

CHRISTCHURCH TOWN COUNCIL

FULL COUNCIL

Minutes of the Meeting held on 13 July 2020 at 6.00pm via Zoom conferencing facilities

Present:-

Cllr Mrs L Dedman – Mayor

Cllr Mrs S Bungey – Deputy Mayor

Present: Cllr J Abbott, Cllr A E Coulton, Cllr Mrs F Cox, Cllr M 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 and Cllr Mrs S Spittle.

Apologies: Cllr W Grace

Officers Present: Cllr Daniel Lucas, Town Clerk
Susan Roxby, Administrative Support Officer

Members of the Public present: 8

Members of the Press present: None present.

38. **Prayers**

The Mayor opened the proceedings with prayers.

39. **Declarations of Interest**

Cllr Mrs Bungey and Cllr Mrs Spittle declared non-pecuniary interests in relation to Minutes Nos. 55-56 (Co-Option of Town Councillor and Acceptance of Office) as they knew some of the applicants, and remained present for the discussion and voting thereon.

Cllr Jones declare a non-pecuniary interest in relation to Minute Nos. 55-56 (Co-Option of Town Councillor and Acceptance of Office) as he knew one of the applicants and took no part in the application process and voting until that candidate was eliminated.

Cllr Neale declared a non-pecuniary interest in relation to Minute Nos. 55-56 (Co-Option of Town Councillor and Acceptance of Office) as he was aware of some of the applicants through Council business, and remained present for the discussion and voting thereon.

40. Minutes of Previous Meeting

The minutes of the meeting held on 26 May 2020 were agreed and signed as an accurate record subject to the attendance record amended to read Cllr M Cox.

Announcements

The Mayor

The Mayor announced that due to the coronavirus restrictions that no events had been held since the last full Council meeting.

The Town Clerk

The Town Clerk updated Members that the Council's play parks had now opened up in accordance with social distancing.

41. Public Participation

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

42. Public Questions

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

43. Questions from Councillors

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

44. Verbal Reports from Partner Organisations

Cllr Hilliard updated members that the Red House Museum had opened up last week.

45. Committee Minutes

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

Planning Committee, 2 June 2020

The Minutes of the meeting held on 2 June 2020 were received.

Voting: Unanimous

Resources Committee, 9 June 2020

The Minutes of the meeting held on 9 June 2020 were received.

The recommendation arising from the meeting of the Resources Committee held on 9 June 2020 was then considered and approved:

Minute No. 26 Equality and Diversity Policy

Voting: Unanimous

Planning Committee, 23 June 2020

The Minutes of the meeting held on 23 June 2020 were received.

Voting: Unanimous

Resources Committee, 7 July 2020

The Minutes of the meeting held on 7 July 2020 were received.

The recommendation arising from the meeting of the Resources Committee held on 7 July 2020 in relation to Minute No. 37 (2019/2020-Unspent Budget Virement) was then considered and was not accepted by Council.

Cllr Coulton reflected as the acting Chairman of the Resources meeting on 7 July 2020 and was concerned that only 3 Councillors would meet to decide the budget recommendations and felt that other Councillors should also be present, and that recommendations should go to full Council.

Members considered that this group was too small to make recommendations on the budget. The following motion was proposed by Cllr Hilliard and seconded by Cllr Spittle: that 10 Members put their names forward to the Town Clerk for nominations to sit on the Budget Surplus Working Group to consider all the options for the disposal of this surplus (including transfer to Reserves) and that a report be forwarded to the next full Council meeting.

RESOLVED that the Town Council:

- a) **establish a Budget Surplus Working Group of up to ten Members to consider all the options for disposal of this surplus (including transfer to Reserves) and report to the September meeting of Full Council; and**
- b) **the Town Clerk be delegated to email all councillors inviting nominations to sit on the Budget Surplus Working Group.**

Voting: unanimous

Cllr Fotheringham joined the minutes at 6.17pm.

Cllr Lane joined the meeting at 6.20pm.

46. **Update on the Ducking Stool Board Walk**

The Town Clerk reminded Members that following a lobby from the public and owners of the properties that front the boardwalk for BCP Council to adopt the boardwalk, that this council had written to BCP Council in support.

The Town Council had received a letter in reply from BCP Council acknowledging that the Ducking Stool Board Walk was in a state of disrepair and advised that they were working on a workable solution.

It remained hopeful that if the boardwalk was brought up to a good standard, then BCP Council would adopt the boardwalk.

RESOLVED that Members note the verbal report.

Voting: unanimous

47. **Neighbourhood Plan Governance**

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

Members were requested to consider the delegation of the day to day management and formulation of the Neighbourhood Plan to the Planning & Regulatory Committee and the creation of an advisory working group to advise Planning & Regulatory Committee and Full Council.

Cllr Jones proposed that recommendation (c) in the report to the Working Group's terms of reference should be amended, but following confirmation from the Town Clerk that the original terms of reference enabled the working group to make amendments, that he was content with the original officer recommendation .

