

**CHRISTCHURCH TOWN COUNCIL**

**FULL COUNCIL**

Minutes of the Meeting held on 22 November 2019 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Cllr Mrs L Dedman – Mayor

Present: Cllr J Abbott, Cllr Mrs F Cox, Cllr S Fotheringham, Cllr C A Gardiner, Cllr P Hilliard, Cllr G R Jarvis, Cllr D C Jones, Cllr T Lane, Cllr S J McCormack, Cllr F F T Neale, Cllr G E E Polson, Cllr Mrs S Spittle and Cllr M J Tarling.

Apologies: Hon Freeman Cllr C R Bungey, Cllr Mrs S Bungey, Cllr A E Coulton and Cllr W Grace.

Officers Daniel Lucas, Town Clerk

Present:

**141. Prayers**

The Mayor's Chaplain, the Reverend Canon Charles Stewart opened the proceedings with prayers.

**142. Declarations of Interest**

There were no declarations of interest on this occasion.

**143. Minutes of Previous Meeting**

The minutes of the meeting held on 20 September 2019 were agreed and signed as an accurate record.

**144. Announcements**

**1. The Mayor**

The Mayor announced that, since the last meeting of the council, she had been privileged to attend some wonderful engagements.

The full schedule of events had been circulated to each Member, a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

**2. The Town Clerk**

There were no announcements from the Town Clerk.

- 3. Cllr Sue Spittle** – With leave of the Mayor updated Members about her attendance at the Christchurch BID meetings and that a consultant had now been appointed and confirmed the timetable regarding the referendum which is projected to be held in the summer of 2020.

**145. Public Participation**

The Mayor reported that no Members of the Public had been registered to speak in accordance with the Council's Standing orders.

**146. Public Questions**

The Mayor reported that no questions had been submitted to the Town Clerk in accordance with the Council's Standing Orders.

**147. Questions from Councillors**

The Mayor reported that no questions had been submitted to the Town Clerk in accordance with the Council's Standing Orders.

**Cllr David Jones** – With leave of the Mayor asked about the civic timetable for the appointment and selection of the 2020/2021 Deputy Mayor given that the old Christchurch Borough Council would at this time be working towards the appointment to this office.

**The Town Clerk** – Thanked Cllr Jones for his timely query and that the Civic Working Group had considered this and that the policy in the old Christchurch Borough Council Civic Handbook was being looked at concurrently with the timing of Full Council. Secondly, that an announcement about the selection of the Deputy Mayor would be made imminently and that this had indeed not been overlooked.

**148. Verbal Reports from Partner Organisations**

There were no verbal reports from Partner Organisations on this occasion.

**149. Committee Minutes**

The Committee Minutes for the last cycle of meetings were received as follows:

### **Planning Committee 1 October 2019**

The Minutes of the meeting held on 1 October 2019 were received and approved.

The recommendation arising from the meeting was then considered and approved:

Minute No. 109. Appointment of Dorset Planning Consultant Ltd Relating to Initiation of Neighbourhood Plan.

Voting: Unanimous

### **Resources Committee, 8 October 2019**

The Minutes of the meeting held on 8 October 2019 were received and approved.

Voting: Unanimous

### **Community Committee, 29 October 2019**

The Minutes of the meeting held on 29 October 2019 were received and approved.

Voting: Unanimous

### **Resources Committee, 5 November 2019**

The Minutes of the meeting held on 5 November 2019 were received and approved.

The recommendation arising from the meeting of was then considered and noted:

Minute No. 134. Draft Budget Report

Voting: Unanimous

### **Planning Committee, 12 November 2019**

The Minutes of the meeting held on 12 November 2019 were received and following updates to the minutes to be amended at the next meeting of the Planning Committee were approved.

Voting: Unanimous

**150. Lone Working Policy**

A report was submitted, a copy of which had been circulated to each member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Members were asked to consider the report to adopt of the Lone Working Policy and accompanying risk assessment.

**Cllr Tom Lane** enquired about car insurance and the requirement to inform an officers' insurance company about business use of a vehicle.

The Town Clerk advised this should ordinarily be declared by an officer as it may render any claims whilst commuting as excluded if its failed to be declared at policy inception. The Town Clerk advised that this was more of a "job description" employment contractual matter.

**Cllr Michael Cox** disagreed with the assessment of "High Risk" being attributed to the use of public transport by officers to commute/attend business meetings of the Council.

The Town Clerk advised this was a fair comment and acknowledged his own personal experiences of using public transport. The Town Clerk agreed to re-visit this item of risk and to reduce it to "Medium" in the schedule.

**RESOLVED that the Lone Working Policy and risk assessment be adopted as set out in appendix '1' and '2'.**

Voting: Unanimous.

**151. Druitt Gardens – Geophysical Survey (Part 2)**

A report was submitted, a copy of which had been circulated to each member and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book.

Members were asked to consider the request to conduct a geophysical survey of Druitt Gardens and whether to delegate to the Town Clerk the function of preparing the licence and funding of the survey.

**Cllr Fred Neale** provided amplified the report of the Town Clerk and remarked that he had helped in the most recent survey; that no digging was involved; that all matters of due-diligence had been observed by The

Christchurch Antiquarians and that the day was both personally interesting and seemed also to attract public interest,

**RESOLVED that the Town Council:**

- a) **Agreed to grant a licence for the proposed further survey;**
- b) **Delegate to the Town Clerk all necessary actions to complete the licence and funding of the survey; and**
- c) **The Town Clerk reports any finding to the Community Committee of the Survey.**

Voting: Unanimous

**152 Other Business** – The Reverend Canon Charles Steward with leave of the Mayor given this was the last Full Council meeting of the calendar year before Christmas.

**The Reverend** – Expressed sadness about having learned that the “Carols with the Mayor” event had been cancelled by BCP Council without consultation with the Priory or the Town Council. He explained that this event had previously been run by Ms Stella Smith but had unfortunately been unable to continue with the organisation and facilitation. The Reverend explained that the first rehearsal for the successor event took place last night with approximately 50-55 singers and that the Priory in dialogue with the Town Council were looking to hold the event on Thursday the 19<sup>th</sup> December 2019.

**Cllr Spittle** – Asked whether and when tickets would be on sale.

**The Reverend** – Explained that the event would not be ticketed and would be on a first-come-first-served basis and anticipated that hopefully it would be well attended.

The meeting ended at 6:50pm

CHAIRMAN