATIONS**  
To receive any matters relating to the Bridport Communities Trust, for information purposes only.
  
8. **FUTURE MEETINGS**  
To note that the Council is required to meet two times in every year, acting only in its capacity as sole trustee to the Bridport Communities Trust and separately from other Town Council meetings, and to agree a date for the next meeting in this regard.