

PORTLAND TOWN COUNCIL

Council Offices
Fortuneswell
PORTLAND
Dorset
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9th April 2014

Dear Councillor

You are hereby summoned to attend the **MEETING** of **PORTLAND TOWN COUNCIL**, to be held at **THE COUNCIL OFFICES, FORTUNESWELL, PORTLAND**, on **WEDNESDAY, 16TH APRIL 2014**, commencing at approximately 7.00 pm when the business set out below will be transacted.

The meeting will be preceded at 6.30 pm with a presentation on the work of the Dorset Police & Crime Commissioner by Mr Dan Steadman, Chief Executive of the Commissioner's Office.

Please be aware of this if you arrive after 6.30 pm.

Yours faithfully

Ian Looker
Town Clerk

A G E N D A

- 1. Prayers**
- 2. Apologies for Absence**
- 3. Declarations of Interest** – to receive any declarations from Councillors or Officers of personal or prejudicial interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests.
- 4. Open Forum**
 - a) Police Question Time
 - b) Public Half-Hour
 - c) Reports from Borough and County Councillors
- 5. Minutes of the Town Council Meeting Held on 19th March 2014** (attached)
- 6. Minute Update and Matters Arising from the Meeting**
- 7. Town Mayor's Announcements**
- 8. Written Questions for the Mayor**
- 9. Human Resources and IT Group Meeting, 2nd April 2014**
– to consider the following:-
RECOMMENDED – that the Council buy a new desktop to replace the existing Windows XP computer for up to £500 plus the cost of basic Office software, Cllr. Matthews and the Clerk to agree the choice of machine. Further that the Council make an annual budget provision for IT equipment.
- 10. Neighbourhood Plan Management Group Meeting, 9th April 2014** – to receive a brief report and consider the following:-
 - a) recommended co-option to Management Group
 - b) individual membership of Working Group
- 11. Financial Matters**
 - a) Payments for Authorisation (to follow)
 - b) 2013/14 Financial Report to 31st March 2014 (attached)

12. **Co-option of Councillor** – to co-opt a new Councillor for Tophill West Ward (separate confidential attachment to follow)
13. **Recording Meetings** – to consider the following motion from Cllr. Reynolds:-
“that the Council investigate the feasibility of recording its meetings to prevent situations arising where contentious alterations to minutes are requested.”
14. **Appointment of Town Mayor, 2014/15** – to consider the following motion from Cllrs. Reynolds, Ames, Nowak and Matthews:-
“In the light of the Council decision to nominate Cllr. Tim Munro to be Mayor 2014/15 and the following public outcry we wish to review this decision and thereby move that the decision be rescinded under Standing Order 36.”
15. **Recording of Votes Cast in Council Decisions** – to consider a request (see attached)
16. **Transfer of Council Responsibilities** – to consider the transfer of the following parish level responsibilities from Weymouth & Portland Borough Council to the Town Council:
(a) allotments, (b) war memorials (see attached)
17. **Reports from Representatives to Outside Bodies and Voluntary Posts**
DAPTC Central Area Meetings and Chief Executive’s Report (see attached)
18. **Portland Fair** – to receive a report on the meeting of 7th April 2014
19. **Mayor’s Charities** – to consider a request from Cllr. Ames for a Council donation because of the cancelled Valentine’s Evening charity event
20. **Exclusion of Press & Public**
“That pursuant to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for Agenda Item(s)... by reason of the confidential nature of the business to be transacted.”

21. Date of Next Meeting

The next scheduled meeting of the Council is due to take place on Wednesday, 14th May 2014, starting at 7.00 pm.