



Christchurch Town Council

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

Full Council Agenda

Monday, 20 September 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 **Monday, 20 September 2021 at 6.00pm.**

Membership:

Mayor: Cllr Mrs S Bungey

Deputy Mayor: Cllr A E Coulton

Cllr C Gordon

Cllr V Charrett

Cllr F J M Cox

Cllr M Cox

Cllr L Dedman

Cllr H Farrell-Jarvis

Cllr S Fotheringham

Cllr C A Gardiner

Cllr W Grace

Cllr P Hilliard

Cllr G R Jarvis

Cllr D C Jones

Cllr T Lane

Cllr S J McCormack

Cllr G E E Polson

Cllr Mrs S Spittle

Cllr M J Tarling

The business to be transacted is set out overleaf

Daniel Lucas
Town Clerk

14 September 2021

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

Agenda

1. Prayers

Prayers will be said by the Mayor's Chaplain, the Reverend Canon Charles Stewart.

2. Apologies for Absence

To receive apologies for absence

3. Declaration of Interests

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

4. Minutes of Previous Meeting

To confirm as a correct record the Minutes of the last meeting held on 12 July 2021. Exempt Minutes withheld from agenda pack but to be confirmed also.

6 – 15

5. Announcements

To receive a schedule of Civic functions attended by the Mayor since the last meeting and any announcements from the Mayor or Town Clerk.

16

6. 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.

7. 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 Mayor 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

8.	Questions from Councillors	
9.	Motions from Councillors	
10.	To Receive any verbal reports from Partner Organisations	
11.	Committee Minutes	
	To receive the Committee Minutes for the last cycle of meetings and to consider any recommendations arising from these meetings as follows:	
	Planning Committee 20 July 2021	17
	To receive the Minutes of the meeting held on 20 July 2021 and to consider the recommendation arising therefrom: -	
	Resources Committee, 3 August 2021	18 – 19
	To receive the Minutes of the meeting held on 3 August 2021 and to consider the recommendation arising therefrom: -	
	Planning Committee, 17 August 2021	20 – 24
	To receive the Minutes of the meeting held on 17 August 2021 and to consider the recommendation arising therefrom: -	
	Community Committee, 31 August 2021	25 – 31
	To receive the Minutes of the meeting held on 31 August 2021 and to consider the recommendation arising therefrom: -	
	Personnel Sub-Committee, 1 September 2021	32 – 33
	To receive the Minutes of the meeting held on 1 September 2021. Exempt Minutes withheld from agenda pack to follow, but to be confirmed also.	
	Planning Committee, 1 September 2021	34 – 35
	To receive the Minutes of the extraordinary meeting held on 1 September 2021 and to consider the recommendation arising therefrom: -	
	Personnel Sub-Committee, 2 September 2021	35 – 37
	To receive the Minutes of the meeting held on 2 September 2021. Exempt Minutes withheld from agenda	

pack to follow, but to be confirmed also and to consider the recommendation arising therefrom: -

Minute No. 152 Interviews for the role of Projects Officer (Exempt)

Personnel Sub-Committee, 6 September 2021

To receive the Minutes of the meeting held on 6 September 2021. Exempt Minutes withheld from agenda pack to follow, but to be confirmed also and to consider the recommendation arising therefrom: -

38 – 39

Minute No. 159 Interviews for the role of Mayor’s Secretary (Exempt)

Resources Committee, 7 September 2021

To receive the Minutes of the meeting held on 7 September 2021 and to consider the recommendation arising therefrom: -

40 – 42

Planning Committee, 14 September 2021

To receive the Minutes of the meeting held on 17 August 2021 and to consider the recommendation arising therefrom: -

To follow

Minute No. 173. Commissioned Planning Report and Governance Structure at BCP Council (exempt).

12. Christchurch BID

Appendix 1

13. Neighbourhood Plan Update

Cllr Jones

Members to receive an update from the of the Neighbourhood Plan Working Group.

14. Exempt Business

RECOMENDATION: 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 and emerging policy.

15. Personnel Sub Committee – Recruitment consideration (exempt)

16. BCP Planning Committee report (exempt)

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

FULL COUNCIL

Minutes of the Meeting held on 12 July 2021 at Homelands Hall, Kings Avenue,
Christchurch, BH23 1NA

Present:-

Cllr Mrs S Bungey – Mayor

Cllr A E Coulton – Deputy Mayor

Present: Cllr V Charrett, Cllr Mrs F Cox, Cllr M Cox, Cllr L Dedman, C A Gardiner, Cllr P Hilliard, Cllr G R Jarvis, Cllr D C Jones, Cllr S J McCormack, Cllr Mrs S Spittle and Cllr M J Tarling.

Apologies: Cllr S Fotheringham, Cllr W Grace, Cllr T Lane and Cllr G E E Polson.

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

BCP Unitary
Ward Members Cllr P Hall and Cllr Mrs V Ricketts
present:

Members of the
Public present: 5

Members of the
Press present: 0

85. Prayers

The Mayor's Chaplain, the Reverend Canon Charles Stewart opened the proceedings with prayers.

Cllr Mrs Spittle joined the meeting at 6.02pm.

86. Declarations of Interest

Cllr Dedman declared a non-pecuniary interest in Minute No.92 (Motions from Councillors) as she was a follower of James Lovelock and remained present for the discussion and voting thereon.

Cllr Dedman declared a non-pecuniary interest in Minute No. 94(Community Committee Minutes- Minute No. 62 Druitt Hall) for transparency as she was a member of a committee that considered requests for funding for Druitt Hall and remained present for the discussion and voting thereon.

Cllr Hilliard declared a non-pecuniary interest in Minute No.100 (Twynham School presentation) for transparency as he was a Governor of Highcliffe School and remained present for the discussion and voting thereon.

Cllr Jones declared a non-pecuniary interest in Minute No.92 (Motions from Councillors) as he had worked as a consultant for the energy supply industry, Western Power Distribution, but confirmed that this would not affect his decision and remained present for the discussion and voting thereon.

Cllr McCormack declared a non-pecuniary interest in Minute No.101 (Service Level Agreement – Legal Agreement) as he was a Unitary Council Member and remained present for the discussion and voting thereon.

