



# Christchurch Town Council

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

## Resources Committee Agenda

**Tuesday, 7 February 2023, 6.00pm**

You are summoned to attend a meeting of the **Christchurch Town Council** to be held at Christchurch Library, Room 14, High Street, Christchurch, BH23 1AW **on Tuesday, 7 February 2023 at 6.00pm.**

**Membership:**

**Chairman:** Cllr Mrs S Spittle

**Vice Chairman:** Cllr W Grace

Cllr A Coulton

Cllr M Cox

Cllr L Dedman

Cllr C A Gardiner

Cllr P Hilliard

Cllr G E E Polson

Cllr M J Tarling

The business to be transacted is set out overleaf

Vanessa Ricketts FSLCC

**Interim Town Clerk**

1 February 2023

# Agenda

**1. Apologies for Absence**

To receive and agree by resolution 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 December 2022 (copy attached).

**4. Public Participation**

In accordance with the Council's Standing Orders the period of time designated for Public Participation cannot exceed 15 minutes unless directed by the Chairman of the meeting and a member of the public shall not speak for more than 5 minutes.

**5. Public Questions**

Members of the public who wish to ask a question at the meeting shall give notice to the Town Clerk of the question no later than 12 noon on the working day before the meeting is on. The question stated in the notice shall be the question asked at the meeting. The Chairman will call on those wishing to speak in turn, each questioner being allowed to speak for a maximum of 3 minutes. Those wishing to speak shall state their name and address.

**6. Town Clerk's Report**

Income/Expenditure January 2023 for information.

To follow

**7. Video Door Entry System for the Old Town Hall**

To receive and consider quotation for a video door entry system for the Old Town Hall. Appendix 1

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 December 2022 at 6.00pm Christchurch Library,  
Room 14, High Street, Christchurch, BH23 1AW

Present: -

Chairman: Cllr Mrs S Spittle

Vice-Chairman: Cllr W Grace

Present: Cllr A Coulton, Cllr M Cox, Cllr L Dedman, Cllr P Hilliard and Cllr M J Tarling.

Apologies: Cllr C A Gardiner

Officers present: Zeynep Aktuna, Democratic Services Officer, James Atkinson, Project Officer, Vanessa Ricketts, Interim Town Clerk

Other Members

Present: Cllr Charrett and Cllr Luscombe

Members of the Public present: 3

Members of the Press present: 0

#### **239. Declarations of Interest**

There were no declarations of interest on this occasion.

#### **240. Minutes of Previous Meeting**

The minutes of the meeting held on 1 November 2022 were agreed and signed as an accurate record subject to the last line on page 118 to read 2023-2024 and that the list of attendees to show "Other Members Present" as a separate section and to include Cllr Luscombe.

Voting: Unanimous

Proposed by: Cllr Hillard

Seconded by: Cllr Tarling

#### **241. Public Participation**

There was no public participation on this occasion.

#### **242. Public Questions**

There were no questions from the public on this occasion.

#### **243. Town Clerk's Report**

The schedule of payments for the period 01.11.2022 to 30.11.2022 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 November 2022 was submitted, a copy of which had been circulated to each member and a copy of which appears as Appendix 'B' to these Minutes in the Minute Book.

#### **RESOLVED that:**

- a) the schedule of payments for the period 01.11.2022 to 30.11.2022 be approved; and**
- b) the monthly accounts for the period to the end of November 2022 be noted.**

Voting: Unanimous

Proposed by: Cllr Coulton

Seconded by: Cllr Grace

#### **244. Mundeford Cricket Pitch**

Members considered a report in respect to the two projects required at Mundeford Cricket Ground, 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.

The Project Officer updated Members on the background of the project and the setting up of the Mundeford Cricket Pitch Task and Finish Group. He advised that the Group engaged closely with the key personnel of the Mundeford Cricket

Club on three occasions where they discussed pitch improvement and irrigation options as well as available grant funding options for the Club. He also advised Members regarding the Club's presentation where they shared their strategic aims, objectives, and future plans.

The Project Officer then outlined the key aspects of the new quote received for two irrigation options:

- A pop-up system (£39,000) with life expectancy 30+ years
- A traveling sprinkler (£35,000) with life expectancy 7 years – the system would bring about additional costs such as tractor, storage, and labour to pull the sprinkler.

The Project Officer explained that the tender would be on two different projects as agreed by the Task and Finish Group and that the companies could bid on one or both of the lots:

- Project 1 - The refurbishment of the outfield (the surface strip, topsoil cultivation, grading and re-establishment of the outfield)
- Project 2 - Introduction of a pop-up irrigation system

Cllr Tarling, as a Member of the Task and Finish Group, expressed thanks to the Club members in sharing the Club's community aspects and their aspirations in supporting youth and women participation in cricket. He then raised a concern over watering the outfield by reminding that the pitch was not exclusively used for cricket, but it was also a public space and suggested that options to only water the square should be explored. He also raised a concern over the water consumption and the maintenance cost of the pop-up system.