RESOLVED that the Town Council:

- (a) Amends the Terms of Reference and Scheme of Delegation relating to Planning & Regulatory Committee so as to include a delegation: “13) The oversight and management of the creation of a Neighbourhood Plan and the recommendation to Full Council of the finalised plan”;**
- (b) The addition to the Terms of Reference of Planning & Regulatory Committee so as to include “Matters relating to Neighbourhood Planning under the Planning Acts, The Localism Act 2011 and associated Acts and Regulations and making recommendations to Full Council as appropriate”;**
- (c) Creates a Neighbourhood Plan advisory committee called the Neighbourhood Plan Working Group, comprising X3 elected Members of Planning & Regulatory Committee and X2 elected Members who are not part of that Committee, and up-to 7 non-elected members of the community who wish to be part of the Working Group (Working Group maximum of 12); and**
- (d) adopts the Terms of Reference of the Neighbourhood Plan Working Group as appears at Appendix B.**

Voting: unanimous

48. Outside Bodies Representation

The Town Clerk informed Members that a new Councillor representative for Christchurch Harbour Association needed to be appointed by the Council due to the sad passing of Honorary Freeman Cllr Colin Bungey.

The Town Clerk advised Members that Cllr Coulton and Cllr Neale had both expressed an interest in being considered as the Councillor Representative. Members were updated that there were two Councillor representatives for this outside body and that Cllr Lane was the second Councillor representative. Cllr Coulton stepped down from being considered and it was agreed that Cllr Neale would be the new Councillor representative.

RESOLVED that Cllr Neale be appointed as the Councillor Representative to the Christchurch Harbour Association.

Voting: unanimous

49. Recommendation from the Community Grants Working Group

The Town Clerk provided Members with a verbal report advising that 3 members were required to attend the Community Grants Working Group and that a substitute member needed to be appointed to the Working Group in case a member was not able to attend.

Cllr Jarvis had come fourth in the nominations for the appointment of the 3 members to the Community Grants Working Group and Members agreed that Cllr Jarvis should be the substitute member.

RESOLVED that Cllr Gillian Jarvis be appointed as the substitute member of the Community Grants Working Group.

Voting: unanimous

50. **Internal Audit Report**

The Internal Audit 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 Internal Audit Report.

RESOLVED that the Internal Audit Report be noted.

Voting: unanimous

51. **Annual Governance Statement 2019/2020**

The Annual Governance Statement 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.

RESOLVED that the Annual Governance Statement be approved (Section 1 of the Annual Governance and Accountability Return "AGAR") and that the Statement be signed by the Mayor and the Town Clerk of the meeting where approval was given.

Voting: unanimous

52. **Annual Accounts 2019/2020**

The Annual Accounts 2019/20 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.

Members thanked the Town Clerk for all of the undertaken in producing the accounts.

RESOLVED that:

- a) **Full Council NOTED the Income and Expenditure Account and Balance Sheet for the Council's year end position as at 31 March 2020 and the period for the exercise of public rights for inspection of the financial accounts;**

- b) **Full Council APPROVED the Annual Accounting Statements for the year ending 31 March 2020 (Section 2 of the AGAR); and the Annual Statements be signed by the Mayor of the meeting where approval was given.**

Voting: unanimous

53. To Receive Written Applications for the Office of Town Councillor – Jumpers and St Catherine's Ward.

The applicant's details for the role and co-option of a Town Councillor for Jumpers and St. Catherine's Ward had been circulated to each member and 5-minute presentations were provided to members from the following Applicants:

Mr. Tom Bell

Mr Bell thanked Members for the opportunity to be considered for the co-option to the Council and advised that he had moved into this area in April last year. He was raised in Southern Africa and had worked across four continents. He was married and had 1 son and had visited Christchurch in 2017 looking to retirement as the area had everything they needed. He moved from Australia to Christchurch in April 2019 and lived in the Jumpers and Catherines Hill area. Mr Bell had developed people development skills as a Church Leader and he wanted to be a Town Councillor to serve the community.

Ms. Vivienne Charrett

Ms Charrett informed Members that she had moved to Christchurch 18 months ago and had joined the carnival committee. She had previously served for 16 years on Aldenham Parish Council (Radlett, Hertfordshire) as both Chairman and Vice-Chairman for 2 years. This was a large Parish Council which owned a lot of land with 5 groundsmen and 5 officers at the Council and many community events had been

held. The Neighbourhood plan had been completed with the referendum due this May, but unfortunately this was not held due to the coronavirus. She had been Chairman of Radlett Festival Committee which raised £50,000. Ms Charrett welcomed the opportunity to join the Town Council and was keen to expand the social media to benefit all residents.

