



**Will Austin
Town Clerk**

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To all Town Councillors

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18 January 2023

Dear Councillor,

You are hereby summoned to a meeting of the Town Council to be held at **Bridport Town Hall on Tuesday 24 January 2023 at 7.00pm**, when it is proposed to transact the following business. Limited spaces will be available for public attendance.

Virtual attendance can be made available, provided a request is received by the Clerk, by midday on the day preceding the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Will Austin', written over a large, light-colored oval shape.

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 will be in two parts:

1. A public discussion on a particular issue of current interest. Items for discussion, which shall be introduced by a councillor, shall be agreed by a previous Council meeting. There will be no time limits on public contributions in this section of the Open Forum. The topics for discussion are (i) the practical implications of a 20mph speed limit in Bridport, and (ii) youth work carried out by the Bridport Youth & Community Centre Trust,.
2. Public questions or statements, primarily in respect of other items on the agenda of the Town Council meeting, but also in the interests of wider public discussion. Each question/contribution by a member of the public will not exceed three minutes in duration.



1. **APOLOGIES**
 - (i) To receive apologies for absence submitted by Members.
 - (ii) To consider granting a leave of absence to Cllr Barry Irvine.

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from members.

3. **MINUTES**
 - (i) To approve the minutes of the meeting of the Town Council held on 22 November 2022 (copy enclosed).
 - (ii) To approve the minutes of the meeting of the Town Council, acting in its capacity as sole trustee to the Bridport Communities Trust, held on 9 January 2023 (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** **5 December 2022** **(previously circulated)**

 - b. **Planning** **9 January 2023** **(copy enclosed)**

 - c. **Finance & General Purposes** **16 January 2023** **(copy enclosed)**

Including the following recommendations:

(Minute No. 52) **Financial Estimates 2022/23 – 3rd Revision (ENCL: 3774)**

RECOMMEND: that the 3rd revision of the estimates for the year 2022/23 be approved.

(Minute No. 53) **Budget and Estimates 2023/24 (ENCL: 3775)**

RECOMMEND: (a) that the draft estimates for 2023/24 be approved as set out in Appendix A.
(b) that the proposed fees and charges for 2023/24 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 2023/24 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 £844,484 with



the annual Band 'D' charge increasing from £249.81

to £274.53, the increase being equivalent to 9.9% or 48p per week.

(Minute No. 56) **Review of the Effectiveness of Internal Audit and Appointment of an Internal Auditor for 2023/24** ([ENCL: 3777](#))

RECOMMEND: that the existing internal audit arrangements continue for 2023/24.

(Minute No. 57) **Risk Assessment and Management: Annual Review** ([ENCL: 3778](#))

RECOMMEND: that the Corporate Risk Assessment, and the management strategy as noted in the report, be approved as tabled.

d. **Environment and Social Wellbeing** **11 January 2023** ([copy enclosed](#))

6. **ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2023/2024**

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. **REPORTS FROM OUTSIDE BODIES**

(i) To receive a report from Cllr Sarah Carney, [ENCL: 3781](#), in respect of Bridport Area Development Trust.

(ii) To consider a report of the Town Clerk, [ENCL: 3782](#), on future reporting from outside bodies, and agree any actions arising.

8. **OPEN PUBLIC FORUM**

To recommend the issue for discussion at the next Open Public Forum at the Council meeting to be held on 28 March 2023.

9. **ANNOUNCEMENTS & COMMUNICATIONS**

To receive such announcements and communications as the Town Mayor, [ENCL: 3783](#), Leader of the Council or the Town Clerk may wish to report.

The next meeting of Bridport Town Council will be on 28 March 2023