



Christchurch Town Council

Old Town Hall
30 High Street
Christchurch
BH23 1AY

Community Committee Agenda

Tuesday, 29 June 2021, 6.00pm

You are summoned to attend a meeting of the **Christchurch Town Council** to be held at Homelands Hall, Kings Avenue, Christchurch, BH23 1NA **on Tuesday, 29 June 2021 at 6.00pm.**

Membership:

Chairman: Cllr A Coulton

Vice Chairman: Cllr G R Jarvis

Cllr Mrs S Bungey

Cllr V Charrett

Cllr L Dedman

Cllr C A Gardiner

Cllr W Grace

Cllr S McCormack

Cllr Mrs S Spittle

The business to be transacted is set out overleaf

Daniel Lucas

Town Clerk

23 June 2021

For further information please contact Daniel Lucas on 01202 022479 or email townclerk@christchurch-tc.gov.uk

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 Previous Meeting

To confirm as a correct record the Minutes of the meetings of the Community Committee held on 16 February 2021 and 13 April 2021, and extraordinary meetings held on 23 April 2021 and 17 June 2021(copies attached).

4-18

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. Druitt Hall

Members to consider the attached update concerning Druitt Hall. Members now have 2 Survey reports to consider which approach maintenance/repair or rebuild options.

Appendix 1

Report to Follow

RECOMMENDATION: Members to consider the surveys and Officer report (to follow) and to resolve accordingly as to which

option to pursue at this stage. It is recommended that a consultation exercise be conducted so that community input and feedback can be considered prior to committing any expenditure.

7. BCP grass cutting - open spaces.

Verbal report
Cllr Spittle

Members to be updated on BCP Council's changes to the way some green spaces across the Bournemouth, Christchurch and Poole area are managed.

<https://www.bcpCouncil.gov.uk/Environment/Grass-cutting/Grass-cutting.aspx>

8. Scotts Hill Lane Playpark

Verbal report
Cllr McCormack

RECOMMENDATION: That Members RECOMMENDS to Council to resolve to step-in to the lease position currently occupied by BCP Council and writes to BCP Council conveying the strong desire and wish to take responsibility for the site. AND that Council considers allocation from Community Infrastructure Levy a capital expenditure project to bring the park back into safe use.

9. Traffic in Sopers Lane

Appendices 2a & 2b
Cllr Lane

To update Members on concerns raised by a resident for speeding along Sopers Lane.

RECOMMENDATION: Members to consider the issue and whether BCP Council should be approached about the installation of a Speed Indicator Device at this location.

10. Coring Survey in Druitt Gardens

Appendices 3 & 4

Members to note the Notice of the proposed works and rationale for coring at Druitt Gardens by Christchurch Antiquarians.

11. Strategic Plan- quarter 1 report

Appendices 5 & 6

Members to consider the Council's Strategic Plan achievements for quarter 1.

12. Zyair Circus

Verbal report

To update Members on concerns raised by a resident regarding the Zyair Circus being held on Christchurch Quay.

13. BCP Council's Green Infrastructure Strategy – Parks and Open Spaces

Members to consider BCP Council's Green Infrastructure Strategy and resolve a response from the Council accordingly.

Survey website available at:

<https://haveyoursay.bcpCouncil.gov.uk/green-infrastructure>

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

COMMUNITY COMMITTEE

Minutes of the Meeting held on 16 February 2021 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman: Cllr F F T Neale

Present: Cllr Mrs S Bungey, Cllr A E Coulton, Cllr C A Gardiner, Cllr W Grace, Cllr G R Jarvis, Cllr S J McCormack, Cllr G E E Polson, and Cllr Mrs S Spittle.

Also in attendance: Cllr V Charrett and Cllr L Dedman.

Apologies:

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

Members of the Public present: 1

Members of the Press present: None present

225. Declarations of Interest

There were no declarations of interest on this occasion.

226. Minutes of Previous Meeting

The minutes of the meeting held on 15 December 2020 were agreed and signed as an accurate subject to the attendance record being amended to read Cllr F F T Neale.

Voting: unanimous

227. Public Participation

There was no public participation on this occasion.

228. Public Questions

There were no questions from the public on this occasion.