Ms. Carina Gordon

Ms Gordon informed Members that she had lived in Christchurch for most of her life and had a passion for the wellbeing of the town and its residents. She was 32 years old and married with 2 children. She had attended university and had experience in Adult Services dealing with people with Dementia and setting up a centre for support for carers, and also with Children's residential homes dealing with adoptions which didn't work out, and could manage and resolve conflict, which was very rewarding work. She had previously lived in Wimborne and set up an organisation called 'Bournemouth and Poole Aid', which provided help and support to refugees that had recently located to the area, organised fundraisers for the local preschool and beach cleans in Christchurch, and was also involved in collecting food shopping and delivering to vulnerable people who were shielding during the corona virus. She was passionate about the town and welcomed the opportunity to serve the local area.

Mr. Christopher Guest

Mr Guest thanked members for the opportunity to be considered for the co-option to the Council. He had been visiting Christchurch since 1977 and had wished to relocate to area and moved to Christchurch in 2011. He had undertaken teacher training and continued with consultancy work for 25 years. He was involved with fund-raising for Save the Children, RNLI, a volunteer at the Red House Museum and Stanpit Marsh Nature Reserve, and a trustee of Druitt Hall Community Association.

Mr. Andrew Harvey

Mr Harvey thanked members for the opportunity to be considered for the co-option to the Council. He was aged 55 years old with 3 children and had lived in the area since he was 8 years old. He was an Operations Director of an engineering company in Poole and had previously worked for a company which required him to attend meetings regularly in Demark. He had experience with the legal system and had previously worked for a company that had been miss sold a financial product and had been involved in claiming back monies owed and had learned a great deal of the corporate world. His interests included house renovation, he had served as a church elder and was a member of the Christchurch Christian Centre, a member of Christchurch Sailing Club, and enjoyed walking with his dogs and Sailing. Mr Holden felt he could bring to Council how important the environment was, manage

expectations of people, be direct with people using discretion, and be a good communicator for the part of community where he lived.

Mr. Mark Olden

Mr Olden informed Members that he had lived in Christchurch all his life, was married with 2 grown up Children and had attended Grange School and undertaken an apprenticeship in Christchurch. He ran a steel fabrication company in New Milton which employed 15 staff and had 25 years of experience in the construction industry in the Christchurch area. He cared passionately about Christchurch and considered that his business experience would be beneficial to the Council. He was used to deadlines and project management and the care in people. He was a great believer in the history of Christchurch and felt that the music festival was very important. Mr Olden wanted to keep Christchurch the way it was at present but considered that it was also important to improve.

Mr. Barry Sherwin

Mr Sherwin informed Members that he would like to be a councillor as he cared for Christchurch as a town and the people who live there and wished to help increase the quality of life for its residents. He knew the Christchurch area and wished to continue in the footsteps of Honorary Freeman Cllr Colin Bungey. He was a good listener and felt that small issues could become big issues which could be life changing to a constituent. He considered that the best use of public money was by aiming for community cohesion and to bring agencies and community groups together, both young and old, and including the local police. He had become a member of the Homewatch in Christchurch and helped develop a Youth PACT. He considered that communication was important in society, and that housing in local authorities was also important, and that the Town Council should communicate with BCP Council regarding housing. Mr Sherwin considered that being a Councillor was an extension to being a Christian and always there to help.

The Mayor thanked all of the applicants for their informative presentations.

- 54. RESOLVED to exclude the press and public pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the matter relating to the personal information of third parties being discussed.**

Voting: unanimous

- 55. Co-Option of Town Councillor and Acceptance of Office.**

Members discussed the merits of the applicants for the role and co-option of Town Councillor for Jumpers and St. Catherine's Ward.

Cllr Fotheringham left the meeting at 8.56pm.

Members resolved to continue the meeting after 9pm.

Voting: unanimous

Cllr Mrs Bungey and Cllr Mrs Spittle declared non-pecuniary interests in this item as they knew some of the applicants and remained present for the discussion and voting thereon.

Cllr Jones declare a non-pecuniary interest in this item as he knew one of the applicants and took no part in the application process and voting until that candidate was eliminated.

Cllr Neale declared a non-pecuniary interest in this item as he was aware of some of the applicants through Council business and remained present for the discussion and voting thereon.

56. Public Session: Co-Option of Town Councillor and Acceptance of Office.

Members agreed that their chosen candidate for the co-option of the Town Councillor for Jumpers and St. Catherine's Ward was Ms Vivienne Charrett.

RESOLVED that Ms Vivienne Charrett be formally co-opted as the Council's chosen candidate and a Town Councillor for the casual vacancy in the Jumpers and St Catherine's Ward.

Voting: unanimous

Cllr Mrs Bungey and Cllr Mrs Spittle declared non-pecuniary interests in this item as they knew some of the applicants and remained present for the discussion and voting thereon.

Cllr Jones declare a non-pecuniary interest in this item as he knew one of the applicants and took no part in the application process and voting until that candidate was eliminated.

Cllr Neale declared a non-pecuniary interest in this item as he was aware of some of the applicants through Council business and remained present for the discussion and voting thereon.

The meeting ended at 9.12pm

CHAIRMAN