Cllr Spittle declared a non-pecuniary interest in Minute No.100 (Twynham School presentation) for transparency as she was a former Governor of Twynham Priory School and remained present for the discussion and voting thereon.

Cllr Spittle declared a non-pecuniary interest in Minute No.98 (BCP Council's Flood & Coastal Erosion Risk Management (FCERM) Strategy) for transparency as she had previously had a beach hut at Barton on Sea and remained present for the discussion and voting thereon.

87. Minutes of Previous Meeting

The minutes of the meeting held on 5 May 2021 and the extraordinary meetings held on 22 June 2021 and 1 July 2021 were agreed and signed as an accurate record.

Voting: unanimous

88. Announcements

The Mayor announced that she had been privileged to attend two Mayoral events. The opening of the Priory fete which she congratulated them on raising £5,500. She also attended a balance and meditation class at a Churchill sheltered accommodation in Highcliffe.

89. Public Participation

Cllr Gardiner read out a statement from an elector on climate change emergency, a copy of which appears as appendix 'A' to these minutes in the minute book.

90. Public Questions

The Mayor reported that no questions had been submitted to the Town Clerk in accordance with the Council's Standing Orders.

91. Questions from Councillors

Cllr Dedman raised the following question:

"Cllr Broadhead stated on 1st July to the Town Council that plans for the Civic Offices would start in late summer. What plans are in place for removal and safekeeping of the many items of heritage civic regalia, boards in the chamber with mayoral history and other lists, historic documentation, twin town gifts, historic stained-glass windows, and the many other things of huge historical importance to Christchurch which remain there prior to our access and storage facilities in the Civic Office being removed?"

The Mayor thanked Cllr Dedman for her question and confirmed that she would receive a written response.

92. Motions from Councillors

The Council was advised by the Town Clerk that the following motion had been proposed by Councillor Tarling and seconded by Councillor Jarvis in accordance with the Council's Standing orders:

That this Council acknowledges the state of "Climate Change Emergency", and that hereby this Council declares a state of Climate Emergency and undertakes the following:

- a) To ensure that the activities of this Council become net carbon neutral by 2030; and to work towards a carbon neutral Christchurch by 2050 in conjunction with BCP Council;**
- b) At the earliest available opportunity, will switch energy supplier to a Net Zero energy supplier;**

- c) **Within this Council year to implement Carbon & Energy monitoring, including CO2e reporting and to publish these figures on an annual basis;**
- d) **To actively consider climate impact as part of all the activities of this Council, including but not limited to: Planning, Communities & Resources. This may include seeking to exceed the statutory requirements of the Climate Change Act 2008; and**
- e) **To actively promote Climate Change mitigation and Zero carbon targets within Christchurch, and will join as a signatory to the Covenant of Mayors for Climate & Energy.**

Cllr Jarvis withdrew her support for the above motion proposed by Cllr Tarling. Cllr Gardiner then gave her support and seconded the proposed motion from Cllr Tarling.

Cllr McCormack asked if there would be any cost to the Town Council and staff. The Town Clerk advised that it would be quite straight forward to switch energy suppliers, although the initial setup would take staff time. Part 'D' of the motion 'To actively consider climate impact as part of all the activities of this Council' would need to be considered for all Council activities.

Cllr Jones opposed the proposed motion made by Cllr Tarling.

Cllr Cox was in favour of the proposed motion and considered that the cost to Christchurch would be minimal.

Upon being put to the vote, the Motion, as set out above was carried.

Voting: 10:2:1

Cllr Jones stated that he was opposed to this motion and will not be giving any information to the Council that he was not legally required to do so.

Cllr Dedman declared a non-pecuniary interest in this item as she was a follower of James Lovelock and remained present for the discussion and voting thereon.

Cllr Jones declared a non-pecuniary interest in this item as he had worked as a consultant for the energy supply industry, Western Power Distribution, but confirmed that this would not affect his decision and remained present for the discussion and voting thereon.

93. Verbal Reports from Partner Organisations

There were no verbal reports from Partner Organisations on this occasion.

94. Committee Minutes

The Committee Minutes for the last cycle of meetings were received as follows:

Planning Committee 1 June 2021

The Minutes of the meeting held on 1 June 2021 were received.

Voting: Unanimous

Resources Committee 8 June 2021

The Minutes of the meeting held on 8 June 2021 were received.

The recommendations arising from the meeting of the Resources Committee held on 8 June 2021 were then considered and approved:

Minute No. 42 Job Specifications

RESOLVED that:

- a) a Personnel sub-committee be created for the purposes of recruitment and annual appraisals for the year 2021/2022; and
- b) the sub-committee to comprise of a maxim of 5 members and a quorum of 3 members.

Voting: unanimous

Minute No. 43 Carbon Calculators

RESOLVED that:

- a) the Council adopts the Climate Emergency Action Plan Matrix approach and methodology outlined at Appendix 5; and
- b) adopts the <https://impact-tool.org.uk/about> (Centre for Sustainable Energy) Carbon Calculator to establish the Council's baseline carbon footprint and for benchmarking and comparison purposes going forwards outlined at Appendix 6.
- c) the Carbon Calculator to be delegated to the Town Clerk.

Voting: 10:1:2

Extraordinary Community Committee 17 June 2021

The Minutes of the meeting held on 22 June 2021 were received.

Voting: Unanimous

Community Committee 29 June 2021

The Minutes of the meeting held on 29 June 2021 were received.

The recommendations arising from the meeting of the Community Committee held on 29 June 2021 were then considered and approved:

Minute No. 62 Druitt Hall

Cllr McCormack proposed a motion that the recommendation be approved as set out, this motion was seconded by Cllr Hilliard.

RESOLVED that the Town Council approves the replacement of Druitt Hall roof in principle and the extension of the 30-year lease.

Voting: unanimous

Cllr Dedman declared a non-pecuniary interest in this item for transparency as she was a member of a committee that considered requests for funding for Druitt Hall and remained present for the discussion and voting thereon.

Minute No. 64 Scotts Hill Lane Playpark

The Town Clerk informed Members that the Town Council could consider not to step-in to the Scotts Hill Lane Playpark lease position which was currently occupied by BCP Council, but may wish to renegotiate the lease with Meyrick Estates for 80 years and BCP Council surrenders the lease.

