



## Christchurch Town Council

Old Town Hall | 30 High Street | Christchurch | Dorset | BH23 1EA  
townclerk@christchurch-tc.gov.uk  
01202 022479

### AGENDA

## FULL COUNCIL

To be convened: **Monday 18<sup>th</sup> September 2023** Time: **6:00PM**

Place of meeting: **Mudford Wood Community Centre, Pipers Drive, Christchurch, BH23 4TR**

■

Members are hereby SUMMONED to attend the above meeting to transact the following business. Members are respectfully reminded that each item of business should be carefully examined, with any pecuniary and non-pecuniary interests duly declared.

#### Members to be present:

V. Y. Charrett	(Town Mayor)	C. L. Lunn
P. A. Hilliard	(Deputy Town Mayor)	R. D. Luscombe
A. E. Coulton		S. J. McCormack
M. F. Cox		S. C. Perry
M. S. Davies		S. K. Prudom
C. A. Gardiner		S. M. Spittle
W. L. Grace		L. Stuart
E. R. Head		M. J. Tarling
G.R. Jarvis		
D. C. Jones		

James Atkinson  
Town Clerk & Proper Officer  
12 September 2023

#### PRAYERS

*The Council will be opened by Prayers led by the Mayor's Chaplain, the Reverend Canon Charles Stewart.*

#### 1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

## **2. DECLARATIONS OF INTEREST**

To receive declarations of interest from Members on any item of business to be transacted.

## **3. MINUTES**

To receive and confirm the minutes of the Full Council meeting held 10<sup>th</sup> July 2023 ([link](#)) and the Extraordinary Full Council meetings held 24<sup>th</sup> July 2023 ([link](#)) and 3<sup>rd</sup> August 2023 ([link](#)).

## **4. TOWN MAYOR'S ANNOUNCEMENTS**

To receive the Town Mayor's report and any announcements they may wish to give (attached, p. 4).

## **5. PUBLIC PARTICIPATION**

To receive representations from any member of the public in attendance.

*Order Note: Public Participation is conducted in accordance with Standing Orders to a maximum allotted time of fifteen minutes. Individual speakers are limited to three minutes under Order 3(g) or at the discretion of the presiding Chair.*

## **6. PUBLIC QUESTIONS**

To hear public questions, submit to the Council in accordance with Orders Y(aa) – Y(dd)

*Order Note: 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 convened. 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 in exercise of elector's rights.*

## **7. EXTRAORDINARY FULL COUNCIL MEETINGS**

To receive a report regarding the Extraordinary Full Council meetings held on 5<sup>th</sup> June 2023, 26<sup>th</sup> June 2023 and 24<sup>th</sup> July 2023, to consider its resolutions and to resolve to ratify the decisions made at these meetings (attached p. 5).

## **8. COMMITTEE REPORTS**

To receive any reports that Committee Chairs may wish to give for the following meetings:

*Order Note: Committee reports are opportunities for Committee Chairs to update the Full Council on business transacted and are not formal receipt or confirmation of committee minutes.*

- a) Resources Committee meeting held 5<sup>th</sup> September 2023.
- b) Planning & Regulatory Committee meetings held 18<sup>th</sup> July and 13<sup>th</sup> September 2023.
- c) Community Committee meeting held 11<sup>th</sup> September 2023.

## **9. PERSONAL STATEMENT FROM CLLR M. J. TARLING**

To receive a personal statement from Councillor M. J. Tarling.

## **10. APPOINTMENTS**

To consider appointments for:

- a) Community Grants Working Group (3 Members)
- b) Personnel Sub-Committee (1 Member)

## **11. CONFIRMATION OF SIGNATORIES TO THE PUBLIC SECTOR DEPOSIT FUND MANDATE**

To appoint a new signatory to the Public Sector Deposit Fund mandate.

## **12. CORPORATE PLAN**

To receive a presentation on the outline structure of the Corporate Plan with the content to be devised by Members.

JA/ZA 12.09.2023

**Mayor's Engagements 11 July 2023 – 18 September 2023**

14 July 2023	Avon Reach, Business Breakfast Club (attended by Deputy Mayor)	Avon Reach, Mundeford
14 July 2023	Wimborne Civic Day Walkabout (attended by Deputy Mayor)	East Dorset Museum
15 July 2023	Christchurch Priory Summer (attended by Deputy Mayor) Fete	Priory
16 July 2023	All Saint's Church Open air Service (attended by Deputy Mayor)	The Green, Corner of Mundeford and Falcon Drive
28 July 2023	New Milton Investiture	New Milton Rugby Club
05 August 2023	Age Concern Summer Party	Druitt Hall
19 August 2023	Igbo Community Dorset - New Yam Festival	St Mary's Catholic Church
26 August 2023	Dorset Ukrainian Community Independence Day	Redhill Park, BH9 2SP
01 September 2023	Air Festival - Royal Navy P2000 Archer Class ...	BCP Civic Office
02 September 2023	Air Festival - Beat the retreat	BCP Civic Office
03 September 2023	Air Festival - Tigers Army Parachute Display	BCP Civic Office
07 September 2023	New Lord Bute Opening	The Lord Bute, 181-185 Lymington Road, Highcliffe
08 September 2023	Blandford Civic Day	Park at Langton Road
09 September 2023	BCP 999 Emergency Services Flag Raising	BCP Civic Office
13 September 2023	Christchurch Civic Day	The Kings Arms Pavilion
16 September 2023	Ferndown Civic Service	King George V Playing Fields, BH22 9EN
17 September 2023	RAFA Battle of Britain Service	Priory