Some Members suggested that the site should firstly be acknowledged as a cricket pitch and that the public should be aware of the site's primary function as a cricket field. Cllr Cox, as the chair of the Task and Finish Group highlighted the traditional importance of the cricket and the Mudeford Cricket Pitch in history and suggested that The Council should support the Club moving forward.

In response to a Member's question regarding the watering of the outfield and what would happen if a system is not installed, the Project Officer quoted from Grounds Management Association's report to highlight the outfield's need for an effective irrigation system: *"It is noted that without a way to water the outfield through the summer, any works recommended here cannot improve grass cover and outfield quality sustainably as the loss of grass cover is likely every year in dry periods. Once grass is lost, ball roll and bounce will become variable."*

A Member considered that, despite there being an earmarked reserve for Project 1, the Club should fully fund both projects.

Members discussed that the Pavilion could be used for community activity that would help to generate some income to support the Club.

The Interim Town Clerk explained that the Club would apply for available grant funding options once they have a clearer idea about the project costings through the tender process. She also clarified that the other matters such as the renewal of the lease would be further elaborated in future stages.

**RESOLVED that the**

- a) Officers produce a Tender and publish it through Gov.uk contracts finder to find the best value for Project 1; The Surface strip, topsoil cultivation, grading and re-establishment of the outfield at Mudeford Recreation Ground**
  
- b) Officers produce a Tender and publish it through Gov.uk contracts finder to find the best value for Project 2; Introduction of an irrigation system at Mudeford Recreation Ground including an additional irrigation option to water the square only.**

Voting: Unanimous

Proposed by: Cllr Tarling

Seconded by: Cllr Hilliard

**245. Draft Budget 2023-2024**

Members considered a draft budget for the next financial year for recommendation to the next Full Council meeting, 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 Interim Town Clerk explained that the draft budget was based on last year's budget and included a 10% increase in the Service Level Agreements (SLA). The draft budget reflected:

- the additional sums for the acquisition of three assets (Barrack Road Recreation Ground, Skateparks at Two Riversmeet Arena and Watermans Park) including the additional SLA to maintain these assets and the earmark reserve each year to replace the assets at the end of their term,
- the cost of a Community Safety Accreditation Scheme (CSAS) Officer (£40,000 a year) as recommended by Community Committee,
- the cost of HR and Health & Safety Support - new cost to provide Health & Safety insurance and HR Support as legal requirements,
- the cost of Insurance - increased by £2,000 for additional assets,

- the cost of Advertising - increased by £2,000 for updated signage across assets,
- reduced Contingency,
- £4.44 (10%) increase a year in the precept from £43.38 to £47.82 (based on the existing tax base).

Members raised some questions and concerns over the proposed draft budget.

A Member suggested that 10% increase to the overall budget was too much and stated that the CSAS officer should be fully funded by BCP Council. Another Member agreed that the Council should not pay for a CSAS officer and suggested that the budgets for Climate Change, Coronation and Contingency should be decreased. A further Member argued that the Coronation budget could be decreased as it was expected to be a low-key event.

The Interim Town Clerk reminded that funding a CSAS Officer was agreed by the Community Committee. She advised Members that the BCP's funding a CSAS Officer was considered in a meeting with BCP's senior members where they stated there was no evidence to support a CSAS officer for Christchurch. The Mayor explained that the BCP was currently paying £30,000 for two security staff who only work two days a week and stated that the Council could top up the £10,000 in addition to BCP's £30,000 current fund.

Considering various suggestions by the Members, the Interim Town Clerk readjusted the draft budget by:

- Reducing the CSAS Officer budget to £10,000
- Reducing the Climate Change budget to £10,000
- Keeping the Coronation budget at £25,000

The Interim Town Clerk advised that the above adjustments would bring about a £1.97 (5%) increase a year from £43.38 to £45.35 on a Band D precept based on the existing tax base. She reminded Members that with the agreed budget for CSAS Officer at £10,000, there would be no guarantee the Council would have a dedicated CSAS Officer for Christchurch.

The Interim Town Clerk also highlighted that the Council was the lowest precepted town in Dorset with most town councils in Dorset having a Band D precept over £100.

Cllr Coulton left at 6.57pm.

**RESOLVED that the Draft Budget 2023-24 as agreed and as set out in the dialog of the minutes be recommended to the Full Council in January in order to set the precept (attached to these minutes as Appendix 'E').**

Voting: Unanimous

Proposer: Cllr Spittle

Seconder: Cllr Cox

**246. Christchurch Food Festival BID Application**

In the absence of the Mayor, Members agreed to refer the matter to Community Committee.

**RESOLVED that Christchurch Food Festival BID Application be referred to Community Committee.**

Voting: Unanimous

Proposer: Cllr Tarling

Seconder: Cllr Cox

The meeting ended at 7.04pm

CHAIRMAN