

Minutes of the ANNUAL MEETING of the **BRIDPORT TOWN COUNCIL** held in the Salt House, West Bay on Monday 20 May 2024 at 7.00pm.

PRESENT Cllr Anne Rickard (in the Chair for item 1)

Cllrs	Nigel Amor	Anna Killick
	Ian Bark	Ann Langridge
	Bridget Bolwell	Patrick Mooney
	Dave Bolwell	Nigel Rawlings
	Jonathan Bourbon	Dave Rickard
	Sarah Carney	Bev Thornton
	Robert Casey	Sarah Williams
	Kelvin Clayton	Steve Williams
	Andrew Holdridge	David Worthington

ALSO PRESENT Will Austin (Town Clerk), Paul Fuszard (Finance & Office Manager), Terri Foxwell (TIC Manager), Sandy Goldsmith (Ward Clerk and Jo Hughes (Ward Clerk).

1. ELECTION OF TOWN MAYOR (CHAIRMAN OF THE COUNCIL)

It was moved by Cllr Sarah Williams, seconded by Cllr Paddy Mooney and,:

RESOLVED: that Cllr Anne Rickard be elected Town Mayor and Chairman of the Council for the ensuing municipal year 2024/2025.

Cllr Anne Rickard signed the declaration of acceptance of office, received the chain of office, offered thanks for her election, and assumed the chair.

2. ELECTION OF DEPUTY TOWN MAYOR (VICE CHAIRMAN OF THE COUNCIL)

It was moved by Cllr Anne Rickard, seconded by Cllr Ian Bark and:

RESOLVED: that Cllr Nigel Rawlings be elected Deputy Town Mayor and Vice Chairman of the Council for the ensuing municipal year 2024/2025.

Cllr Nigel Rawlings signed the declaration of acceptance of office, and offered thanks for his election.

3. COUNCILLOR DECLARATIONS OF ACCEPTANCE OF OFFICE

The Town Clerk reported that all had been signed.

RESOLVED: That the councillor declarations of acceptance of office be received.

4. APOLOGIES

Apologies for absence were received from Cllr Julian Jones and Daryl Chambers, Town Surveyor.

5. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

6. **ELECTION OF LEADER OF THE TOWN COUNCIL**

It was moved by Cllr Dave Bolwell, seconded by Cllr Nigel Rawlings and:

RESOLVED: that Cllr Ian Bark be elected Leader of the Council for the ensuing municipal year 2024/2025.

Cllr Ian Bark signed the declaration of acceptance of office and offered thanks for his election.

7. **MINUTES**

RESOLVED: that the minutes of the meeting held on 26 March 2024 be confirmed as a correct record, and be signed by the Town Mayor.

8. **COMMITTEES**

(a) PLANNING COMMITTEE

The minutes of the meeting of the Planning Committee held on 22 April 2024 were presented by the Committee Chairman, Dave Bolwell.

RESOLVED: that the minutes of the meeting of the Planning Committee on 22 April 2024 be received and adopted.

9. **APPOINTMENT OF COMMITTEES, SUB COMMITTEES, WORKING GROUPS AND DELEGATION OF FUNCTIONS FOR 2024/25**

Consideration was given to the establishment of the committees, sub committees and working groups for the ensuing municipal year 2024/25, their terms of reference and delegations as set out in the Town Council's constitution, ENCL: 3899.

RESOLVED: that the committees, sub committees and working groups be established for 2024/25, with the terms of reference and delegations, including the delegations to the Town Clerk, as set out in the Appendix to the report.

10. **ELECTION OF COMMITTEE, SUB COMMITTEE, AND STANDING WORKING GROUP MEMBERS 2024/25**

The proposed memberships had been circulated to all members, prior to the meeting, ENCL: 3900.

RESOLVED: that the membership of committees, sub committees and working groups for the municipal year 2024/25 be approved as set out at Appendix 1 to these minutes.

RESOLVED: that a review of Standing Orders should consider designating the responsibility for membership of the Market & Business Liaison Working Group to the Finance & General Purposes Committee.