RESOLVED that The Town Council:

- d) renegotiates the lease with Meyrick Estates for 80 years for the Scotts Hill Lane Playpark and BCP Council surrenders the lease;**
- e) writes to BCP Council conveying the strong desire and wish to take responsibility for the site; and**
- f) considers allocation from Community Infrastructure Levy a capital expenditure project to bring Scotts Hill Lane Play Park back into safe use.**

Voting: unanimous

Resources Committee 6 July 2021

The Minutes of the meeting held on 6 July 2021 were received.

The recommendation arising from the meeting of the Resources Committee held on 6 July 2021 was then considered and approved:

Minute No. 84 Civic Possessions' Storage & Safe procurement (exempt)

Voting: unanimous

95. Terms of Reference and Scheme of Delegation to Committee.

A report was submitted, a copy of which had been circulated to each member a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

Members were asked to review the Council's Terms of Reference and Scheme of Delegation to Committee.

RESOLVED that the Council's Terms of Reference and Scheme of Delegation to Committee be approved for 2021-22 civic year.

Voting: unanimous

96. Transfer of Funds from Public Sector Deposit Fund to Unity Trust bank account

The Town Clerk updated Members that funds were required to be transferred from the Public Sector Deposit Fund to the Unity Trust Current Account so as to allow operational costs to continue.

RESOLVED that the Council the transfer of £100,000 from the Public Sector Deposit Fund to Unity Trust Current Account be approved so as to allow operational costs to continue.

Voting: unanimous

97. Update of signatories to the Council's Public Sector Fund Deposit Mandate

The Town Clerk updated Members that following Cllr Neale's resignation, a new signatory was required to be appointed to the Public Sector Fund Deposit Mandate.

RESOLVED that Cllr Cox be added to the mandate as the Chairman of Resources Committee.

Voting: unanimous

98. BCP Council's Flood & Coastal Erosion Risk Management (FCERM) Strategy

Members received a presentation on BCP's Council's Flood & Coastal Erosion Risk Management (FCERM) Strategy.

Cllr Jones proposed a motion that the Town Clerk investigate the possibility of a Public Meeting for a briefing from BCP Council to be considered, this motion was seconded by Cllr Jarvis.

Cllr Hilliard advised that there was an online seminar on FCERM by BCP Council this week which members could attend. Cllr Mrs Cox felt that this should be considered. Cllr Dedman felt that there should be a presentation to the Town Council from BCP Council.

RESOLVED that the Town Clerk investigate the possibility of a Public Meeting being held for a briefing on BCP Council's Flood & Coastal Erosion Risk Management (FCERM) Strategy.

Voting: 10:0:3

Cllr Spittle declared a non-pecuniary interest in this item for transparency as she had previously had a beach hut at Barton on Sea and remained present for the discussion and voting thereon.

99. **Queen's Platinum Jubilee Event**

Cllr Charrett asked whether members wished to setup a Working Group for the consideration and preparation of marking the Queen's Platinum Jubilee (2-5 June 2022).

RESOLVED that a Queen's Platinum Jubilee Working Group be created comprising of no more than 6 members and that the quorum shall be a minimum of 3 Members to facilitate the consideration and preparation of marking the occasion.

Voting: unanimous

100. **Twynham School presentation**

Members received a presentation from the Headmaster of Twynham School, a copy of which had been circulated to each member a copy of which appears as Appendix 'C' to these Minutes in the Minute Book.

Members raised the following questions:

Cllr Spittle enquired whether the catchment area would be altered for the Grange and Twynham School. The headmaster replied that there would be no change as Mudeford was a shared area.

Cllr Cox asked why the schools do not just merge. The headmaster replied that this would require the Secretary of State to sign this off.

Cllr Dedman enquired on whether the school had projected numbers for Roeshot Hill. The headmaster replied that Roeshot Hill had 120 allocated secondary school numbers.

Cllr Dedman asked whether the school had travel time allocated from one campus to another. The headmaster replied that teaching staff travel time was factored in.

Cllr Coulton enquired whether rebuilding of schools would be required. The headmaster replied that it was a multi-Academy Trust and there would be no need.

Cllr Tarling asked if there were any plans to dispose of any of the school sites. The headmaster replied that there were no plans currently to dispose of school land and that it was not within their gift.

RESOLVED that Members noted the presentation on Twynham School.

Cllr Hilliard declared a non-pecuniary interest in this item for transparency as he was a Governor of Highcliffe School and remained present for the discussion and voting thereon.

Cllr Spittle declared a non-pecuniary interest in this item for transparency as she was a former Governor of Twynham Priory School and remained present for the discussion and voting thereon.

101. Service Level Agreement – Legal Agreement

The Town Clerk updated Members on the Service Level Agreement (SLA) with BCP Council.

Cllr Coulton queried why the Town Council was paying the SLA when the grass was not being cut.

Cllr McCormack stated that as parks were closed during covid restrictions for 6 months and therefore the grass was not cut.

Cllr Cox considered that the Town Council should consider going out to tender and look at alternatives to BCP Council to obtain a better service for the SLA.

RESOLVED that:

- a) Members agree to the sum of £48,345 plus VAT for the SLA grounds maintenance and event management agreement with BCP Council for the period 1st April 2020 for 1 year – 31st March 2021 (retrospective); and**
- b) delegates to the Town Clerk to sign the Agreement and to authorise the payment of the sum upon receipt of invoice from BCP Council.**

Voting: unanimous

Cllr McCormack declared a non-pecuniary interest in this item as he was a Unitary Council Member and remained present for the discussion and voting thereon.

102. 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 personal information of the matter relating to the financial and business affairs of the authority.

Voting: unanimous

Cllr Hilliard left the meeting at 8.28pm.

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

Members were updated on the civic possession's storage and safe procurement.

