

**CHRISTCHURCH TOWN COUNCIL**

**FULL COUNCIL**

Minutes of the Meeting held on 17 January 2019 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Cllr Mrs L Dedman – Mayor

Cllr Mrs S Bungey – Deputy Mayor

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

Apologies: Cllr G E E Polson.

Officers Cllr Daniel Lucas, Town Clerk

Present: Susan Roxby, Administrative Support Officer

**182. Prayers**

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

**183. Declarations of Interest**

Cllr Spittle declared a non-pecuniary interest in minute number 194 as she had purchased a beach hut 100 yards next to the planning application 8/19/1296/FUL to form terrace at first floor level at Avon Beach Café, Avon Beach, Mundeford and therefore had a beneficial interest and left the room during the discussion and voting thereon.

**184. Minutes of Previous Meeting**

The minutes of the meeting held on 22 November 2019 were agreed and signed as an accurate record.

## Announcements

### 1. The Mayor

The Mayor announced that, since the last meeting of the council, she had been privileged to attend some wonderful engagements, highlighting the Avon View's Christmas Fayre and the Seniors' Annual Fish and Chip Supper.

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

The Town Clerk advised that Christchurch Sailing Club has been nominated as a regional finalist for the Sailing Club of the year and that a poster had been included on the Council's website seeking votes in support.

The Town clerk further advised that a former Christchurch Borough Council officer, Ashley Harman who had been a dedicated and committed officer had sadly passed away this week.

## 185. Public Participation

Mrs Maureen King provided the committee with an updated statement regarding the Ducking Stool Boardwalk by Mill Stream in Christchurch, a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Mrs King asked whether the Town Council would support the proposal for BCP Council to adopt the boardwalk.

Following comprehensive debate, the Mayor advised that this issue was being considered by BCP Council's Cabinet and that Members could write separately to BCP Chief Executive putting their case forward in support or otherwise.

**RESOLVED that Members write separately to BCP Chief Executive putting their case forward in support or otherwise.**

Voting: 11: O (7 abstentions)

## 186. Public Questions

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

### **187. Questions /Motions from Councillors**

The Mayor reported that Cllr Mrs Sue Bungey had submitted a motion to the Town Clerk in accordance with the Council's Standing Orders.

Cllr Mrs S Bungey expressed concerns regarding events that could be lost in Christchurch due to onerous Event Application Forms.

Cllr Mrs S Bungey proposed the following motion which was seconded by Cllr D Jones:

- a) Delegate to the Town Clerk write to BCP Council's Chief Executive, Leader and Portfolio Holders raising concerns by Christchurch residents and seeking clarification of BCP Council's Events Policy; and
- b) Delegate to a Councillor to register to speak at a meeting of BCP Full Council meeting and represent the Town Council to ask a question regarding BCP Council's Events Policy.

Voting: unanimous

### **188. Verbal Reports from Partner Organisations**

There were the following verbal reports from Partner Organisations on this occasion.

Cllr Hillard advised Members that BCP Council had committed £100,000 this year to the Red House Museum in Christchurch which was owned by Hampshire County Council.

Cllr Spittle advised Members that the Christchurch BID was moving forward with a survey on their web site.

### **189. Committee Minutes**

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

#### **Planning Committee 3 December 2019**

The Minutes of the meeting held on 3 December 2019 were received and approved.

Voting: Unanimous

**Resources Committee, 10 December 2019**

The Minutes of the meeting held on 10 Dec 2019 were received and approved subject to Cllr F Neale being added to also in attendance.

Voting: unanimous

**Community Committee, 18 December 2019**

The recommendations arising from the meeting of the Resources Committee held on 10 December 2019 was then considered and approved:

Social Media Creation and Policy Minute No. 171

Voting: 17: 1

Meritorious Awards Consideration (Exempt) Minute No. 173

Voting: Unanimous

**Resources Committee, 14 January 2019**

The Minutes of the meeting held on 14 January 2019 were received and approved.

Voting: Unanimous

**190. Deputy Mayor Elect - 2020/21**

The Mayor announced the nomination of Councillor A E Coulton as Deputy Mayor for 2020/21 and subsequently Mayor in 2021/22.

The current Deputy Mayor, Councillor Mrs S Bungey, will become the Mayor-Designate for 2020/21.

