



Christchurch Town Council

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

Resources Committee Agenda

Tuesday, 3 August 2021, 6.00pm

You are summoned to attend a meeting of the **Christchurch Town Council** to be held at the at Homelands Hall, Kings Avenue, Christchurch, BH23 1NA **on Tuesday, 3 August 2021 at 6.00pm.**

Membership:**Chairman:** Cllr M Cox**Vice Chairman:** Cllr W Grace

Cllr Mrs S Bungey

Cllr A Coulton

Cllr L Dedman

Cllr C A Gardiner

Cllr P Hilliard

Cllr S McCormack

Cllr G Polson

The business to be transacted is set out overleaf

Daniel Lucas

Town Clerk

27 August 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 the Previous Meeting

To confirm as a correct record the Minutes of the meeting of the Resources Committee held on 6 July 2021 (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 2021 for information.

To
Follow

7. Hybrid Meetings Update Report

The Town Clerk to update Members on Hybrid meeting arrangements

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 6 July 2021 at 6.00pm at Homelands Hall, Kings Avenue, Christchurch, BH23 1NA

Present:-

Chairman: Cllr M Cox

Vice-Chairman: Cllr W Grace

Present: Cllr Mrs S Bungey, Cllr A Coulton, Cllr L Dedman, Cllr C A Gardiner, Cllr P Hilliard, Cllr S McCormack and Cllr G Polson.

Apologies: Cllr Coulton

Also in attendance: Cllr V Charrett

Officers present: Daniel Lucas, Town Clerk

Members of the Public present: 0

Members of the Press present: 0

74. Declarations of Interest

There were no declarations of interest on this occasion.

75. Minutes of Previous Meeting

The minutes of the meeting held on 8 June 2021 were agreed and signed as an accurate record.

Cllr Cox mentioned minutes of meeting of 4th May he was present and arrived late but the minutes mentioned Cllr Tarling arrived late.

Voting: Nem. Com.

76. Public Participation

There was no public participation on this occasion.

77. Public Questions

There were no questions from the public on this occasion.

78. Town Clerk's Report

The schedule of payments for the period 01.06.2021 to 30.06.2021 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 June 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.

The Mayor Cllr Mrs Bungey – queried the invoice for Rejuvenate dated 23 June 2021 for work conducted on the 18th of June 2021. The Mayor confirmed that Rejuvenate had stated to her that the IT services on that occasion were to be for free and no charge as it required a home visit to the Mayor to overcome a continual problem that Rejuvenate had failed to fix the first time around.

The Town Clerk checked the invoice and his email inbox to find an email from the Mayor of the same date (18 June) where this was confirmed. The Town Clerk advised that this shall be raised with Rejuvenate and that Members should authorise the remainder of the schedule bar the invoice dated 23 June 2021 (invoice number: 14709).

RESOLVED that:

- a) **the schedule of payments for the period 01.06.2021 to 30.06.2021 be approved excluding invoice number 14709 dated 23 June 2021; and**
- b) **the monthly accounts for the period to the end of June 2021 be noted.**

Voting: unanimous

79. Allotments Annual Rents

The Town Clerk updated Members of neighbouring authorities' allotment annual rents for benchmarking purposes for information. Members remarked that they may wish to consider raising the allotment rents going forwards but at this stage seemed content to keep the rents at the rates currently.

RESOLVED that the verbal update be noted.

80. Old Town Hall- Boiler 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.

RESOLVED that the Council approved the quotation provided by Accolade Building Care for the replacement of a single channel programmer and PCB for the Old Town Hall Boiler at a cost of £411.13 plus VAT £82.23 with the total sum payable £493.36.

Voting: Unanimous

81. Election Costs for Jumpers and St Catherine's Ward on 22nd of July 2021.

A spreadsheet and table of costs were 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.

The Town Clerk updated Members on the By-election costs for the Jumpers and St Catherine's Ward on 22nd of July 2021 and explained the contingency budget position regarding the costs.

RESOLVED that the election costs be paid from the contingency budget line.

Voting: Unanimous.

82. Town Hall Marquee/tent – Christchurch Carnival

Members heard from Cllr Charrett who felt that the use of a marquee/tent to promote the work of the Town Council and especially the Neighbourhood Plan would be a good use of the event space and crowd numbers. She explained that Cllr Tarling had a modern "star" type gazebo which he agreed could be used.

Members debated whether to fund the cost for the Town Council to rent a Marquee or tent at the Christchurch Carnival so that Members could provide information to

residents on the Council's Neighbourhood Plan. The Town Clerk advised that there was a budget for PR purposes of £1050.

Proposed by Cllr Cox that the Town Council should have a marquee on the key to promote the Neighbourhood Plan and Town Council.

Seconded by Cllr Hilliard.

RESOLVED that the Town Clerk be authorised to spend up-to £1050 where deemed necessary to deliver a Town Council tent for the Neighbourhood Plan and Town Council purposes at the Christchurch Carnival.

Voting: Unanimous

83. Exempt Business

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 financial and business affairs of the authority.

Voting: Unanimous.

84. Civic Possessions' Storage & Safe procurement (exempt)

Members were updated on the procurement of a safe for the storage of Civic Possessions.

The meeting ended at 7:30pm

CHAIRMAN