



Christchurch Town Council

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

Resources Committee Agenda

Tuesday, 5 November 2019, 6.00pm

You are summoned to attend a meeting of the **Christchurch Town Council** to be held at Druitt Hall, High Street, Christchurch BH23 1AJ on **Tuesday, 5 November 2019 at 6.00pm.**

Membership:

Chairman: Cllr P Hilliard

Vice Chairman: Cllr A E Coulton

Honorary Freeman Cllr C Bungey

Cllr Mrs S Bungey

Cllr C A Gardiner

Cllr W Grace

Cllr F F T Neale

Cllr Mrs S Spittle

Cllr M J Tarling

The business to be transacted is set out overleaf

Daniel Lucas
Town Clerk

30 October 2019

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. Minutes of the Previous Meeting

To confirm as a correct record the Minutes of the meeting of the Resources Committee held on 8 October 2019 (copy attached) including the exempt minutes (withheld from agenda due to exemption).

1 - 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

To Follow

7. Budget Report

To Follow

Budget setting for 2020/2021

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 8 October 2019 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Chairman: Cllr P Hilliard

Vice-Chairman: Cllr A Coulton

Present: Cllr Honorary Freeman Cllr C Bungey, Cllr Mrs S Bungey, Cllr A E Coulton, Cllr C A Gardiner, , Cllr F F T Neale, Cllr Mrs S Spittle, Cllr M J Tarling.

Apologies: Cllr W Grace

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

110. Declarations of Interest

There were no declarations of interest on this occasion.

111. Minutes of Previous Meeting

The minutes of the meeting held on 6 August 2019 were agreed and signed as an accurate record.

Voting: unanimous

112. Public Participation

There was no public participation on this occasion.

113. Public Questions

There were no questions from the public on this occasion.

114. Town Clerk's Report

An updated schedule of payments for August 2019 and September 2019 were circulated at the meeting were approved and signed, which appears as Appendix 'A' to these minutes in the minute book.

The monthly accounts for the period to the end of September 2019 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 August 2019 and September 2019 be approved: and**
- b) the monthly accounts for the period to the end of September 2019 be noted.**

Voting: unanimous

115. Budget Monitoring Report

A report was submitted, 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 Town Clerk provided an overview of the quarterly budget statement of the Council's current budgetary position.

RESOLVED that the report be noted.

116. Rutland Road Allotments

A report was submitted, 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 Town Clerk informed Members of the clearance work required on the allotment site.

Members questioned if a representative Councillor inspected the allotments site and requested that the Town Clerk arrange a site visit for Members.

RESOLVED that:

- (a) Resources Committee delegate to the Town Clerk in consultation with the Chairman and Vice-Chairman the organisation of contractors and the instruction of clearance works on the boundary of Rutland Rd Allotments and to the rear of Suffolk Avenue;**
- (b) Resources Committee delegate to, and authorises the Town Clerk in consultation with the Chairman and Vice-Chairman the investigation and service of any legal notice as necessary and the subsequent preparation of quotes for the removal of a substantial summerhouse on Plot 40a at Rutland Rd Allotments; and**
- (c) The Town Clerk in consultation with the Chair and Vice-Chair obtains three quotes for the repair of a leaking tap to one of the allotment's water butts and appoints as necessary for the repair.**

Voting: unanimous

CLlr Mrs S Spittle left the meeting at 7.04pm.

- 117. RESOLVED to exclude the press and public pursuant to Public Bodies (Admissions to Meetings) Act 1960 due to the confidential personal nature of the business and information to be transacted.**

Voting: unanimous

- 118. Macebearer contract/payroll**

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

Members were provided with a verbal update on the Macebearer's contract.

Voting: unanimous

- 119. Service Level Agreement - Grounds**

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

The Town Clerk provided a verbal update to Members on the Service Level Agreement.

Cllr M Tarling left the meeting at 7.34pm.

Voting: unanimous

The meeting ended at 7.50pm

CHAIRMAN