229. Christchurch and District Sports Council

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 informed that the Town Clerk had been approached by BCP Council to enquire whether this Town Council wished to support the endeavours of the Christchurch and District Sports Council (CDSC).

Members felt that the CDSC did considerable work with the leading bodies for sports, and that the links with various sports clubs could be lost if CDSC were not to continue.

Cllr Mrs Bungey stated that she would like to put her name forward to attend the group and wished to promote the CDSC during her Mayoral year, and felt that there should be more than one Councillor on the CDSC group.

Cllr Gardiner also wished to join the group as she was an assistant teacher and had various links with the local schools and was keen to work with young people.

Cllr Jarvis and Cllr Grace also expressed an interest in joining the CDSC group.

Cllr Dedman joined the meeting as an observer at 6.22pm.

RESOLVED that:

- a) Members agreed the proposal at Appendix 2 option 5 to continue involvement with CDSC in principle and offer support; and**
- b) delegate to the Town Clerk in consultation with the Chairman, Vice-Chairman of Community Committee and Cllr Mrs Bungey to formulate agreed proposals with CDSC for future consideration for Full Council.**

Voting: unanimous

297. Trees at Christchurch Quay

A schedule of works 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 professional report from Hayden's Arboricultural Consultants of 4th February 2021, which summarised the health of two trees at Christchurch Quay – Poplar (T002) and Willow (T0013) and provided health and safety concerns for the two trees discussed and all trees identified in the schedule of works.

The Town Clerk confirmed to Members that the trees would be replaced.

RESOLVED that Members authorises Hayden's Arboricultural Consultants to submit to the Local Planning Authority a section 211 Town and Country Planning Act 1990 Conservation Area notification and/or any other associated application required under the Planning Acts and ancillary regulations.

Voting: unanimous

Cllr Grace left the meeting at 7pm.

298. Bank Close Car Park - Footpath

Cllr Coulton provided Members with a presentation on Bank Close Car Park, a copy of which appears as appendix 'C' to these Minutes in the Minute Book.

Cllr Coulton informed members of residents' concerns regarding Bank Close car park footpath and the safety of the public entering and leaving the carpark. Cllr Coulton felt that BCP Council should be requested due to safety concerns to move the footpath to the right-hand side of the carpark as they had a duty of care.

Cllrs Spittle and Bungey both supported this proposal and felt that BCP had a responsibility. The Chairman felt that BCP should undertake a health and safety check on the carpark.

The Town Clerk Informed Members that the Town Council could ask BCP Council for their risk assessment of the carpark.

RESOLVED that the Town Clerk be delegated to write to BCP Council requesting disclosure of accident reports, certification, risk assessment, and any abandoned proposals for the entrance to Bank Close Car Park.

Voting: unanimous

299. Druitt Hall Survey

The Town Clerk informed members that he had approached 2 local surveyors to provide a quotation for a survey on Druitt Hall. One company did not wish to operate during the COVID-19 Lockdown and the second company, Elcock Associates, Christchurch had quoted £2500 plus VAT.

RESOLVED that:

- a) Community Committee authorised payment of the quotation of £2,500 provided by Elcock Associates; and**
- b) delegates to the Town Clerk to liaise with the tenant of Druitt Hall to provide access to the surveying company.**

Voting: unanimous

The meeting ended at 7.25pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

COMMUNITY COMMITTEE

Minutes of the Meeting held on 13 April 2021 at 6.00pm via Zoom conferencing facilities.

Present:-

Chairman:	Cllr F F T Neale
Present:	Cllr Mrs S Bungey, Cllr A E Coulton, Cllr C A Gardiner, Cllr W Grace, Cllr G R Jarvis, Cllr S J McCormack, and Cllr G E E Polson.
Also in attendance:	Cllr V Charrett
Apologies:	Cllr Mrs S Spittle
Officers present:	Daniel Lucas, Town Clerk and Susan Roxby, Administrative Support Officer.
Members of the Public present:	3
Members of the Press present:	None present

292. Meeting Update (Period of National Mourning)

The Chairman stated that since the agenda was first published and due to the national mourning period for the Duke of Edinburgh, that the meeting would be adjourned and summoned once the mourning period had ended.

Members paid a silent tribute to in respect of the sad passing of the Duke of Edinburgh.