**Agenda Item 7**

**Extraordinary Full Council Meetings**

<b>Report Type:</b>	Public Report for Decision
<b>Recommendations:</b>	<b>It is RECOMMENDED that the Council ratifies its decisions taken at the Extraordinary Full Council meetings held on 5<sup>th</sup> June 2023, 26<sup>th</sup> June 2023 and 24<sup>th</sup> July 2023.</b>
<b>Contact Officer:</b>	James Atkinson – Acting Town Clerk

**1. PURPOSE OF THE REPORT**

- 1.1. To advise Members of the need to ratify the decisions taken at the Extraordinary Full Council meetings held on 5<sup>th</sup> June 2023, 26<sup>th</sup> June 2023 and 24<sup>th</sup> July 2023.

**2. BACKGROUND**

- 2.1. Council’s Standing Orders (V2.0 adopted September 2019 and reviewed May 2023) states that:
  - (a) The Mayor of the Council may convene an extraordinary meeting of the Council at any time.
  - (b) If the Mayor of the Council does not call an extraordinary meeting of the Council within seven days of having been requested in writing to do so by two councillors, any two councillors may convene an extraordinary meeting of the Council. The public notice giving the time, place and agenda for such a meeting shall be signed by the two councillors.
- 2.2. Three recent extraordinary meetings of the Council, namely 5<sup>th</sup> June 2023, 26<sup>th</sup> June 2023 and 24<sup>th</sup> July 2023 were incorrectly called by the previous Town Clerk of the Council and were contrary to Standing Orders.
- 2.3. In each of the cases above, the notice of the meeting was signed by the previous Town Clerk which obviously, is not permitted under Standing Orders as Town Clerks are not allowed to call extraordinary meetings. As such, it can be argued that the 3 meetings are invalid.

**3. CONCLUSION**

- 3.1. It could be argued that the Council has subsequently failed to convene its meetings in accordance with the required procedures. As such, any decisions made at these extraordinary meetings of the Council could be subject to legal challenge. It is, therefore, advised that Council resolve to reaffirm its major decisions as listed below.

Major Resolutions of Extraordinary Full Council meetings of 5<sup>th</sup> June 2023, 26<sup>th</sup> June 2023 and 24<sup>th</sup> July 2023.

DATE	MEETING	SUBJECT	MINUTE NUMBER	RESOLUTION
24-Jul-23	Full Council (Extraordinary)	CORPORATE PLAN WORKING GROUP	62	RESOLVED That the Extraordinary meeting of the Council be adjourned.
26-Jun-23	Full Council (Extraordinary)	TOWN HALL ROOF PROJECT	41	RESOLVED That Greendale Construction be appointed to carry out the proposed refurbishment and repair project to a projected cost of £234,482.91.
26-Jun-23	Full Council (Extraordinary)	LEASE NEGOTIATIONS	42	RESOLVED to congratulate the Town Clerk & Officers on presenting a business case for the acquisition of a new public building and office premises, with the Town Clerk delegated authority in accordance with the business case recommendations. RESOLVED to approve the project budget and reserve allocation proposal, with Full Council's agreement required for any budget variance in excess of 10% of the agreed project. RESOLVED to establish a project board to oversee project management conducted by officers, including commissioning of resources within the agreed project budget, consisting of the following members: Cllr. S Spittle, Cllr. E Head, Cllr. S Prudom, Cllr. M Tarling and Cllr. S McCormack. The board shall retain the power to co-opt other members if necessary and shall report to the Resources Committee. RESOLVED to draft Public Works Loan Board (PWLB) funding application and conduct a public consultation exercise as part of funding requirements.
05-Jun-23	Full Council (Extraordinary)	CO-OPTIONS	34	RESOLVED That the candidates' nominations be received and accepted en bloc.
05-Jun-23	Full Council (Extraordinary)	PUBLIC SESSION: CO-OPTION OF TOWN COUNCILLORS AND ACCEPTANCE OF OFFICE	37	RESOLVED That: a) Robert Luscombe be formally co-opted as a Town Councillor for the Jumpers and St Catherines Ward; b) Sandra Prudom and Emily Head be co-opted as Town Councillors for the Priory Ward.