

**Will Austin  
Town Clerk**

Mountfield  
Bridport  
DT6 3JP

Phone 01308 456722

e.mail: [Will.Austin@bridport-tc.gov.uk](mailto:Will.Austin@bridport-tc.gov.uk)

To Members of the Best Value and Scrutiny  
Sub Committee: Cllrs: Jonathan Bourbon,  
Sarah Carney, Andrew Holdridge, Anna  
Killick, Ann Langridge, Paddy Mooney, Anne  
Rickard, Dave Rickard and Steve Williams.

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

25 February 2025

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 4 March 2025 at 11.00am** when it is  
proposed to transact the following business. 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**

Prior to the remainder of the Sub 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.

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 Sub-Committee meeting held on 3 December 2024 (copy enclosed).
4. WEST BAY CAR BOOT SALE GRANTS SCHEME  
To receive a verbal update from the Town Clerk and to agree any actions arising.
5. INTERNAL AUDIT  
To receive, consider, and approve the interim report of the independent internal auditor, ENCL: 3978.
6. INVESTMENT REVIEW 2024/25 AND STRATEGY 2025/26  
To consider a report of the Town Clerk, ENCL: 3979.
7. ASSET REGISTER  
To receive and approve the Asset Register, ENCL: 3980, and to agree that the Finance & Office Manager be given delegated authority to make any final amendments, before it is signed by the Chairman of the Finance and General Purposes Committee and the Town Clerk.
8. ANNUAL TOWN MEETING ARRANGEMENTS  
To consider and agree the draft agenda, ENCL: 3981, and any other arrangements for the Annual Town Meeting 2025.
9. STANDING ORDERS AND FINANCIAL REGULATIONS  
To agree arrangements for a review of the Town Council's Standing Orders and Financial Regulations, and to agree that in the meantime the current versions should continue to apply.
10. COMMUNICATIONS  
To receive any correspondence for urgent communication.

**The next meeting of this Sub Committee will be held on  
3 June 2025**