The Town Clerk strongly advised Members that the Council should not transact any business due to the national mourning period as there had not been the required 3 days clear notice for the meeting to be held. An extraordinary Community Committee meeting would be held after the mourning period on Friday 23 April at 6pm.

RESOLVED that an extraordinary meeting of the Community Committee would be held on Friday 23 April at 6pm.

Voting: unanimous

The meeting ended at 7.12pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

COMMUNITY COMMITTEE

Minutes of the Extraordinary Meeting held on 23 April 2021 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman:	Cllr F F T Neale
Present:	Cllr Mrs S Bungey, Cllr A E Coulton, Cllr C A Gardiner, Cllr G R Jarvis, Cllr S J McCormack, Cllr G E E Polson, and Cllr Mrs S Spittle.
Apologies	Cllr W Grace
Also in attendance:	Cllr V Charrett
Officers present:	Daniel Lucas, Town Clerk and Susan Roxby, Administrative Support Officer.
Members of the Public present:	4
Members of the Press present:	None present

293. Declarations of Interest

Cllr Jarvis declared a non-pecuniary interest in Minute No. 296 (Druitt Hall Survey) due to the appearance of bias as she is a voting member of the Druitt Hall Committee and remained present, but took no part in the voting thereon.

294. Public Participation

A member of the Friends of Druitt Hall spoke regarding minute No. 296 (Druitt Hall Survey).

295. Public Questions

An elector asked the following Question: "Is the community Committee aware that BCP Council and Dorset Council have received a grant from MHCLG of £70,000 to create a local Heritage list containing information to be gathered in a consultation with local residents and groups on what sites they consider needing protection.

Can I ask that the Town Council engages directly with BCP and our local BCP Councillors in this project to ensure that our residents and the three local societies concerned with our rich local Heritage are fully consulted.”

The Chairman thanked the elector for his question and confirmed that the Town Council would consult with BCP Council.

Cllr McCormack proposed a motion that the Town Clerk write to BCP Council to enquire on the costs involved and the funds allocated to Christchurch and to report back to a future Community Committee meeting, this motion was seconded by Cllr Neale.

RESOLVED that the Town Clerk be delegated to write to BCP Council regarding the local Heritage list to enquire on the costs involved and the funds allocated to Christchurch and to report back to a future Community Committee meeting.

Voting: unanimous

296. Druitt Hall Survey

Members considered the survey report undertaken by Elcock Associates Ltd on Druitt Hall, 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’ views were divided as to whether the Council should consider replacing the windows. Some Members felt that there was not enough information and that a building appraisal was required to ascertain much a new building would cost.

A representative from Druitt Hall advised that Druitt Hall’s annual gross income from hall bookings was approximately £15,000 to £20,000. He stated that building consent had been granted for a replacement building in 2013. Members felt that spending £40,000 to replace the windows was a lot of money for a small return.

Members discussed the expected life and usability of the building and the defects which required immediate attention, and whether the replacement of the windows which could exceed the practicable usable life of the hall itself would be a cost-effective solution given the estimate received.

The Town Clerk updated Members that further information had been received from the surveyor advising that it was feasible for the building to last a further 30 years if the work outlined was undertaken for the windows and roof, subject to the building being maintained. The new windows, upgrades to the roof and insulation as well as any upgrades to internal walls would see the building occupiable into the future. There would undoubtedly be rolling repairs and maintenance, typical to many buildings, but on the basis this is in place, then he foresees no issues in the short to medium term for the building.

Cllr McCormack stated that Public Loan money could be available, and the building could be replaced within 2- 3 years. He felt that presently there was no information on the timeline ahead and what could be achieved in the future. He further stated that it was hard to justified spending £40,000 on replacement windows when a new build could be considered.

The Town Clerk informed Members there was the possibility of utilising Community Infrastructure Levy funds to be used over 4 years together with additional funds from a PWLB loan.

Cllr McCormack considered that the design and build of the Hall should be for future generations and proposed a motion that the Town Clerk instructs a Quantity Surveyor to undertake a building appraisal and to consult with planners and look at funding and loan options of how much a new building would cost. Cllr Coulton seconded this proposal.

Cllr McCormack proposed a further motion that up to £5,000 expenditure be authorised for professional fees. This proposal was seconded by Cllr Bungey.

