



Christchurch Town Council

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

Full Council Agenda

Tuesday, 8 February 2022, 6.00pm

You are summoned to attend an **extraordinary** meeting of the **Christchurch Town Council** to be held at Christchurch Library, Room 14, High Street, Christchurch, BH23 1AW **on Tuesday, 8 February 2022 at 6.00pm.**

Membership:

Mayor: Cllr Mrs S Bungey

Deputy Mayor: Cllr A E Coulton

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

2 February 2022

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. BCP Local Plan Issues and Options Q & A | Verbal report |
| Members to consider the BCP Local Plan Issues and Options and to resolve a response to BCP on the consultation. | |
| Local Plan – Issues and Options Consultation Have Your Say Bournemouth, Christchurch and Poole (bcpcouncil.gov.uk) | |
| 4. Community Grants Awards | 4 |
| Members to consider recommendations from the Community Grants Working Group meetings held on 24 January 2022 and 25 January 2022. | |
| 5. Town Clerk’s Report | 5 – 6 |
| Income/Expenditure January 2022 for information. | |
| 6. Mundeford Cricket Pavilion | 7 – 10
Appendices
1 & 2 |
| Members to consider the updated specification as detailed in the attached quotation for security shutters at Mundeford Cricket Pavilion and to resolve accordingly. | |
| 7. Interim Audit Report | Report to follow |
| Members to consider the contents of the Interim Audit Report. | |

8. Town Crier - Costings

Members to receive an update from the Mayor.

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.

Recommendations from the Community Grants Working Group meetings held on 24 January 2022 and 25 January 2022.

RECOMMENDED to Full Council that Community Grants be awarded to the following organisations:

- a) £114 to 4th Christchurch Brownies and Guides
- b) £350 to Mundeford Guide Hall
- c) £1,000 to 10th Christchurch (Mundeford) Sea Scouts
- d) £1,000 to Mundeford Cricket Club
- e) £1,000 to Stanpit Village Hall
- f) £1,000 to Christchurch Carnival Committee

**Christchurch Town Council
Full Council – 8 February 2022
Schedule of Payments for Approval**

**Agenda
Item 5**

Invoice Date	Invoice Number	Supplier	Details	Net Amount	VAT	Gross Amount
20.02.22		Payroll & Tax Co	January Payroll	£10,551.48	£0.00	£10,551.48
12.01.22	BK204532-1	SLCC	Practitioners' Conference (15 - 17 February 2022)	£75.00	£15.00	£90.00
20.01.22	19UC101-0003	Geosphere Ltd	Parish Online	£63.00	£12.60	£75.60
20.01.22	BK204654-1	SLCC	Training webinar:Government's Reforms to the Planning System	£30.00	£6.00	£36.00
20.01.22	BK204655-1	SLCC	Training webinar:Managing Local Council Elections	£15.00	£3.00	£18.00
20.01.22	BK204653-1	SLCC	Training webinar:appraisal Techniques:	£30.00	£6.00	£36.00
20.01.22	BK204656-1	SLCC	Training webinar:consideration of Bad / Unlawful Planning decisions	£30.00	£6.00	£36.00
20.01.22	BK204661-1	SLCC	Training webinar:Employment: The Basics	£30.00	£6.00	£36.00
20.01.22	BK204657-1	SLCC	Training webinar:Committees, Sub-Committees and Working Groups	£15.00	£3.00	£18.00
20.01.22	BK204658-1	SLCC	Training webinar: Marketing, Branding & Communications	£30.00	£6.00	£36.00
20.01.22	BK204659-1	SLCC	Training webinar:Risk Management	£30.00	£6.00	£36.00
20.01.22	BK204662-1	SLCC	Training webinar:Themed Summit - Climate Change	£45.00	£9.00	£54.00
20.01.22	BK204663-1	SLCC	Training webinar:Themed Summit - Community Engagement	£45.00	£9.00	£54.00
			Direct payments made:	£10,989.48	£87.60	£11,077.08
11.01.22	8071481371	Sharp	rental charge for the period: 01/01/2022 - 31/03/2022& printing	£178.35	£35.67	£214.02
11.01.22		W H Smith	Expenses reimbursed-2 Frames for Meritorious Award certificates	£6.24	£1.24	£7.48
11.01.22	2076677632	Source for Business	Water Rates- Douglas Ave Allotments	£27.15	£5.43	£32.58
11.01.22	2076675945	Source for Business	Water Rates- Southey Rd Allotments	£101.09	£20.22	£121.31
12.01.22	38862	PP Printing	Quill Flag & base	£139.00	£27.80	£166.80
17.01.22		W H Smith	Expenses reimbursed-laptop USB	£14.99	£0.00	£14.99
18.01.22		Bournemouth Water	Water tap at Quay	£13.62	£0.00	£13.62
19.01.22	16223	Rejuvenate	replace laptop battery- labour	£24.00	£4.80	£28.80
19.01.22	16222	Rejuvenate	Laptop update & Wi-Fi not connecting	£240.00	£48.00	£288.00
25.01.22	16264	Rejuvenate	Laptop battery Replacement for LPT-02	£51.98	£10.40	£62.38
25.01.22	592	Dorset Environmental Records	Christchurch Wildlife Report	£360.00	£72.00	£432.00
25.01.22	2447	Scribe	Scribe Accounts Annual Subscription	£950.00	£190.00	£1,140.00
27.01.22	30	SuckXLtd	Removal of Christmas Lighting Scheme	£6,592.50	£1,318.50	£7,911.00
28.01.22	130287069	Zoom	Expenses Reimbursed-Video Communications-on line meetings	£11.99	£2.40	£14.39
31.01.22	16297	Rejuvenate	Councillor's laptop issues	£40.00	£8.00	£48.00
25.01.22	3162	Payroll & Tax Co	Payroll processing charge for November	£58.50	£11.70	£70.20
25.01.22	3163	Payroll & Tax Co	Payroll processing charge for December	£58.50	£11.70	£70.20
25.01.22	3211	Payroll & Tax Co	Payroll processing charge for January	£58.50	£11.70	£70.20
				£8,926.41	£1,779.56	£10,705.97
			Total payments	£19,915.89	£1,867.16	£21,783.05

