



# Christchurch Town Council

Old Town Hall  
30 High Street  
Christchurch  
Dorset, BH23 1EA

## Resources Committee Agenda

**Tuesday, 4 August 2020, 6.00pm**

You are summoned to attend a meeting of the **Christchurch Town Council** to be held via Zoom conferencing facilities on **Tuesday, 4 August 2020 at 6.00pm.**

**Membership:**

**Chairman:** Cllr P Hilliard

**Vice Chairman:** Cllr A E Coulton

Cllr Mrs S Bungey

Cllr C A Gardiner

Cllr W Grace

Cllr F F T Neale

Cllr Mrs S Spittle

Cllr M J Tarling

Members of the public wishing to attend the meeting should contact the Town Clerk direct and the Zoom link and Password shall be provided.

The business to be transacted is set out overleaf

Daniel Lucas

**Town Clerk**

29 July 2020

# Agenda

**1. Apologies for Absence**

To receive apologies for absence.

**2. Declaration of Interests**

Members are reminded that any disclosable pecuniary interests must be declared including any issues which may arise through predetermination of bias.

**3. Minutes of the Previous Meeting**

To confirm as a correct record the Minutes of the meeting of the Resources Committee held on 7 July 2020 (copy attached)

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**4. Public Participation**

In accordance with the Council's Standing Orders the period of time designated for Public Participation cannot exceed 15 minutes unless directed by the Chairman of the meeting and a member of the public shall not speak for more than 5 minutes.

**5. Public Questions**

Members of the public who wish to ask a question at the meeting shall give notice to the Town Clerk of the question no later than 12 noon on the working day before the meeting is on. The question stated in the notice shall be the question asked at the meeting. The Chairman will call on those wishing to speak in turn, each questioner being allowed to speak for a maximum of 3 minutes. Those wishing to speak shall state their name and address.

**6. Town Clerk's Report**

Income/Expenditure July 2020 for information.

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**7. Appointment of Councillor of Resources Committee**

RECOMMENDATION: The Town Clerk is delegated to invite nominations for replacement Member to Resources Committee following the untimely passing of Hon. Freeman Cllr Colin Bungey. That if more than one Cllr wishes to be considered that a secret ballot is undertaken accordingly for recommendation to Full Council.

Verbal Report

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes

**CHRISTCHURCH TOWN COUNCIL**

**RESOURCES COMMITTEE**

Minutes of the Meeting held on 7 July 2020 at 6.00pm via Zoom conferencing facilities

Present:-

Vice-Chairman: Cllr A Coulton

Present: Cllr Mrs S Bungey, Cllr C A Gardiner, Cllr F F T Neale, Cllr Mrs S Spittle, Cllr M J Tarling.

Also in attendance: Cllr Carol Gardiner

Apologies: Cllr W Grace and Cllr P Hilliard.

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

Members of the Public present: None present.

Members of the Press present: None present

**32. Declarations of Interest**

There were no declarations of interest on this occasion.

**33. Minutes of Previous Meeting**

The minutes of the meeting held on 9 June 2020 were agreed and signed as an accurate record.

Voting: unanimous

**34. Public Participation**

There was no public participation on this occasion.

### **35. Public Questions**

There were no questions from the public on this occasion.

### **36. Town Clerk's Report**

An updated schedule of payments for the period 01.06.2020 to 02.07.2020 was submitted and approved and signed, 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.

The monthly accounts for the period to the end of June 2020 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.

The Town Clerk informed Members that the invoice amounting to £240 on 7 July 2020 for emergency tree works was in respect of a tree along Creedy path at Druitt Gardens and not Christchurch Quay as indicated on the spreadsheet.

#### **RESOLVED that:**

- a) the schedule of payments for the period 01.06.2020 to 02.07.2020 be approved; and**
- b) the monthly accounts for the period to the end of June 2020 be noted.**

Voting: unanimous

### **37. 2019/2020 – Unspent Budget Virement**

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 options for rolling forwards unspent budgets for the financial year 2019/2020 or re-tasked by virement.

Members questioned if BCP Council would be reimbursing the Town Council for non-cutting of grass and was advised that this was due to weed killer objections regarding climate change that the grass had not been cut so often.

The Town Clerk enquired if Members wished to earmark £50,000 to employ private contractors to undertake improvements to the town such as bin collections and street cleaning etc.

A motion was proposed by Cllr Tarling and seconded by Cllr Bungey that the Council double its Reserves figure this year from £21,500 to £43,000 to give a total of £64,500 in Reserves which would provide half of the Council's three months operating costs of £129,000 in Reserves.

A further motion was proposed by Cllr Tarling and seconded by Cllr Bungey that himself, the Chairman and Vice Chairman meet to consult with the Town Clerk to discuss the allocation of where the £151,000 underspent budget is directed.

**RECOMMENDED to Full Council that:**

- a) £43,000 be vired to reserves; and**
- b) Cllr Tarling, the Chairman and Vice Chairman in consultation with the Town Clerk meet to discuss where the £151,000 underspent budget is directed.**

Voting: unanimous

The meeting ended at 7.27pm

CHAIRMAN



**Christchurch Town Council**  
**Resources Committee – 4 August 2020**  
**Schedule of Payments for Approval**

<b>Christchurch Town Council Payments List</b>						
<b>Payments List 01.07.20 - 29.07.20</b>						
Expenditure:						
<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Supplier</b>	<b>Details</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Gross Amount</b>
20.07.20		The Payroll & Tax Accounts Ltd	Monthly Payroll	6313.22	£0.00	£6,313.22
			<b>Direct payments made:</b>	<b>£6,313.22</b>	<b>£0.00</b>	<b>£6,313.22</b>
01.07.20	TEL6525	Rejuvenate	Phone charges	£57.21	£11.44	£68.65
08.07.20	8080394112	Sharp	Print rental & copies 01/07/2020 - 30/09/2020	£168.84	£33.77	£202.61
28.07.20		Zoom	Petty Cash payment-Video Communications-on line meetings	£11.99	£2.40	£14.39
			<b>Payments to authorise:</b>	<b>£238.04</b>	<b>£47.61</b>	<b>£285.65</b>
			<b>Total payments</b>	<b>£6,551.26</b>	<b>£47.61</b>	<b>£6,598.87</b>

Signed by:

Cllr Paul Hilliard

**Chairman of Resources Committee**

**Date:**

