



Sally Freemantle  
Town Clerk

To: Members of the Finance and General  
Purposes Committee - Cllrs:  
Nigel Amor, Rob Casey, Andrew Holdridge,  
Anna Killick, Ann Langridge, Paddy Mooney,  
Nigel Rawlings, Dave Rickard and  
Sarah Williams.

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(Copy to other Town Council Members)

1 September 2025

Dear Town Councillor,

You are summoned to a meeting of the Finance and General Purposes Committee, to be held at **Mountfield, Rax Lane, Bridport, DT6 3JP** on **Monday 8 September 2025 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**

Prior to the remainder of 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 for a maximum of three minutes each, in respect of items on the agenda of this 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 9 June 2025 (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 2 September 2025 and to consider the recommendations therein (to follow).
5. MARKET & BUSINESS LIAISON WORKING GROUP  
To receive the notes of the meeting held on 17 June 2025 (to follow) and agree any recommendations therein.
6. FINANCIAL ESTIMATES 2025/26  
To consider a verbal report of the Finance and Office Manager.
7. BUDGET PLANNING 2025/26  
To consider a report of the Town Clerk, ENCL: 4034.
8. WRITING BOX UPDATE  
Business plan to follow, ENCL: 4040.
9. BURTON ROAD TO WEST BAY TRAILWAY  
To consider the responses to the Burton Road to West Bay Trailway postcard, ENCL: 4035.
10. SERVICES ADMINISTERED BY THE TOWN SURVEYOR AND PROPERTY MANAGER  
Town Surveyor and Property Manager to report on projects and to agree any actions arising, ENCL: 4036.
11. INTERNAL AUDITOR  
To consider a report from the Finance and Officer Manager, ENCL: 4037.
12. INSURANCE RENEWAL  
To receive a verbal update.



13. CCLA INVESTMENT LIQUIDATION  
To receive a verbal report from the Finance and Office Manager.
14. DAPTC MEMBERSHIP  
To confirm the Dorset Association of Parish and Town Council membership.
15. PAYMENT OF ACCOUNTS  
To approve list number 2 – 2025/2026, ENCL: 4038 (to follow).
16. REPRESENTATIVES ON OUTSIDE BODIES  
To elect a new representative to Dorset Association of Parish and Town Councils, as Anna Killick has now stepped down from the role.
17. COMMUNICATIONS  
To receive any correspondence for urgent communication for information only and to receive any committee-relevant reports from councillor representatives to outside bodies.
18. *PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960*  
*"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw."*
19. BRIDPORT MUSEUM  
To consider a report of the Bridport Museum.
20. STAFFING MATTERS  
To consider the confidential report of the Town Clerk and agree any actions arising.
21. PROPERTY MATTERS  
Town Surveyor to report and agree any actions arising.

**The next meeting of the Committee will be held on 10 November 2025**