BRIDPORT TOWN COUNCIL

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Town Clerk

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To: Members of the Finance and General Purposes Committee - Cllrs: Jonathan Bourbon, Rob Casey, Andrew Holdridge, Anna Killick, Ann Langridge, Anne Rickard, Sarah Williams and David Worthington

(Copy to other Town Council Members)

3 November 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 November 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 and to consider the reasons given.

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 14 September 2026 (previously circulated, but enclosed for members of the Committee).

4. ENVIRONMENT & SOCIAL WELLBEING COMMITTEE
To consider any recommendations arising from the meeting of 4th November 2026 (to follow), and to consider the recommendations therein.

5. MARKET & BUSINESS LIAISON WORKING GROUP
To receive the notes of the meeting held on 13 October 2026 (to follow) and to consider any recommendations therein.

6. INCOME AND EXPENDITURE 2026/27
To receive the Income and Expenditure Report for Quarter Two 2026/27. Up to 31st August 2026 enclosed and up to 30th September 2026 to follow, ENCL: 4182.

7. PAYMENT OF ACCOUNTS
To approve the payments list for 1st July 2026 to 30th September 2026. Up to 31st August 2026 enclosed and up to 30th September 2026 to follow, ENCL: 4183.

8. BANK RECONCILIATION
To approve and sign the Bank Reconciliation. Up to 31st August 2026 enclosed and up to 30th September 2026 to follow, ENCL: 4184.

9. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN
To consider the External Auditor's report, ENCL: 4185.

11. INTERNAL AUDIT REPORT
To consider the report from Mulberry Local Authority Services Ltd, and note the comments, ENCL: 4186.

12. INDEPENDENCE OF THE INTERNAL AUDITOR
To review the personal, financial and professional independence of the Internal Auditor, Mulberry Local Authority Services Ltd.

13. FINANCIAL REGULATIONS
To consider an update to Financial Regulations Section 9 relating to officers holding a Debit Card, ENCL: 4187.

14. SERVICES ADMINISTERED BY THE TOWN SURVEYOR AND PROPERTY MANAGER
Town Surveyor and Property Manager to report on projects, ENCL: 4188, and to agree any actions arising.

15. BUDGET PLANNING
To consider a report of the Town Clerk, ENCL: 4189

16. BRIDPORT TOWN COUNCIL GRANTS POLICY
To consider approval of the revised Grants policy, ENCL: 4190

17. BRIDPORT TOWN COUNCIL MEDIA AND COMMUNICATIONS POLICY
To consider approval of the revised Media and Communications Policy, ENCL: 4191

18. COMMUNICATIONS
To receive any correspondence for urgent communication, and to receive any committee-relevant reports from councillor representatives to outside bodies.

19. 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.

20. STAFFING MATTERS
To consider a confidential report of the Town Clerk (circulated to committee Councillors only).

The next meeting of the Committee will be held 11 January 2027