



# Christchurch Town Council

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

## Resources Committee Agenda

**Tuesday, 4 May 2021, 6.00pm**

You are summoned to attend a meeting of the **Christchurch Town Council** to be held via Zoom conferencing facilities on **Tuesday, 4 May 2021 at 6.00pm.**

**Membership:**

**Chairman:** Cllr P Hilliard

**Vice Chairman:** Cllr A E Coulton

Cllr M Cox

Cllr V Charrett

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 use the link:

<https://zoom.us/j/93189789539?from=addon>

Meeting ID: 931 8978 9539

Passcode: 805773

The business to be transacted is set out overleaf.

Daniel Lucas

**Town Clerk**

28 April 2021

# 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

4 - 6

To confirm as a correct record the Minutes of the meeting of the Resources Committee held on 6 April 2021 (copy attached).

## 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 April 2021 for information.

To Follow

## 7. Watermans Park – Sign Request

Cllr Simon McCormack has requested a sign upgrade at the park. The Town Council does not have a budget line for such park furniture (Budget lines for the Play area and the Wheel Park).

RECOMMENDED: That the Committee authorises up to £2500 (excl. VAT) for a replacement sign to be used from the "contingency" budget line. Such expenditure to be

authorised via section 164 of the Public Health Act 1875 if such sign is placed on BCP Council land.

**9. SLCC Qualification - Backdated Pay Rise (Exempt)**

**To consider passing a resolution 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 the matter relating to living individuals.**

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 6 April 2021 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman: Cllr P Hilliard

Vice Chairman: Cllr A Coulton

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

Also in  
attendance: Cllr S Bungey

Apologies: Cllr W Grace

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

Members of the  
Public present: 1

Members of the  
Press present: None present.

**283. Declarations of Interest**

There were no declarations of interest on this occasion.

**284. Minutes of Previous Meeting**

The minutes of the meeting held on 9 March 2021 were agreed and signed as an accurate record.

Voting: unanimous

**285. Public Participation**

There was no public participation on this occasion.

**286. Public Questions**

There were no questions from the public on this occasion.

Cllr Tarling joined the meeting at 6.02pm.

Cllr Cox joined the meeting at 6.08pm.

**287. Town Clerk's Report**

An updated schedule of payments for the period 01.03.2021 to 05.04.2021 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 March 2021 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.

**RESOLVED that:**

**a) the schedule of payments for the period 01.03.2021 to 05.04.2021 be approved; and**

**b) the monthly accounts for the period to the end of March 2021 be noted.**

Voting: unanimous

**288. Town Council's Website Quotation**

A quotation 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 a quotation for the Town Council's new website provision. The Town Clerk updated Members that the change in website provision would work towards the Council achieving Quality Council Status.

The Town Clerk informed Members that he would check the first 2 reports to monitor if the Quarterly WCAG Compliance monitoring scan and reports were value for money.

**RESOLVED that the Council:**

**a) instructs Aubergine 262 Ltd to set-up, host, provide quarterly monitoring and transfer of website content to new website, as follows:**

**1) On-off set-up: £975 + VAT**

**2) Annual SSL protected hosting and basic support £299 + VAT**

**3) Quarterly WCAG Compliance monitoring scan and reports £299 + VAT**

**4) Transfer of existing web-content at £25 per hour + VAT**

**b) authorises the Town Clerk to enter into and sign the contract with Aubergine 262 Ltd.**

Voting: unanimous

**289. DrUITT Gardens Pest Control Quotations**

Two quotations were submitted, a copy of which had been circulated to each member and a copy of which appears as Appendix 'D' and 'E' to these Minutes in the Minute Book.

Members were asked to consider the two quotations received from RoKill and BCP Council to deal with rodent control in DrUITT Gardens.

Cllr Coulton felt that Rokill seemed very professional and also the cheaper quotation provided and proposed a motion that Rokill be instructed to deal with the rodent control in DrUITT Gardens. This motion was seconded by Cllr Neale. On being put to the vote the motion was carried.

**RESOLVED that the Council:**

- a) Instructs RoKill to deal with rodent control in DrUITT Gardens; and
- b) authorises the Town Clerk to enter into a contract with Rokill on behalf of the Town Council.

Voting: unanimous

**290. RESOLVED to pass a resolution 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 the matter relating to living individuals.**

Voting: unanimous

**291. Staffing Review - Exempt**

Members were asked to consider the report on a staffing review and to approve the recommendations outlined.

Voting: unanimous

The meeting ended at 7.05pm

CHAIRMAN