

Will Austin
Town Clerk

To: Members of the Finance and General
Purposes Committee - Cllrs:
Rose Allwork, Sandra Brown, Karen Hunt,
Julian Jones, Gill Massey, Maggie Ray,
Martin Ray, Anne Rickard and Sarah Williams.

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Town Council)

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8 January 2024

Dear Town Councillor,

A meeting of the **Finance & General Purposes Committee** is to be held at **Mountfield, Bridport on Monday 15 January 2024 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 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

PUBLIC FORUM

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 Finance and General Purposes Committee meeting.

1. APOLOGIES
To receive apologies for absence submitted by Members.
2. DECLARATIONS OF INTEREST
To receive any declarations of interest by members.
3. MINUTES
To confirm the minutes of the meeting of the Committee held on 13 November 2023 (previously circulated, but enclosed for members of the Committee).
4. BEST VALUE AND SCRUTINY SUB COMMITTEE
To receive the minutes of the meeting held on 5 December 2023 and to consider the recommendations therein (enclosed).
5. FINANCIAL ESTIMATES 2023/24 – 3rd REVISION
To consider a report of the Town Clerk, ENCL: 3866.
6. BUDGET AND ESTIMATES 2024/25
To consider a report of the Town Clerk, ENCL: 3867.
7. MEETINGS CALENDAR
To consider a report of the Town Clerk, ENCL: 3868.
8. ENVIRONMENT & SOCIAL WELLBEING COMMITTEE
To consider recommendations, if any, arising from the meeting held on 10 January 2024.
9. REVIEW OF THE EFFECTIVENESS OF INTERNAL AUDIT AND APPOINTMENT OF AN INTERNAL AUDITOR FOR 2024/25
To consider a report of the Town Clerk, ENCL: 3869.
10. RISK ASSESSMENT AND MANAGEMENT: ANNUAL REVIEW
To consider a report of the Town Clerk, ENCL: 3870.
11. SERVICES ADMINISTERED BY THE TOWN SURVEYOR
To receive a verbal update from the Town Surveyor, including:
 - WI Hall
 - Mountfield
 - Bridport FC
 - St Mary's Shelter
 - Bridport Cemetery
 - Lengthsman
 - Court Orchard
 - West Bay Highway Enhancement Scheme

- Rope Walks Taxi Rank
- Events
- Changing Places Toilets

and to agree any actions arising.

12. **COMMUNITY GOVERNANCE REVIEW**
To receive any verbal updates on the Community Governance Transition Plan, and agree any actions arising.
13. **WEST BAY DISCOVERY CENTRE**
Town Clerk to report on discussions regarding the future operation of the Centre. Members to agree any actions arising.
14. **REPORTS FROM OUTSIDE BODIES**
To receive any updates within the remit of this Committee, and to consider changes to future reporting arrangements.
15. **COMMUNICATIONS**
Town Clerk to report any matters for information.
16. **PAYMENT OF ACCOUNTS**
To approve List number 4 - 2023/24, [ENCL: 3871](#).
17. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
To resolve that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw.
18. **STAFFING MATTERS**
Town Clerk to report. Committee to agree any actions arising.
19. **PROPERTY MATTERS**
Town Surveyor to report. Committee to agree any actions arising.

The next meeting of the Committee will be on 11 March 2024