

CHRISTCHURCH TOWN COUNCIL

RESOURCES COMMITTEE

Minutes of the Meeting held on 8 September 2020 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman: Cllr P Hilliard

Vice-Chairman: Cllr A Coulton

Present: Cllr V Charrett, Cllr C A Gardiner, Cllr F F T Neale and Cllr M J Tarling.

Also in attendance: Cllr M Cox

Apologies: Cllr W Grace and Cllr Mrs S Spittle.

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

Members of the Public present: 2

Members of the Press present: None present

68. Declarations of Interest

There were no declarations of interest on this occasion.

69. Minutes of Previous Meeting

The minutes of the meeting held on 8 August 2020 were agreed and signed as an accurate record.

Voting: nem. con.

70. Public Participation

There was no public participation on this occasion.

71. Public Questions

There were no questions from the public on this occasion.

72. Town Clerk's Report

An updated schedule of payments for the period 01.08.2020 to 01.09.2020 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 August 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.

A member queried whether the Council's external payroll company had a separate clients' account for receiving Tax and PAYE payments. The Town Clerk confirmed that the payroll company did hold a separate clients' account.

The Chairman queried the amounts of the ICT support invoices and the charges made if a Councillor forgot their password and asked the Town Clerk to remind members that there was a charge to the Town Council regarding password reissues.

RESOLVED that:

- a) the schedule of payments for the period 01.08.2020 to 01.09.2020 be approved; and**
- b) the monthly accounts for the period to the end of August 2020 be noted.**

Voting: nem. con.

73. Christchurch High Street

The Town Clerk provided Members with a verbal update on the maintenance work undertaken on Christchurch High Street. Members were informed that as the work was undertaken by BCP Council, that the Town Council could not tread on a statutory duty of another council. Members were further informed that within a week of Ward Members contacting BCP Council that the work had been dealt with by spraying and weed clearance and this issue had now been resolved.

Members agreed that the Town Clerk drafts a standard pro forma letter to retailers and businesses on the high street to ask that they report any

maintenance issues online and enquire what the Town Council could do to help them.

RESOLVED that the verbal report be noted.

Voting: nem. con.

The meeting ended at 6.35pm

CHAIRMAN