RESOLVED that the Town Council:

- a) delegates to the Town Clerk to instruct a Quantity Surveyor to undertake a building appraisal, consult with planners, and look at funding and loan options of how much a new building would cost; and**
- b) authorises expenditure of up to £5,000 for professional fees.**

Voting: unanimous

Cllr Jarvis declared a non-pecuniary interest in this item due to the appearance of bias as she is a voting member of the Druitt Hall Committee and remained present, but took no part in the voting thereon.

300. Inside Out Event in Christchurch

Members were provided with an overview of the Inside Out Event in Christchurch being proposed for Sunday 19th September 2021 at Christchurch Quay, 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 representative from Activate provided Members with details on the proposed event taking place on Sunday 19th September 2021 on the Quomps. This was the festival's opening weekend, the programme would bring together a high-quality selection of local, national and international circus and music work to support bringing the public back to the area's town centres, improving the visitor experience, increasing the vitality and visibility of the town, and attracting people to spend money in local businesses by creatively animating the town.

A Member questioned if there would be any damage to the surrounding green area and was informed that the Inside Out event aimed to leave no imprint and was sensitive to the environment and would have no detrimental impact.

Cllr Spittle proposed a motion that this event should go ahead, this motion was seconded by Cllr Coulton.

RESOLVED that:

- a) members agreed in principle to the use of Christchurch Quay for the Inside Out event ; and**
- b) delegated to the Town Clerk to work with BCP Council, Statutory Partners and Inside Out Dorset and its contractors/agents to grant a licence for the event subject to partner agency advice following receipt of risk assessments and particulars.**

Voting: unanimous

301. Town Council Notice Board

The Town Clerk informed Members that following a meeting of the Community Committee held on 31 March 2021, Members were asked to consider the potential options for a Town Council notice board.

Members made the following suggestions for possible locations for Town Council notice boards to be sited:

- 1. Underneath the arches of the Old Town Hall
- 2. Quomps
- 3. Mundeford Recreation
- 4. The shops at Jumpers and St Catherine's Hill

RESOLVED that:

- a) suitable locations for the siting of Town Council notice boards were:**
 - 1. Underneath the arches of the Old Town Hall**
 - 2. Quomps**
 - 3. Mundeford Recreation**
 - 4. The shops at Jumpers and St Catherine's Hill**
- b) the Town Clerk be delegated to obtain quotations for providers to supply and site the Town Council notice boards.**

Voting: unanimous

302. Druitt Gardens

The Town Clerk informed members that a request had been received from a member of the public to make use of the cut logs from recently felled trees to create log seating in Druitt Gardens.

Cllr McCormack proposed a motion that the Town Clerk look at the costings to provide 2 additional benches in Druitt Gardens and this to be considered at a future meeting of the Community Committee. This motion was seconded by Cllr Jarvis.

RESOLVED that that the Town Clerk be delegated to look at the costings to provide 2 additional benches in Druitt Gardens for consideration at a future meeting of the Community Committee.

Voting: 4: 0 (4 abstentions)

303. Floral Displays – Hanging Baskets

Members were asked to consider the attached quotation from Kings Park Nursery, which is owned by BCP Council, to provide Hanging Baskets displays on the Old Town Hall, 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.

Cllr Mrs Bungey proposed a motion that hanging baskets be installed on the Old Town Hall. This proposal was seconded by Cllr McCormack.

RESOLVED that the Town Council:

- a) delegated to the Town Clerk to proceed with the Kings Park Nursery quotation to supply hanging baskets for the Old Town Hall;**
- b) authorised expenditure of £35 per basket to be supplied, delivered, and installed; and**
- c) authorised maintenance cost of £60 for an 18-week period from June to October 2021.**

Voting: unanimous

Cllr Polson left the meeting at 7.48pm.

304. Local Cycling and Walking Infrastructure Plan – Public Engagement Launched.

Members considered the BCP Council launch of the initial engagement that will inform its emerging Local Cycling and Walking Infrastructure Plan. The engagement commenced on the 25th of March and lasts 4 weeks.

Members raised the following observations:

- Cycle lanes were not joined up together.
- Cycle lane at front of the quay could be split up to cycles and pedestrians.
- No cycle routes on the main routes on Barrack Road.

