

**Will Austin  
Town Clerk**

Mountfield  
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To Members of the Best Value and Scrutiny  
Sub Committee: Cllrs: Sandra Brown,  
Sarah Carney, Ros Kayes, Maggie Ray,  
Martin Ray, Anne Rickard, Sarah Williams  
and Steve Williams

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(Copy for information to other Members of  
the Town Council)

28 November 2023

Dear Town Councillor,

You are summoned to a meeting of the Best Value and Scrutiny  
Sub Committee to be held at **Mountfield, Rax Lane, Bridport,  
DT6 3JP** on **Tuesday 5 December 2023 at 11.00am** when it is  
proposed to transact the undermentioned business. Limited spaces  
will be available for public attendance.

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

This meeting is open to the press and public

## **AGENDA**

Immediately preceding the Committee's 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  
Best Value and Scrutiny Sub Committee meeting.

1. APOLOGIES  
To receive apologies for absence submitted by members.
2. DECLARATIONS OF INTEREST  
To receive any declarations of interest submitted by members.
3. MINUTES  
To confirm the minutes of the meeting of the Best Value and Scrutiny Sub Committee held on 5 September 2023 (previously circulated but [enclosed](#) for members of the Committee).
4. WEST BAY CAR BOOT SALE GRANTS SCHEME  
To agree the membership of the West Bay Car Boot Sale Grants Panel for 2024, to accord with the previously resolved structure of five town councillors and two Dorset Council members.
5. AUDIT MATTERS  
Town Clerk to report on the following audit-related matters:
  - (i) Annual Governance & Accountability Return 2022-23, reported to Full Council on 21 November 2023, [ENCL: 3856](#) and
  - (ii) Interim internal audit report, reported to Finance & General Purposes Committee on 13 November 2023, [ENCL: 3846](#).
6. COMMUNITY ENGAGEMENT  
To consider a report of the Town Clerk, [ENCL: 3857](#), regarding the creation of a working group, associated remit, and membership arrangements, to develop the Council's approach to community engagement.
7. COMMUNICATIONS  
To receive any correspondence for urgent communication.
8. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960  
To resolve: "*That in view of the confidential nature of the business (work in progress) about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw*".
9. DRAFT ESTIMATES 2024/25  
To receive a presentation on initial proposals for next year's budget, following discussions at the Budget Working Group. Decisions on the budget will be taken at the Finance & General Purposes Committee on 15 January 2024 and then full Council on 23 January 2024, ENCL: 3858.

**The next meeting of this Sub Committee will be on 5 March 2024**