



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)

3 March 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 9 March 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 12 January 2026 (previously circulated, but enclosed for members of the Committee).
4. **WRITING BOX UPDATE**  
To consider the attached report, ENCL: 4110.
5. **BEST VALUE & SCRUTINY SUB-COMMITTEE**  
To receive and adopt the minutes of the meeting held on 3 March 2026 (to follow), and to consider the recommendations therein. Matters to be considered include, but are not limited to:
  - Approval of West Bay Car Boot Sale Grant Awards
  - Approval of Beach Wheelchair Scheme Servicing of the Hoist and Wheelchairs and purchase of a Hydraulic Changing Table
  - Proposed revised Standing Orders
  - Proposed revised Financial Regulations
6. **ENVIRONMENT & SOCIAL WELLBEING COMMITTEE**  
To consider any recommendations arising from the meeting of the Environment & Social Wellbeing Committee held on 4 March 2026 (to follow).
7. **MARKET & BUSINESS LIAISON WORKING GROUP**  
To receive the notes of the meeting held on 3 February 2026 (enclosed) and to consider any recommendations therein.
8. **BANK RECONCILIATION**  
To approve a formal bank reconciliation, ENCL: 4106.
9. **PAYMENT OF ACCOUNTS**  
To approve the payments list for January 2026, ENCL: 4107.
10. **SUMMARY OF INCOME AND EXPENDITURE 2025/26**  
To consider a report of the Finance & Office Manager, ENCL: 4108.
11. **EARMARKED RESERVES**  
To consider a report of the Finance & Office Manager of the levels of earmarked reserves which includes proposed changes for next year, ENCL 4111.



12. SERVICES ADMINISTERED BY THE TOWN SURVEYOR AND PROPERTY MANAGER  
Town Clerk and Property Manager to report on projects, ENCL: 4109, and to agree any actions arising.
13. CAR PARKS ENFORCEMENT  
To consider the attached report: ENCL: 4112.
14. COMMUNICATIONS  
To receive any correspondence for urgent communication, and to receive any committee-relevant reports from councillor representatives to outside bodies.
15. 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.
16. END OF YEAR DEBTORS  
To consider a confidential report of the Finance & Office Manager, ENCL 4113
17. CONSIDERATION OF ADVICE FROM MULBERRY LOCAL AUTHORITY SERVICES  
To consider a confidential report of the Finance & Office Manager, ENCL 4114.
18. INTERNAL AUDITOR 2026-2027  
To consider the renewal of the internal audit services provided by Mulberry Local Authority Services ENCL: 4115.
19. STAFFING MATTERS  
To consider a confidential report of the Town Clerk and agree any actions arising (to follow).
20. PROPERTY MATTERS  
To consider a confidential report on the WI Hall (to follow).

**The next meeting of the Committee will be held on 8 June 2026**