

PORTLAND TOWN COUNCIL

Council Offices
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PORTLAND
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12th March 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, 19TH MARCH 2014**, commencing at 7.00 pm when the business set out below will be transacted.

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 Meetings Held on 18th and 19th February 2014** (attached)
6. **Matters Arising from the Minutes of the Meetings Held on 18th and 19th February 2014**
7. **Town Mayor's Announcements**
8. **Written Questions for the Mayor**
9. **Marine & Environment Partnership Meeting, 5th March 2014** – to consider the following:-
 - a) **Minute 988 – Dorset Quarries Liaison Committee RECOMMENDED** – that the representatives of the Town Council on the Committee should report back to the Council through this Partnership.
 - b) **Minute 991 – Tourist Information Centre RECOMMENDED** – that the Council supports the proposal for a Tourist Information Centre at the Heights Hotel and proposes that the current Tourist Information Points should carry information and leaflets about local attractions, which currently they do not.
10. **Financial Matters**
 - a) Payments for Authorisation (to follow)
 - b) 2013/14 Financial Report to 28th February 2014 (attached)

- 11. Motion of No Confidence** – to consider the following motion from Cllr. Bradley:-
“The Town Council regrets that the recent conduct of Cllr. Tim Munro and Cllr. Richard Denton-White regarding the large increase in the precept has brought disrespect on the Isle and Royal Manor of Portland and its Town Council. The Council therefore believes that both should resign forthwith as it has no confidence in either Councillor.”
- 12. Town Mayor and Deputy Mayor, 2014/15** – to receive nominations and vote upon them (see attached)
- 13. Press Officer** – to consider the following motion from Cllr. Denton-White:-
“In the light of the lessons learnt on agreeing a precept level and ensuring that the Portland public are properly informed and consulted, that Portland Town Council appoint a Press Officer forthwith to draft regular press releases to the local media and to ensure that the public are kept up to date with Town Council initiatives. The Press Officer will be the regular point of reference for all media enquiries. The Press / Media are to be informed immediately of this appointment.”
- 14. Review of Council Structures** – in accordance with decisions taken at the Town Council meeting of 18th February 2014 to confirm the alteration of Standing Order 46 as follows:-

 - a) The Council shall determine the quorum for a meeting of a Committee and a Sub-Committee, which shall be no less than three.
 - b) Membership of the Planning & Highways Advisory Committee shall comprise all members of the Council and the quorum shall be three members.
 - c) Membership of the Marine & Environment Partnership shall comprise all members of the Council plus the extra invited representatives and the quorum shall be four Council members.
- 15. Appointment of Internal Auditor** – to receive an update

16. **Council Website** – to receive an update on progress and to consider a recommendation to add a gallery
17. **Neighbourhood Plan Working Group** – to receive any details to hand of members of the Working Group and approve their membership officially
18. **Data Protection** – to consider the adoption of a draft data protection policy (attached)
19. **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.”
20. **Date of Next Meeting**
The next scheduled meeting of the Council is due to take place on Wednesday, 16th April 2014, starting at 7.00 pm.