The meeting ended at 9.00pm

CHAIRMAN

Agenda Item 5

Mayor's Engagements 13 July 2021 to 20 September 2021

02 August 2021	Christchurch Citizens Assoc. 'welcome back' event	Druitt Hall, Christchurch
09 August 2021	meeting of Mayors re Air Festival	Bournemouth Town Hall
12 August 2021	Christchurch BID launch	Priory House, Quay Road, Christchurch
14 August 2021	Christchurch Carnival Fireworks	Quomps, Christchurch
15 August 2021	VJ Day Commemoration (Attended by the Deputy Mayor)	Poole Civic Centre
15 August 2021	Christchurch Carnival	Quomps, Christchurch
22 August 2021	Friends of the Red House Museum Garden Party	Red House Museum
26 August 2021	New Lidl Store opening	Bridge St, Christchurch
29 August 2021	Friends of The New Forest Airfields Commemoration (attended by Deputy Mayor)	Memorial in Black Lane Holmsley South, Nr Bransgore
31 August 2021	Funeral of Hon Freeman Elizabeth Bath	Christchurch Priory
04 September 2021	Air Festival Event	Bournemouth
05 September 2021	Air Festival Event	Bournemouth
08 September 2021	Presentation to Christchurch library	Christchurch Library
09 September 2021	commemoration of 999 Emergency Services Day	BCP Council's Civic Office, Bourne Avenue, Bournemouth
09 September 2021	Wimborne TC Civic Day (Attended by the Deputy Mayor)	Wimborne
09 September 2021	Christchurch Sailing Club Reception	Christchurch Sailing Club

CHRISTCHURCH TOWN COUNCIL

PLANNING AND REGULATORY COMMITTEE

Minutes of the Meeting held on 20 July 2021 at Homelands Hall, Kings Avenue,
Christchurch, BH23 1NA

Present:-

Vice-Chairman: Cllr V Charrett (in the chair)

Present: Cllr S Fotheringham.

Apologies: Cllr M Cox, Cllr G R Jarvis, Cllr D Jones, Cllr T Lane, Cllr S Spittle
and Cllr M J Tarling.

Officers present: Daniel Lucas, Town Clerk, Andy Norwood (New Development
Engineer) BCP Council and Susan Roxby, Democratic Services
Officer.

Members of the
Public present: 4

Members of the
Press present:

104. Meeting Quorum

The vice-chairman announced that unfortunately the meeting was not quorate as insufficient committee members were in attendance and therefore the meeting could not go ahead as scheduled.

The meeting ended at 6.01pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

RESOURCES COMMITTEE

Minutes of the Meeting held on 3 August 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 and Cllr S McCormack.

Apologies: Cllr G Polson

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

Members of the Public present: 0

Members of the Press present: 0

105. Declarations of Interest

There were no declarations of interest on this occasion.

106. Minutes of Previous Meeting

The minutes of the meeting held on 6 July 2021 were agreed and signed as an accurate record.

Voting: unanimous

107. Public Participation

There was no public participation on this occasion.

108. Public Questions

There were no questions from the public on this occasion.

109. Town Clerk's Report

The schedule of payments for the period 01.07.2021 to 31.07.2021 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 July 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 Chairman asked for confirmation that tax was being paid on payroll on behalf of the Town Council by the payroll provider. The Town Clerk advised that the payroll tax paid position was confirmed in the employer payroll portal.

RESOLVED that:

- a) the schedule of payments for the period 01.07.2021 to 31.07.2021 be approved; and**
- b) the monthly accounts for the period to the end of July 2021 be noted.**

Voting: unanimous

110. Hybrid Meetings Update Report

The Town Clerk informed Members that he had attended a Cloudy IT webinar to research how the Town Council could hold Hybrid meetings. Logitech software could be used with rally cameras which would connect to the Town Clerk's laptop and start Zoom video conferencing. The camera spins and focuses on each person speaking with 7 microphones which are round discs with a 15 foot catchment each. The equipment catered for a maximum meeting room capacity of 40 attendees and the cost was approximately £4,000.

Cllr Cox felt it was a good step forward for the Council and proposed a motion that the Town Clerk obtains further quotations for Hybrid meetings, this proposal was seconded by Cllr Hilliard.

RESOLVED that that the Town Clerk be delegated to obtain further quotations for Hybrid meetings arrangements.

Voting: unanimous

The meeting ended at 6.35pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL
PLANNING AND REGULATORY COMMITTEE

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

Present:-

Chairman: Cllr M J Tarling

Present: Cllr S Fotheringham, Cllr T Lane, and Cllr S Spittle.

Apologies: Cllr V Charrett, Cllr M Cox, Cllr G R Jarvis and Cllr D Jones.

Officers present: Daniel Lucas, Town Clerk, BCP Council and Susan Roxby, Democratic Services Officer.

Also in attendance: Cllr A Coulton

Members of the Public present: 5

Members of the Press present: None present

111. Declarations of Interest

Cllr Lane declared a non-pecuniary interest in relation to Minute No.116 (Stopping up at Scotts Hill Lane) as he has visited the site and spoken with a neighbour, but he had remained neutral and not expressed an opinion on this application and remained present for the discussion and voting thereon.

Cllr Lane declared a non-pecuniary interest in relation to Minute No.117 (8/21/0601/FUL 43 Bargates, Christchurch, BH23 1QD) as he had visited the application site and spoken with a neighbour, but he had remained neutral and not expressed an opinion on this application and remained present for the discussion and voting thereon.

112. Minutes of Previous Meeting

The minutes of the meetings held on 1 June 2021 and 20 July 2021 were agreed and signed as an accurate record.

Voting: unanimous

113. Public Participation

An elector spoke in objection to Planning application 8/21/0387/HOU, 23 Wick Lane raising concerns that as a neighbour he would be the most disadvantaged should the revised plan be approved. He considered that there were no material changes to the previous application. He requested that the consultation period should be extended to enable the application to be debated by Town Council Planning Committee.

The Town Clerk advised Members that they should not express an opinion as this would prejudice themselves should this application come before the Planning committee again and advised the elector to write to BCP Council with his concerns regarding this application.

A second elector spoke raising concerns for flood issues in Christchurch, a copy of which appears as appendix 'A' to these minutes in the minute book.

