



# Bridport Town Council

**Will Austin  
Town Clerk**

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To all Town Councillors

3 May 2023

Dear Councillor,

The ANNUAL MEETING of the Town Council is to be held at **Bridport Town Hall** on **Wednesday 10 May 2023 at 7.00pm**, when it is proposed to transact the business shown in the agenda below.

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

Yours sincerely

Town Clerk

The meeting is open to the public

## **AGENDA**

1. ELECTION OF TOWN MAYOR (Chairman of the Council)  
for the ensuing municipal year 2023/24 and receive the declaration of acceptance of office, [ENCL: 3802](#).
2. APOLOGIES  
To receive apologies for absence submitted by Members.
3. DECLARATIONS OF INTEREST  
To receive any declarations of interest by members.

4. ELECTION OF DEPUTY TOWN MAYOR (Vice-Chairman of the Council) for the ensuing municipal year 2023/24 and receive the declaration of acceptance of office, [ENCL: 3802.](#)
5. ELECTION OF LEADER OF THE TOWN COUNCIL for the ensuing municipal year 2023/24 and receive the declaration of acceptance of office, [ENCL: 3802.](#)
6. MINUTES  
To confirm the minutes of the meeting of the Town Council held on 28 March 2023 ([copy herewith](#)).
7. COMMITTEES  
To receive and adopt the minutes of the following meetings:
  - a. Planning 24 April 2023 ([copy herewith](#))
8. STANDING ORDER 14(b)  
Questions, if any, pursuant to Standing Order 14(b).
9. APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2023/24  
To establish committees, sub-committees and working groups for the ensuing municipal year 2023/24 and agree their terms of reference and delegations as set out in the Town Council's Constitution, [ENCL: 3803.](#)
10. MEMBERSHIP OF COMMITTEES, SUB COMMITTEES AND WORKING GROUPS FOR 2023/24  
To appoint to member level bodies established under item 9 above, [ENCL: 3804.](#)
11. STANDING ORDERS AND FINANCIAL REGULATIONS  
To confirm that the existing Council Standing Orders and Financial Regulations will apply for 2023/24, pending a review by Finance & General Purposes Committee at its next meeting.
12. COUNCIL MEETINGS CALENDAR  
To confirm the Council meetings calendar for 2023/24, [ENCL: 3805.](#)
13. ANNOUNCEMENTS  
To receive such communications as the Town Mayor, [ENCL: 3806.](#)  
Leader of the Council and the Town Clerk may wish to report to Council.

**The next ordinary meeting of Bridport Town Council will be held on 27 June 2023.**