**RESOLVED that Cllr A E Coulton be appointed as Deputy Mayor for 2020/21.**

Voting: unanimous

**191. Schedule of Meetings – Remainder of 2019/2020 and the new Civic Year of 2020/2021**

The schedule of meetings for the remainder of 2019/2020 and 2020/2021 Civic Years 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 requested that all meetings be added to Councillors' outlook calendars.

Members questioned the costs of holding meetings at the Civic offices and the Town Clerk advised that as a BCP Officer was in attendance and serviced the locking up of the building, that the cost was £15 per hour.

Members questioned if car parking costs would be waived for Town Councillors when attending meetings at the Civic Offices and the Town clerk advised that this had not been negotiated.

Members thanked the Town Clerk and Administration Assistant for all their work.

**RESOLVED that the report be noted.**

**192. Budget and Precept Setting 2020/2021**

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

The Chairman of Resources Committee provided an overview of the Budget and Precept Setting for 2020/2021.

Members noted that the precept figure for Christchurch Town Council was one of the lowest in the area.

**RESOLVED that the attached revenue budgets and precept for 2020/2021 be approved.**

Voting: unanimous

**193. Internal Audit – Auditor Appointment**

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

The Town Clerk advised that an internal audit was required by law. Highcliffe and Walk Parish Council had recommended the 'Do the Numbers Ltd' Auditors at a cost of £850.

Members considered that the costs were very competitive although one member felt that this cost was too little and questioned whether an internal audit was required and whether it was necessary and if a Councillor could act as an internal auditor.

The Town Clerk advised that the Governance and Accountability of Smaller Councils set out that an independent auditor was required who did not have decision making authority within the council and as such a Councillor could not be an internal auditor.

The Town Clerk informed Members that the fees were set by the of Smaller Authorities Accounts code which dictated the costs for internal audits and that an effective and internal audit was required by law.

**RESOLVED that 'Do the Numbers Ltd' be appointed as the Council's internal auditor for 2019/2020.**

Cllr S J McCormack and Cllr P Hilliard left the meeting at 8.10pm

Voting: 15:3

#### **194. Planning Application**

Members were requested to consider Planning Application: [8/19/1296/FUL](#) to form terrace at first floor level. At Avon Beach Café, Avon Beach, Mundeford. BH23 4AN.

Some Members felt that they could not support this planning application as noise and traffic issues would be increased and especially late at night.

Other members felt that it was good to provide a restaurant in Christchurch and that noise would not be a problem.

**RESOLVED that objection raised due to the noise generated to the detriment of the neighbours re policies HE2 and 127 of the Christchurch and East Dorset Local Plan.**

Voting: 9 : 5 (1 Abstention)

Cllr Spittle declared a non-pecuniary interest in this item as she had purchased a beach hut 100 yards next to the planning application and therefore had a beneficial interest and left the room during the discuss and voting thereon.

Cllr S J McCormack and Cllr P Hilliard re-joined the meeting at 8.43pm.

### **195. Publication Scheme**

The Town Clerk submitted a report, a copy of which had been circulated to each member and a copy of which appears as Appendix 'F' to these Minutes in the Minute Book.

Cllr S Fotheringham left the meeting at 8.45pm.

The Town Clerk provided Members with an overview of the Publication Scheme.

**RESOLVED that the Publication Scheme be adopted.**

Voting: unanimous

### **196. Resident's Survey Results**

The Town Clerk submitted a report, a copy of which had been circulated to each member and a copy of which appears as Appendix 'G' to these Minutes in the Minute Book.

**RESOLVED that the report be noted.**

Voting: unanimous

### **197. Exempt Business**

**RESOLVED to exclude the press and public pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the following matters relating to the business and contractual affairs still subject to negotiation of this authority and another; matters pertaining to the prevention and detection of crime and personal information of an individual.**

Voting: unanimous

Members resolved that the Full Council committee meeting continue after 9.00pm.

Voting: unanimous

### **198. Request to allow access onto Council property.**

Members considered the request to allow access onto Council property.

Voting: unanimous

**199. Service Level Agreement – Grounds Maintenance/Events Management**

The Town Clerk provided a verbal update to Members on the Service Level Agreement.

Voting: unanimous

**200. Meritorious Award Proposal**

Members considered a nomination by Cllr A Coulton for an individual to be granted a Meritorious Award by the Council.

Voting: unanimous

The meeting ended at 9.14.pm

CHAIRMAN