The Chairman thanked the elector for his question and advised that he had attended a FCERM Strategy Presentation meeting and that as a Council the Neighbourhood Plan would consider flood issues in Christchurch. He was very aware that risk assessments and Environment Impact Statements would be required when any applications were made for developments within the flood zone. The 2 Rivers Meet site and SANG guidance had recently changed and clarification was to come regarding landfill from BCP. He advised that he would look at the 2021 Flood risk assessment further.

114. Public Questions

An elector raised the following question:

“A planning committee meeting was scheduled for 22 June 2021 but shortly before that meeting date The Council’s web site announced that it had been cancelled. In the absence of any comment I assumed that this was, as has previously happened, due to a lack of business. However for the same date an extraordinary meeting of the full Council was arranged. I did not attend this full Council meeting being unaware that planning applications were being considered

I now find that 4 planning applications were included on the full Council agenda and full Council members were asked to comment upon them and although no minutes of that council meeting have not yet been made available I note from the BCP planning

web site that application 8/21/0437/FUL was recommended by the Full Council to BCP for support. Could Councillor Tarling explain to me why this application and 3 others were brought to the full Council for discussion and recommendation when they should be decided at a meeting of the planning committee. On 22 June local residents interested in this application were unaware of this and denied the right to comment publicly upon them. Furthermore, is it within the Council Constitution or Standing Orders that members of full Council, not on the planning committee, can vote on such applications in this manner before they are considered by the Planning Committee”.

The Town Clerk informed the elector that it was for efficiencies that the Planning applications were subsumed into an extraordinary Full Council meeting as it was an audit requirement for the AGAR to be published and therefore an extraordinary Full Council meeting was called.

115. Planning Applications:

Members were asked to consider the applications listed below and that the following comments be forwarded to Bournemouth, Christchurch and Poole Council:

116. Application: Stopping up at Scotts Hill Lane

A report 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 provided Members on the background to this matter and were asked to consider approval for the making of an application to the local Magistrates to have an area of highway stopped up.

Members were informed that this application would remove the Highway rights from the 2 parking bays. Following an inspection there had been unauthorised works to the parking bays. This application was previously dealt with by Dorset Council, but this had now passed to BCP Council. The adjacent resident at number 7 had purchased the freehold of the land where the 2 parking spaces sat, but these were part of the Highway. BCP had tried to resolve the enforcement issue and the resident was applying to the magistrate's courts in this respect. The Town Council has the right to veto this situation. BCP were in agreement for the freeholder to stop up the parking bays so that the bays were not on the Highways.

The Chairman had no objection to this application and proposed a motion to leave it for the Magistrates' court to decide as they had more access to information on the application. This proposal was seconded by Cllr Fotheringham.

RESOLVED that approval be given for an application to be made to the local Magistrates to have an area of highway stopped up at Scotts Hill Lane.

Voting: unanimous

Cllr Lane declared a non-pecuniary interest in this item as he has visited the site and spoken with a neighbour, but he had remained neutral and not expressed an opinion on this application and remained present for the discussion and voting thereon.

117. Application: 8/21/0601/FUL 43 Bargates, Christchurch, BH23 1QD

Proposed store/outbuilding

An elector spoke on this application and raised objection to this application as a resident. She raised concerns that there were 2 flats in the back garden which were accessed through a metal staircase with small gardens approximately 80 ft long which is now all concreted. She owns most of the driveway to the rear of her property. The applicant wanted to build a commercial building 7 meters in depth which was the full width of his plot and also included a mezzanine. She considered that this was out of scale for the rear garden, the black timber cladding was a fire hazard, there was poor access for emergency vehicles if there was a fire due to the narrow road, and service water would come off the proposed building onto her foundations.

Cllr Lane proposed a motion that objection be raised as the building was completely overbearing, with traffic and fire hazard concerns which he considered was not suitable for storage purposes, and also the close proximity to neighbouring properties. This proposal was seconded by Cllr Fotheringham.

RESOLVED that objection be raised due to bulk and height of the development is detrimental to the visual amenity contrary to policy HE2 of Christchurch and East Dorset Local Plan: Core Strategy.

Voting: unanimous

Cllr Lane declared a non-pecuniary interest in this item as he had visited the application site and spoken with a neighbour, but he had remained neutral and not expressed an opinion on this application and remained present for the discussion and voting thereon.

118. Application: 8/21/0761/OUT 7-9 The Starre Inne Purewell Christchurch BH23 1EH

Development of ground-floor office space with 4 x 1-bed apartments above

Cllr Tarling proposed a motion that support be raised for this application as it was sympathetic to the neighbouring properties. This proposal was seconded by Cllr Fotheringham.

RESOLVED that support be raised for this application.

Voting: unanimous

119. **Actions and Recommendations from the Neighbourhood Plan Working Group**
It was proposed by Cllr Tarling and seconded by Cllr Spittle that Cllr Carina Gordon should accommodate a seat as a “non-planning committee” elected Member of the Neighbourhood Plan Working Group and to vacate her volunteer role.

RESOLVED that Cllr Carina Gordon should accommodate a seat as a “non-planning committee” elected Member of the Neighbourhood Plan Working Group and to vacate her volunteer role.

Voting: unanimous

The meeting ended at 7.15pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

COMMUNITY COMMITTEE

Minutes of the Meeting held on 31 August 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 C A Gardiner, Cllr W Grace, Cllr S McCormack and Cllr Mrs S Spittle.

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

Members of the Public present: 7

Members of the Press present: 0

120. Declarations of Interest

Cllr Mrs Spittle declared a non-pecuniary interest in minute no. 128 (Avon and Friars Cliff Beaches -Seaweed) as she owned a beach hut at 89B Avon Beach and remained present for the discussion and voting thereon.

Cllr Mrs Bungey declared a non-pecuniary interest in minute no. 128 (Avon and Friars Cliff Beaches -Seaweed) as she owned a beach hut at 97 Fryers Cliff and remained present for the discussion and voting thereon.

Cllr Mrs Spittle declared a non-pecuniary interest in minute no. 131 (Tuttons Well – Guide Hut Culvert) as her mother in her capacity as District Commissioner had installed the original Guide Hut and remained present for the discussion and voting thereon.

Cllr Mrs Spittle and Cllr Mrs Bungey joined the meeting at 6.01pm

121. Public Participation

A resident spoke on minute no. 127. (Community Speed Indicator Device (SID) – Sopers Lane Christchurch).

