



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.

Mountfield
Bridport
DT6 3JP
Phone 01308 456722

e-mail: Sally.Freemantle@bridport-tc.gov.uk

(Copy to other Town Council Members)

6 January 2026

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 12 January 2026 at 6.30pm** when it is proposed to transact the following business. Limited spaces will be available for public attendance.

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 10 November 2025 (previously circulated, but enclosed for members of the Committee).

4. BEST VALUE & SCRUTINY SUB-COMMITTEE

To receive and adopt the minutes of the meeting held on 2 December 2025 (enclosed), and to consider the recommendations therein:

- i. To support a request from The Harmony Centre for a Service Level Agreement (£5,000 annual sum) starting in 2026/27.
- ii. That the Service Level Agreement for the Citizen's Advice Bureau remain at its current level with no reduction in financial support in 2026/27.

5. ENVIRONMENT & SOCIAL WELLBEING COMMITTEE

To consider any recommendations arising from the meeting of the Environment & Social Wellbeing Committee held on 7 January 2026. Town Clerk to report, including:

- i. West Bay Bus recommendation.

6. BANK RECONCILIATION

To consider the bank reconciliation documents for November 2025, ENCL: 4079.

7. PAYMENT OF ACCOUNTS

To approve the payments list for October, November and December 2025, ENCL: 4080.

8. SUMMARY OF INCOME AND EXPENDITURE 2025/26

To consider a report of the Town Clerk, ENCL: 4081.

9. FEES AND CHARGES

To approve the fees and charges for the 2026/27 financial year, ENCL: 4082.

10. BUDGET AND ESTIMATES 2026/27

To consider a report of the Town Clerk, ENCL: 4083 and confirm the budget for the 2026/27 financial year for recommendation to the Full Council meeting on 20th January 2026.



11. RESERVES
To consider a report of the Finance & Office Manager (RFO), [ENCL: 4084](#) on the levels of reserves including the allocation of the CCLA investment proceeds.
12. PRECEPT FOR 2026/27
To consider a report of the Town Clerk and the Finance & Office Manager, [ENCL: 4085](#) for recommendation to the Full Council meeting on 20th January 2026.
13. RISK ASSESSMENT AND MANAGEMENT: ANNUAL REVIEW
To consider a report of the Town Clerk, [ENCL: 4086](#).
14. MEETINGS CALENDAR
To consider a report of the Town Clerk, [ENCL: 4087](#).
15. BRIDPORT TOWN COUNCIL POLICIES
To consider the updated policies for (1) Allotments, (2) Bridport Cemetery and (3) the newly proposed Information Technology (please note this policy has been updated since the last Committee meeting due to the publication by NALC). These policies require approval, [ENCL: 4056](#), [4057](#) and [4058](#).
16. COMMUNICATIONS
To receive any correspondence for urgent communication **for information only** and to receive any committee-relevant reports from councillor representatives to outside bodies.
17. 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."
18. PROPERTY MATTERS
 - i. Update on Projects
 - ii. Potential for Asset TransferTo consider a report by the Town Clerk.
19. STAFFING MATTERS
To consider the CONFIDENTIAL report by the Town Clerk.
20. COMPLAINT
To receive the CONFIDENTIAL report by the Town Clerk (to follow).

The next meeting of the Committee will be held on 9 March 2026