Cllr Neale proposed a motion that The Town Clerk email details of the Local Cycling and Walking Infrastructure Plan to all Members to ask for their observations, the proposal was seconded by Cllr Jarvis.

RESOLVED that:

- a) The Town Clerk be delegated to email details of BCP’s Local Cycling and Walking Infrastructure Plan to all Members of the Council to ask for their observations on walking and cycling infrastructure required across the Christchurch area; and**
- b) delegates to the Town Clerk in consultation with the Chairman to write to BCP Council in response to the consultation process capturing Member’s observations.**

Voting: unanimous

305. Town Clerk Update – Forthcoming Licensed Events

The Town Clerk informed members that he had used his delegation to authorise the Classic Cars on the Quay Event on the following dates:

Sunday 27th June: 0900-1800hrs

Sunday 5th September: 0900-1800hrs

Sunday 26th September: 0900-1800hrs

RESOLVED that the verbal update be noted.

Voting: unanimous

The meeting ended at 7.50pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

COMMUNITY COMMITTEE

Minutes of the extraordinary Meeting held on 17 June 2021 at 6.00pm at Homelands
Hall, Kings Avenue, Christchurch, BH23 1NA

Present:-

Chairman: Cllr A E Coulton

Vice-Chairman: Cllr G R Jarvis

Present: Cllr Mrs S Bungey, Cllr V Charrett, Cllr L Dedman, Cllr S McCormack and Cllr Mrs S Spittle.

Apologies: Cllr W Grace, Cllr C A Gardiner and Cllr F Neale.

Officers present: Daniel Lucas, Town Clerk
Susan Roxby, Democratic Services Officer

Members of the Public present: 1

Members of the Press present: 0

44. Election of Chairman

RESOLVED that Cllr Avril Coulton be elected Chairman of the Committee for the 2021/2022 Municipal Year.

Voting: unanimous

45. Election of Vice-Chairman

RESOLVED that Cllr Gill Jarvis be elected as Vice-Chairman of the Committee for the 2021/2022 Municipal Year.

Voting: unanimous

46. Declarations of Interest

Cllr L Dedman and Cllr S McCormack declared a non-pecuniary interest in Minute No.47 (Event Application: Christchurch Quay - Festival Coast Live!) due to them also being Unitary Council Members, but they had not been involved in the event formulation and remained present.

306. Event Application: Christchurch Quay - Festival Coast Live!

A schedule 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 asked to consider the Festival Coast Live! events schedule being held on Christchurch Quay.

Members raised the following points:

- The event tent should be more towards the river to avoid noise from the event to residential properties, and future events should consider using the area near the splash park for storage.
- Queried whether post and pre inspections should be undertaken and advised that the Council could ask for a deposit to repair the green if damaged, but considered that this would not be required as BCP Council was organising the events and had provisions to undertake repairs to the green and the tent was not too intrusive.
- The tent cleats should be made safe after each event to avoid the public tripping over these.
- Vandalism concerns for the event tent owned by BCP.
- Questioned why Stanpit was not being used to hold the events on and were informed this was due to methane gas at Stanpit.
- Queried how the event would be marshalled on Saturday 26 June as this would be a busy day with families attending and whether a risk assessment had been undertaken.
- Queried whether the pop-up session would be marking up courts and were advised that chalk would be used for this.

Members requested that the Town Clerk write to the BCP Chief Executive stating the Town Council's disappointment that a BCP Officer could not be present at the meeting to answer Members' questions which could have hampered their decision on whether the events should go ahead.

It was proposed by Cllr Dedman and seconded by Cllr Mrs Bungey that the event application for events to be held on Christchurch Quay - Festival Coast Live! may go ahead subject to conditions to be formulated by the Town Clerk.

RESOLVED that the event application for events to be held on Christchurch Quay - Festival Coast Live! may go ahead subject to conditions to be formulated by the Town Clerk.

Voting: unanimous

Cllr L Dedman and Cllr S McCormack declared a non-pecuniary interest in this item as they were double hatted as BCP Councillors and also Christchurch Town Councillors, but they had not been involved in the event formulation and remained present.

The meeting ended at 18.29pm

CHAIRMAN