122. Public Questions

There were no questions from the public on this occasion.

123. Minutes of Previous Meeting

The minutes of the meeting held on 29 June 2021 were agreed and signed as an accurate record.

Voting: unanimous

124. Trees at the Quomps

The Chairman requested an update on the planting of 2 Common Alder trees at the Quomps, one of which would be dedicated to the memory of Honorary Freeman Cllr Colin Bungey.

The Town Clerk informed the Committee that he was liaising with Cllr Mrs Sue Bungey regarding a large specimen tree to be planted.

RESOLVED that Members noted the verbal update.

125. Notice boards at Druitt Gardens and Old Town Hall which may need Listed Building Consent.

The Town Clerk informed Members that a bespoke notice board which would be more befitting for Druitt Gardens could be considered.

Members questioned why a free-standing notice board outside the Town Hall was not being considered, the Town Clerk advised that a free-standing notice board may need listed Building Consent and a free-standing one may cause problems in terms of the setting of the listed status of the Town Hall.

RESOLVED that:

- 1) the Town Clerk be delegated to investigate the planning possibility of a notice board for the Old Town Hall which is sympathetic and in-keeping with the listed building with BCP Council and report back to a future meeting of Resources; and**
- 2) re-locate the Druitt Gardens Noticeboard at Wick Lane entrance to a new site in Druitt Gardens after discussion with the Friends of Druitt Gardens.**

Voting: unanimous

126. **Tables & Chairs & 'A' Boards – Section 151 Highways Act 1980**

The Chairman updated Members that she had visited the High Street and noted all the A boards and tables and chairs that were on the pavements. She had written to Highways Officer, who has been extremely helpful. 'A' Boards were allowed on the High Street as long as they were touching the actual shop that they were advertising. The Council needs to know who had a licence to allow them to put tables and chairs on the path. Only three had approval, Kelly's Kitchen, MAW and Patisserie. 21 other shops had either 'A' boards, or tables and chairs or both.

The Chairman further advised that BCP Highways Officers had visited Christchurch High Street and spoken with the premises in question regarding the 'A' boards which were blocking the footpath. They were informed of BCP's Council 'A' board Policy. This is something BCP have added to their monitor list to ensure all premises remain compliant. Officers were unable to access The Ship and Priory Fryer as both were closed at the time of the visit so these will be revisited during opening hours. Coast Coffee had made an application.

The Chairman revisited the High Street last week and many of the businesses had taken notice of the Highways Officers, but some were just flouting the ruling. When BCP Officers are next in the area they will be spoken to again.

BCP Highways are currently awaiting approval for a storage area to allow them to take further enforcement action on premises who flout the rules. This means they will be able to start confiscating 'A' Boards and tables and chairs from such premises.

RESOLVED that the verbal update was noted.

127. **Community Speed Indicator Device (SID) – Sopers Lane Christchurch**

The Town Clerk submitted automated traffic count data spreadsheets for Sopers Lane and Willow Drive, copies of which had been circulated to each member and a copy of which appears as Appendix 'A', 'B' and 'C' to these Minutes in the Minute Book.

Members were updated on concerns raised by a resident for speeding along Sopers Lane and the recent response received from BCP Road Safety Team.

BCP advised that resources are stretched and therefore unable to say if they were able to procure a SID for this site, although the Town Council may be able to help with funding a SID which would cost approximately £4,000 - £5,000.

A resident spoke raising concerns for speeding, stating that cars were travelling along Sopers Lane in excess of 30 miles per hour and also raised concerns for traffic congestion. He was disappointed with the response from BCP. He asked the council if there was anything that could be done

The Town Clerk advised that the Town Council would work collectively with BCP to get some action and write to the School Headmaster to see if they had concerns for the speed of traffic, and could also consult with residents and businesses.

RESOLVED that:

- a) the Town Clerk be delegated to write to BCP to enquire how many SIDs are allocated to the Christchurch area;**
- b) write to Twynham School Headmaster to if enquire if they would support traffic speeding concerns; and**
- c) liaise with BCP regarding the way forward for speeding concerns along Sopers Lane Christchurch.**

Voting: unanimous

128. Avon and Friars Cliff Beaches -Seaweed

Cllr Mrs Spittle informed members that BCP were contacted regarding the seaweed and that 1 skip at Avon Beach had been filled with seaweed, but there was still a lot of seaweed on the beach. She enquired how this Council would progress in the future with this issue and whether BCP had a policy for clearing litter on the beaches. Cllr Spittle felt that the Noisy Lobster business needed to meet with BCP Council and the Environment agency on site to discuss this issue. Cllr Mrs Spittle further informed the committee that there may be the possibility of a misconnected sewer causing problems.

Members questioned how the former Christchurch Borough Council had dealt with seaweed clearance from the beaches in previous years.

The Town Clerk suggested that Members question how much had been spent on Bournemouth and Poole beaches clearance of seaweed.

Cllr Spittle proposed a motion that a meeting be arranged on site with Officers and Cllrs Coulton, Spittle, Jarvis, Dedman, Bungey, and Hilliard to discuss the state of the beaches during the summer of 2021. The proposal was seconded by Cllr Dedman.

RESOLVED that:

- a) a meeting be arranged on site with Officers and Cllrs Coulton, Spittle, Jarvis, Dedman, Bungey and Hilliard to discuss the state of the beaches during the summer of 2021;**
- b) BCP's policy regarding this matter be discussed;**
- c) the Environment Agency be invited to attend the meeting;**
- d) press Wessex Water to continue with misconnected sewer investigation; and**
- e) the BCP Portfolio holder for Christchurch be invited to attend the meeting.**

Voting: unanimous

Cllr Mrs Spittle declared a non-pecuniary interest in minute no. 128 (Avon and Friars Cliff Beaches -Seaweed) as she owned a beach hut at 89B Avon Beach and remained present for the discussion and voting thereon.

Cllr Mrs Bungey declared a non-pecuniary interest in minute no. 128 (Avon and Friars Cliff Beaches -Seaweed) as she owned a beach hut at 97 Fryers Cliff and remained present for the discussion and voting thereon.

