

**Will Austin
Town Clerk**

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To Members of the Best Value and Scrutiny
Sub Committee: Cllrs: Jonathan Bourbon,
Sarah Carney, Andrew Holdridge, Anna
Killick, Ann Langridge, Paddy Mooney, Anne
Rickard, Dave Rickard and Steve Williams.

(Copy for information to other Members of
the Town Council)

29 May 2024

Dear Town Councillor,

You are summoned to a meeting of the Best Value and Scrutiny
Sub-Committee to be held at **Mountfield, Rax Lane, Bridport
DT6 3JP** on **Tuesday 4 June 2024 at 11.00am** when it is
proposed to transact the following business. 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

1. **ELECTION OF CHAIRMAN**
To elect a Chairman of the Sub Committee for the ensuing
Municipal Year 2024/2025.

PUBLIC FORUM

Prior to the remainder of the Sub 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 in respect of items on the agenda.

2. APOLOGIES
To receive apologies for absence submitted by members.
3. DECLARATIONS OF INTEREST
To receive any declarations of interest submitted by members.
4. MINUTES
To confirm the minutes of the meeting of the Sub-Committee held on 5 March 2024 ([copy enclosed](#)).
5. INTERNAL AUDIT AND ANNUAL ACCOUNTS 2023/24
To consider and approve a report of the Internal Auditor, [ENCL: 3904](#), following a visit on 20 May 2024, and to recommend the annual accounts, [ENCL: 3905](#), for approval.
6. ANNUAL REPORT
To consider the Town Council's draft Annual Report, [ENCL: 3906](#).
7. COMMUNITY ENGAGEMENT TASK AND FINISH GROUP
To receive the notes of the Community Engagement Task and Finish Group (enclosed), and to agree its future membership.

A reminder that the remit of the group is "to develop effective and ongoing communications via traditional and electronic means to keep residents, councillors, other organisations, and the general public informed of, and participating and engaged in, council matters and decisions."
8. GRANTS 2024/25 AND SLA REVIEWS
Town Clerk to report on the timetable and process.
9. INSURANCE RENEWAL
Town Clerk to report on arrangements for the annual renewal of the Town Council's insurance policy.
10. FUTURE REPORTS
To agree any reports to be submitted to future meetings.

**The next meeting of this Sub Committee will be held on
3 September 2024**