

**Will Austin
Town Clerk**

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To all Town Councillors

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17 June 2025

Dear Councillor,

You are hereby summoned to a meeting of the Town Council to be held at **Bridport Town Hall** on **Tuesday 24 June 2025 at 7.00pm**, when it is proposed to transact the following business. Limited spaces will be available for public attendance.

Yours sincerely



Town Clerk

The meeting is open to the public

AGENDA

OPEN PUBLIC FORUM

Prior to the start of each ordinary Council meeting, there will be an Open Public Forum of up to 45 minutes for electors or residents in the parish of Bridport or adjoining parishes. This will be in two parts:

1. A public discussion on a particular issue of current interest. Items for discussion, which shall be introduced by a councillor, shall be agreed by a previous Council meeting. There will be no overall time limit on public contributions in this section of the Open Forum, although individual contributions will not exceed three minutes in duration. A previously agreed topic, "the business community" has been unavoidably postponed until the next meeting on 23 September 2025.
2. Public questions or statements, primarily in respect of other items on the agenda of the Town Council meeting, but also in the interests of wider public discussion. Each question/contribution by a member of the public will not exceed three minutes in duration.

1. **APOLOGIES**
To receive apologies for absence submitted by Members, and to consider any new or extended leave of absence arrangements.
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from members.
3. **MINUTES**
To approve the minutes of the meeting of the Town Council held on 20 May 2025 [\(copy enclosed\)](#).
4. **STANDING ORDER 4(k)(vi)**
Questions, if any, pursuant to Standing Order 4(k)(vi).
5. **CLERK TRANSITION AND SUSPENSION OF THE GENERAL POWER OF COMPETENCE**
To note the departure of the Town Clerk, the appointment of the Deputy Town Clerk as Acting Clerk until 1st August, and the suspension of the General Power of Competence during this period.
To note that eligibility to use the General Power of Competence will be reviewed and re-confirmed once the newly appointed, qualified Clerk commences in post.
6. **COMMITTEES**
To receive the minutes of the following meetings, and adopt the decisions therein:
 - a. **Planning** **02 June 2025** [\(copy enclosed\)](#)
 - b. **Finance & General Purposes** **09 June 2025** [\(copy enclosed\)](#)
Including the following recommendations:
(Min No. 6) **Best Value & Scrutiny Sub-Committee**
RECOMMENDED: that the Annual Accounts for 2024/25 be approved.

(Min No. 10) **Appointments and Representatives of the Council**
RECOMMENDED: that West Bay Community Forum and West Bay Discovery Centre is removed from the list of representatives on outside bodies, as in Appendix 1 to the minutes.
 - c. **Environment and Social Wellbeing** **04 June 2025** [\(copy enclosed\)](#)
7. **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25**
To consider a report of the Town Clerk, [ENCL: 4024](#).
8. **DORSET COUNCIL HOUSEHOLD RECYCLING CENTRES**
To discuss the new booking system to be brought in by Dorset Council.

9. PUBLIC OPEN FORUM

To confirm that the topic for the next meeting will be “the business community”.

10. COMMUNICATIONS

To receive such communications as the Town Mayor, [ENCL: 4025](#), Leader of the Council and the Town Clerk may wish to report to Council.

The next meeting of Bridport Town Council will be on 23 September 2025