129. **Christmas Lights**

Town Clerk informed Members that a new Project Officer was being interviewed and if appointed would work with the Task and Finish Group to discuss arrangements for the Christmas lights.

RESOLVED that the Committee creates a Task & Finish Group comprising of no more than 5 members of Community Committee to oversee and facilitate the work of Officers concerning this matter with the following membership:

Cllr G Jarvis

Cllr S McCormack

Cllr L Dedman

Cllr C Gardiner

Cllr V Charrett

Voting: unanimous

130. **Druitt Gardens**

The Chairman provided Members with an update from the Christchurch Antiquarians and advised that they were awarded a grant by the Town Council to conduct subsurface samples using a small drill. Permission had been obtained from Historic England and plans were being made to carry out the work later this year following further discussions with the Town Clerk.

RESOLVED that:

- 1) a post and rail fence be installed at the boundary running along the North-East to South-West and adjacent to a neighbouring property and a budget of £4,500 (exc VAT) be set-aside for this; the Town Clerk be**

- authorised to discuss with the neighbours any concerns about location and position of the fence;
- 2) the town clerk contact BCP Planning policy to see if this would be a good use of Community Infrastructure Levy.
 - 3) Ground Elder clearance takes place in this area which shall require specialist contractors and a budget of £2,500 (exc VAT) be allocated for this work;
 - 4) Fees for hire and delivery of machinery such as rotavators be included £300 (exc VAT);
 - 5) Replacement Tree planting is required following 3 trees which have been felled (1 the subject of Tree Works notification: 8/21/0609/REG14 – Holm Oak adjacent to the Creedy Path) and the further loss of a Sycamore during inclement weather adjacent to the Green Man Tree. Further the Friends of Druitt Gardens have been approached by the Women’s Institute and a resident who have requested x2 commemorative trees. In response x6 Common Oaks be purchased to replace these losses at a cost of £100 per tree (exc delivery and VAT) and £100 for tree stakes/straps (£700 exc VAT and delivery). That the Town Clerk discuss with the WI and the resident of reducing Council costs by way of benefactor contributions for these 2 trees;
 - 6) a Crab Apple tree that is seriously damaged by the path between Warne’s areas 3 and 4 be replaced and a budget of £200 be set-aside for this replacement (exc VAT and delivery); and
 - 7) to increase pollinators in the Gardens more wildflowers, small shrubs and bulbs are required. Warne’s Area 3 is currently open grassland and has a good display of spring Crocus, Snow Drop and Daffodil, but after this period no real attractors. Working with the Friends of Druitt Gardens a plan is currently being compiled to detail an approach to this area and neighbouring areas in terms of wildflower planting. It is estimated that a budget of £1,500 (exc VAT) be set aside for this work. Total Budget to be ear-marked = £9,700 (exc VAT and Delivery charges).

Voting: unanimous

131. Tuttons Well – Guide Hut Culvert

Cllr Jarvis raised concerns that following a meeting she had with a trustee of Tuttons Well Guide Hut, that the culvert at Tuttons Well Guide Hut required maintenance.

Members were informed that the Town Council owned the Guide Hut and this was leased to the Guides.

A Trustee of Tuttons Well Guide hut stated that surface water drainage had been diverted by Wessex Water into the culvert. The friends of Tutton Well Committee had discussed on 5 Jan 1999 at a meeting that bore holes had been created at the culvert.

RESOLVED that the Town Council:

- a) immediately reinstates the grate;**
- b) immediately reinstates a sign on a pole which explains the dangers; and**
- c) delegates to the Town Clerk to Contact Wessex water to request that they rod out the drain to clear it.**

Voting: unanimous

Cllr Mrs Spittle declared a non-pecuniary interest in this item as she was an Ambassador for Guiding as her mother in her capacity as District Commissioner had installed the original Guide Hut and remained present for the discussion and voting thereon.

132. Access to BCP Departments

The Chairman withdrew her request to bring this item to committee.

133. 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 personal information of the matter relating to living individuals.

Voting: unanimous

134. Complaint received by a resident of Christchurch (Exempt)

The Town Clerk updated Members on a complaint received by a Christchurch resident.

The meeting ended at 8.01pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

PERSONNEL SUB-COMMITTEE

Minutes of the Meeting held on 1 September 2021 at 10.15am at The Old Town Hall,
30 High Street, Christchurch, BH23 1AY

Present:-

Chairman: Cllr Mrs S Bungey

Present: Cllr A Coulton, Cllr W Grace.

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

Members of the Public present: 0

Members of the Press present: 0

135. Apologies for Absence

There were no apologies for absence of this occasion.

136. Election of Chairman

There were no declarations of interest on this occasion.

Cllr Mrs S Bungey was appointed Chairman for the duration of the meeting.

Voting: unanimous

137. Declarations of Interest

There were no declarations of interest on this occasion.

138. Public Participation

There was no public participation on this occasion.

139. Public Questions

There were no questions from the public on this occasion.

140. Exclusion of Press and Public

RESOLVED 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

141. Interviews for the role of Mayor's Secretary (Exempt)

The meeting was adjourned for interviews to take place for the role of Mayor's Secretary.

The meeting was reconvened. Due to one of the applicants not being able to attend the meeting on this date, Members agreed to appoint a candidate once the final applicant had been interviewed on 6 September.

The meeting ended at 1.20pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

EXTRAORDINARY PLANNING AND REGULATORY COMMITTEE

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

Present:-

Vice-Chairman: Cllr V Charrett (in the chair)

Present: Cllr M Cox, Cllr T Lane, and Cllr S Spittle.

Apologies: Cllr S Fotheringham, Cllr G R Jarvis and Cllr M J Tarling

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

Members of the Public present: 5

Members of the Press present: 0

142. Declarations of Interest

There were no declarations of interest on this occasion.

143. Public Participation

An elector spoken in objection to Planning Application: 8/21/0387/HOU 23 Wick Lane, Christchurch BH23 1HT.

144. Public Questions

There were no questions from the public on this occasion.

145. Planning Application:

Members were asked to consider the application listed below and that the following comments be forwarded to Bournemouth, Christchurch and Poole Council:

Cllr Cox stated that he would call in this application as a BCP Councillor.