Signed by:
Cllr Mike Cox
Chairman of Resources Committee
Date:

Agenda Item 6

Report Title Mundeford Cricket Pavilion

Report Type:	Public Report for Decision
Purpose of Report:	To give councillors the information to agree to a change of specification and contractor for the installation of security shutters at Mundeford Cricket Pavilion.
Recommendations:	It is RECOMMENDED that: 1)The Town Council: Members consider the report and appendix that includes an updated quotation and brochure outlining the specification of the install; 2) Agree to the change of contractor; 3) Agree to the updated specification as detailed in the quote; 4) Delegate to the Project Officer to engage Absolute Shutters to install the solution; 5) Delegate the Town Clerk to pay the invoice in line with the terms of the quotation.
Wards:	All Wards
Contact Officer:	Daniel Lucas – Town Clerk

1. BACKGROUND

Mundeford Cricket Pavilion

- 1.1. Following repeated vandalism at Mundeford Cricket Pavilion members instructed the Town Clerk to source security solutions to prevent further damage to the windows
- 1.2. At the Resources Committee meeting on the 11th January 2022 it was resolved that
- (a) **Members agreed the quotation from Britannia Security Shutters for option 2 – which had SWS 1000 gates instead of the shutters**
 - (b) **the Town Clerk be delegated to instruct Britannia Security Shutters as the Council’s chosen contractor and to contract accordingly on behalf of the Council subject (e) below; and**

- (c) **the Town Clerk be authorised to pay any resultant invoice in line with the agreed quotation of £8,100 plus VAT £1,620 with the total sum payable £9,720**
- (d) **the funds to come from the Community Infrastructure Levy; and**
- (e) **if the quotation following the site survey increases more than 10% net of vat than the current quotation received of £8,100 plus vat, and subject to the Town Clerk getting pictures of how the comparison will look and agreement from the cricket Club, then the quotation to be considered by Resources committee again**

- 1.3. Following the receipt of this quote Britannia Security Shutters have gone into receivership.
- 1.4. Absolute Shutters have bought the book from the receivers and are supporting customers on works quoted and warranties.
- 1.5. The Project Officer has met with Absolute Shutters and conducted a site visit to ensure the original quotation and specification was fit for purpose.
- 1.6. While conducting the site visit it was recommended by the contractor that electric shutters would be safer, more secure and a easier to use system. They would also be recessed into the eaves of the veranda giving a more aesthetic appeal and giving better access rather than gates that would obscure the view and access even when opened by 2ft per gate.
- 1.7. The front elevation of the veranda will be enclosed with white shutters rather than just the windows, the sides by gates akin to the original quote (no access issues as these are supposed to be closed off with the balcony). The doors and windows to the side elevations will have security steel door sets with frames and windows covered with grills.
- 1.8. Access will be via a key switch placed on the outside of the veranda.
- 1.9. Once authority has been given to proceed it is foreseen that the manufacturing element will take 2-3 weeks and installation is planned to be 1 day.
- 1.10. Attached to this report is the quotation provided by Absolute Shutters, a brochure and specific images of the shutters that will be installed.

2. IMPLICATIONS

Legal

- 2.1. None.

Environmental

2.2. None directly from this report.

Financial and Risk

2.3. None.

Equalities

2.4. None directly from this report.

Consultation and Engagement

2.5. Consultation has been made with David Vines of Mundeford Cricket who gives his full support to this change.

3. CONCLUSION

3.1. In Summary the new proposal:

- (a) Will provide a more secure, safer and easier access point for users.
- (b) Give the building a better visual appeal compared to steel gates
- (c) Does not increase the cost from the original quotation. New cost £8,080.00 + VAT
- (d) Gives a 5-year warranty on the products

3.2. Members are asked to consider the report and to approve the recommendations outlined.

Appendices:

Absolute Shutters Quotation No: Q031331 – PDF

Seceuro Shield Brochure – PDF

Images of the proposed shutters

