



# Christchurch Town Council

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

## Resources Committee Agenda

**Tuesday, 7 July 2020, 6.00pm**

You are summoned to attend a meeting of the **Christchurch Town Council** to be held via Zoom conferencing facilities on **Tuesday, 7 July 2020 at 6.00pm.**

**Membership:**

**Chairman:** Cllr P Hilliard

**Vice Chairman:** Cllr A E Coulton

Cllr Mrs S Bungey

Cllr C A Gardiner

Cllr W Grace

Cllr F F T Neale

Cllr Mrs S Spittle

Cllr M J Tarling

Members of the public wishing to attend the meeting should contact the Town Clerk direct and the Zoom link and Password shall be provided.

The business to be transacted is set out overleaf

Daniel Lucas

**Town Clerk**

1 July 2020

For further information please contact Daniel Lucas on 01202 022479 or email [townclerk@christchurch-tc.gov.uk](mailto: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 9 June 2020 (copy attached)

3 - 4

**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 June 2020 for information.

5 - 6

**7. 2019/2020 – Unspent Budget Virement**

Report to Follow

To Follow

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 9 June 2020 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman: Cllr P Hilliard

Vice-Chairman: Cllr A Coulton

Present: Cllr Mrs S Bungey, Cllr C A Gardiner, Cllr W Grace, Cllr F F T Neale and Cllr M J Tarling.

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

Members of the Public present: None present

Members of the Press present: None present

**21. Declarations of Interest**

There were no declarations of interest on this occasion.

**22. Minutes of Previous Meeting**

The minutes of the meeting held on 6 May 2020 were agreed and signed as an accurate record.

Voting: nem.con.

**23. Public Participation**

There was no public participation on this occasion.

**24. Public Questions**

There were no questions from the public on this occasion.

**25. Town Clerk's Report**

The updated schedule of payments for the period 01.05.2020 to 01.06.2020 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 01. 06. 2020 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 Grace joined the meeting at 6.03pm.

The Town Clerk informed Members that the 2019/2020 election cost of £23,626.18 had not been anticipated, and as the election budget figure for this year was £8,000 that the overspend figure would come from Contingency and Reserves.

**RESOLVED that:**

- a) **the schedule of payments for the period 01.05.2020 to 01.06.2020 be approved; and**
- b) **the monthly accounts for the period to the end of 01. 06. 2020 be noted.**

Voting: nem.com.

**26. Equality and Diversity Policy**

Members considered the Equality and Diversity Policy.

**RECOMMENDED to Full Council that the Equality and Diversity Policy be adopted by the Council.**

Voting: nem.con.

The meeting ended at 6.28pm

CHAIRMAN



**Christchurch Town Council**  
**Resources Committee – 7 July 2020**  
**Schedule of Payments for Approval**

<b>Christchurch Town Council Payments List</b>						
<b>Payments List 01.06.20 - 30.06.20</b>						
Expenditure:						
<b>Invoice Date</b>	<b>Invoice Number</b>	<b>Supplier</b>	<b>Details</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Gross Amount</b>
19.06.20		The Payroll & Tax Accounts Ltd	Monthly Payroll	6313.22		£6,313.22
19.06.20	MEM224028	SLCC	Membership of the Society of Local Council Clerks	£328.00	£0.00	£328.00
28.06.20	CC/1	Mark Hooper	Emergency Tree Works at Christchurch Quay	£200.00	£40.00	£240.00
30.06.30		Unity Trust Bank	Service Charge	£22.20	£0.00	£22.20
			<b>Direct payments made:</b>	<b>£6,863.42</b>	<b>£40.00</b>	<b>£6,903.42</b>
09.06.20	1070542101	Bournemouth Water	Douglas Ave Allotments- water rates: 1.01.20 to 05.06.20	£51.06	£10.21	£61.27
10.06.20	19004	Rokill	rodent control Rutland Rd allotments 14/06/2020 to 13/09/2020	£148.00	£29.60	£177.60
15.06.20	SSL714	Seascape South Ltd	Repairs to Christchurch Quay Shelter	£221.06	£44.21	£265.27
22.06.20		DAPT	Membership of Dorset Assoc of Parish & Town Councils	£1,835.97	£0.00	£1,835.97
28.06.20	INV28275262	Zoom	Petty Cash payment-Video Communications-on line meetings	£11.99	£2.40	£14.39
29.06.20	2094	The Payroll & Tax Accounts Ltd	June payroll charge	£48.00	£9.60	£57.60
			<b>Payments to authorise:</b>	<b>£2,316.08</b>	<b>£96.02</b>	<b>£2,412.10</b>
			<b>Total payments</b>	<b>£9,179.50</b>	<b>£136.02</b>	<b>£9,315.52</b>

Signed by:

Cllr Paul Hilliard

**Chairman of Resources Committee**

**Date:**