Application: 8/21/0387/HOU 23 Wick Lane, Christchurch BH23 1HT

The remodel of an existing bungalow to provide an extension to the side and rear and first floor accommodation.

An elector spoke in objection as a neighbour of the proposed application and raised concerns for the external visual changes. He felt that the revised application was equally as bad as the original proposed application and that previous concerns had not been addressed. He further raised concerns for the following:

- Upstairs window looked into their patio, garden and windows
- Velux windows were still overlooking with no privacy
- Over development of plot
- Height of the house was oppressive and overbearing
- Single storey extension was right up to their boundary
- Contrary to policies HE2 and HE12

Cllr Coulton, Priory Ward Member spoke in objection to this application and stated that the scale of the proposal would create an oppressive house which was contrary to policies HE2 of Christchurch and East Dorset Local Plan: Core Strategy and saved policy H12 of the Christchurch Local Plan. This would result in loss of light, overshadowing, overlooking and would take away privacy affecting the amenity to neighbours

RESOLVED that OBJECTION be raised due to the design, bulk, and height of the proposal and the loss of amenities to neighbours, contrary to policies HE2 of Christchurch and East Dorset Local Plan: Core Strategy and saved policy H12 of the Christchurch Local Plan 2001. The committee did not feel that planning conditions would overcome the harm to amenities.

Voting: unanimous

The meeting ended at 6.42pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

PERSONNEL SUB-COMMITTEE

Minutes of the Meeting held on 2 September 2021 at 11.30am at The Old Town Hall,
30 High Street, Christchurch, BH23 1AY

Present:-

Chairman: Cllr Mrs S Bungey

Present: Cllr A Coulton, Cllr W Grace.

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

Members of the Public present: 0

Members of the Press present: 0

146. Apologies for Absence

There were no apologies for absence on this occasion.

147. Election of Chairman

Cllr Mrs S Bungey was appointed Chairman for the duration of the meeting.

Voting: unanimous

148. Declarations of Interest

There were no declarations of interest on this occasion.

149. Public Participation

There was no public participation on this occasion.

150. Public Questions

There were no questions from the public on this occasion.

151. Exclusion of Press and Public

Members 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.

Voting:

152. Interviews for the role of Projects Officer (Exempt)

The meeting was adjourned to interview the applicant for the role of Projects Officer.

The meeting was reconvened on having heard the applicant,

The meeting ended at 12.21pm

CHAIRMAN

CHRISTCHURCH TOWN COUNCIL

PERSONNEL SUB-COMMITTEE

Minutes of the Meeting held on 6 September 2021 at 11.00am at The Old Town Hall,
30 High Street, Christchurch, BH23 1AY

Present:-

Chairman: Cllr Mrs S Bungey

Present: Cllr A Coulton, Cllr W Grace.

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

Members of the Public present: 0

Members of the Press present: 0

153. Apologies for absence

There were no apologies for absence on this occasion.

154. Election of Chairman

There were no declarations of interest on this occasion.

Cllr Mrs S Bungey was appointed Chairman for the duration of the meeting.

Voting: unanimous

155. Declarations of Interest

There were no declarations of interest on this occasion.

156. Public Participation

There was no public participation on this occasion.

157. Public Questions

There were no questions from the public on this occasion.

158. Exclusion of Press and Public

Members 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.

Voting:

159. Interviews for the role of Mayor's Secretary (Exempt)

The meeting was adjourned for the interview to take place for the role of Mayor's Secretary.

Members discussed the candidate's merits and suitability for the position of Mayor's Secretary.

The meeting was reconvened having heard all the applicants.

The meeting ended at 12.30pm

CHRISTCHURCH TOWN COUNCIL

RESOURCES COMMITTEE

Minutes of the Meeting held on 7 September 2021 at 6.00pm at Homelands Hall,
Kings Avenue, Christchurch, BH23 1NA

Present:-

Chairman: Cllr A Coulton

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

Apologies: Cllr M Cox, Cllr W Grace and Cllr Polson

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

Members of the
Public present:

Members of the
Press present: None present

160. Election of Chairman

Cllr Coulton was elected Chairman of the Committee for the duration of the meeting.

Proposed: Cllr Hilliard

Seconded: Cllr McCormack

161. Declarations of Interest

There were no declarations of interest on this occasion.

162. Minutes of Previous Meeting

The minutes of the meeting held on 3 August 2021 were agreed and signed as an accurate record.

Proposed: Cllr Hilliard

Seconded: Cllr McCormack.

Voting: Unanimous

163. Public Participation

There was no public participation on this occasion.

164. Public Questions

There were no questions from the public on this occasion.

165. Town Clerk's Report

The schedule of payments for the period 01.08.2021 to 31.08.2021 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 August 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.

Cllr Hilliard queried Rejuvenate invoice whereupon it was remarked by Rejuvenate that they should not have billed the Mayor for IT assistance. The Town Clerk mentioned that he recalled the matter and shall follow-up with Rejuvenate.

Cllr McCormack proposed that the monthly accounts be signed as correct.

Cllr Gardiner seconded the proposition.

RESOLVED that:

c) the schedule of payments for the period 01.08.2021 to 31.08.2021 be approved; and

d) the monthly accounts for the period to the end of August 2021 be noted.

Voting: Unanimous

166. Budget Virement for Tuttons Well Guide Hut

The Town Clerk updated Members on virement of £5,000 from Knapp Mill Open Space to prop up Tuttons Well Guide Hut budget. This follows recent requests from the Guide Association tenant working with Cllr Jarvis to help clear the boundary and culvert from overgrown bushes and rushes. The Town Clerk commented that the budget currently for Tuttons Well was insufficient to deal with the clearance request and proposed that a virement from the Knapp Mill Open Space budget of £5000 to be added to the current Tuttons Well budget would suffice.

Cllr Hilliard proposed the virement as set-out by the Town Clerk.

Cllr McCormack seconded the proposition

RESOLVED that virement of £5000 from the Knapp Mill Open Space budget to the Tutttons Well budget takes place.

Voting: Unanimous.

The meeting ended at 19:06pm

CHAIRMAN