11. APPOINTMENT OF NEW MEMBER-LEVEL BODIES

Consideration was given to the appointment of any new committees or working groups, in accordance with Standing Order 3, ENCL: 3901. The report included discussion of a possible change such that the Environment & Social Wellbeing Committee be divided into two constituent committees, and the arrangements for ward-level member bodies.

Members discussed:

- The benefits and disadvantages of dividing Environment & Social Wellbeing Committee into two;
- The relative merits of ward groupings being working groups, sub-committees, or committees;
- The advantages and disadvantages a proposal to combine the business of the Bothenhampton & Walditch, and West Bay wards into a single member body;
- The use of virtual meetings, noting that this would not legally constitute member attendance at a committee or sub-committee;
- A preference for development of ward-based approaches within the ward groups rather than at Full Council or an existing standing committee; and
- The naming convention should the ward bodies be working groups.

RESOLVED: that a working group be established for each of the five council wards, reporting to Full Council, with the membership comprising ward members.

RESOLVED: that the ward working group arrangements be incorporated into a review of Standing Orders and the Scheme of Delegation.

12. STANDING ORDERS AND FINANCIAL REGULATIONS

The Town Clerk reported that these documents were circulated with councillors' induction packs. A full review of both would be needed during the year, but pending that, he sought approval to continue using the current versions. There was no suggestion from the auditors that they were not fit for purpose, but both needed to be updated, to accord with the model versions published by NALC. The Clerk recommended that members confirm as per the agenda.

RESOLVED: that the Council's existing Standing Orders and Financial Regulations shall apply for the municipal year 2024-25 unless otherwise reviewed by the council.

13. GENERAL POWER OF COMPETENCE

Consideration was given to a report of the Town Clerk, ENCL: 3902.

RESOLVED: : that the Council has met the eligibility criteria to use the General Power of Competence as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

14. MEETINGS CALENDAR 2024/25

RESOLVED: that the calendar of meetings for 2024/25 be confirmed as circulated with the agenda.

15. **MAYOR MAKING**

The Town Clerk confirmed that the formal mayor making ceremony will be held in the Town Hall on Thursday 27 June 2024 at 6.30pm.

16. **ANNOUNCEMENTS AND PUBLIC FORUM TOPIC**

The Town Mayor reported his list of engagements, ENCL: 3903.

RESOLVED: that the topic for the June Public Forum will be the Community Kitchen.

The meeting closed at **8.40pm**

The next meeting of Bridport Town Council will be held on 25 June 2024. The Annual Mayor Making will be held on 27 June 2024.

Membership of Committees, Sub-Committees and Standing Working Groups for the Municipal Year 2024/25

	Nigel Amor	Ian Bark	Bridget Bolwell	Dave Bolwell	Jonathan Bourbon	Andrew Holdridge	Ann Langridge	Paddy Mooney	Nigel Rawlings	Anne Rickard	Dave Rickard	Bev Thornton	Sarah Williams	Steve Williams	David Worthington	Lib Dem Total	Rob Casey	Kelvin Clayton	Julian Jones	Green Total	Anna Killick	Lab Total	Sarah Carney	Ind Total	Total
MAIN COMMITTEES																									
F&GP (9)	●	L				●	●	●	●	●			●			7	●			1	●	1		0	9
Plans (9)	●	●			●			●		●					●	6		●		1	●	1	●	1	9
Environment (9)		L	●		●					●	●	●		●	●	7		●	●	2		0		0	9
Communities Trust Mgmt (3)		L			●								●			2				0		0	●	1	3
JOINT COMMITTEE																									
NPJCC (5)				●	●	●		●								4		●		1		0		0	5
SUB COMMITTEES																									
Staffing Appeals (3)		L		●						●			●			3				0		0		0	3
Best Value (9)		L			●	●	●	●		●	●			●		7				0	●	1	●	1	9
WORKING GROUPS																									
Market & Business (5)		●					●		●				●			4				0		0	●	1	5
Town Centre (2 + reserve)		L							●				●			2			R	0+R	R	R		0	2+R
Total																42				5+R		3+R		4	54+2R

Party	Seats Available	Seats Taken
Lib Dem	40.5	42
Green	8.1	5
Lab	2.7	3
Ind	2.7	4
Total	54	53

R = Reserve member

L = Leader will attend ex officio so is not included in the membership total