

**Will Austin  
Town Clerk**

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

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

27 May 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 3 June 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. ELECTION OF CHAIR  
To elect a chair of the sub-committee for the ensuing municipal year 2025/2026.
2. APOLOGIES  
To receive apologies for absence submitted by members.
3. DECLARATIONS OF INTEREST  
To receive any declarations of interest submitted by members.
4. MINUTES  
To confirm the minutes of the meeting of the Sub-Committee meeting held on 4 March 2025 ([copy enclosed](#)).
5. CCLA PROPERTY FUND INVESTMENT  
To consider reinvestment arrangements for funds withdrawn from the CCLA Property Fund, when the funds are repaid (expected early August 2025).
6. POLICY REVIEWS  
To consider and approve the following policies:
  - (i) Equality and Diversity Policy, [ENCL: 4009](#)
  - (ii) Dignity at Work Policy, [ENCL: 4010](#)
  - (iii) Safeguarding Policy, [ENCL: 4011](#)
  - (iv) Data Protection Policy, [ENCL: 4012](#)
7. INTERNAL AUDIT AND ANNUAL ACCOUNTS 2025/26  
To consider and approve a report of the independent internal auditor, [ENCL: 4013](#), following a visit on 23 May 2025, and to recommend the annual accounts, [ENCL: 4014](#), for approval.
8. ANNUAL REPORT  
To consider the Town Council's draft Annual Report, [ENCL: 4015](#).
9. GRANTS 2025/26 AND SLA REVIEWS  
Town Clerk to report on the timetable and process.
10. INSURANCE RENEWAL  
Town Clerk to report on arrangements for the annual renewal of the Town Council's insurance policy.
11. FUTURE REPORTS  
To agree any reports to be submitted to future meetings.

12. COMMUNICATIONS

To receive any correspondence for urgent communication.

**The next meeting of this Sub Committee will be held on  
2 September 2025.**