



Christchurch Town Council

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

Resources Committee Agenda

Tuesday, 12 December 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, 12 December 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

3 December 2019

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 5 November 2019 (copy attached)

4-6

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

7-8

7. Exempt Business

To consider passing a resolution to exclude the press and public pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the following matters relating to the personal information of an employee/individual.

8. Macebearer Contract (Exempt)

9. Overtime authorisation (Exempt)



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.

ITEM 3

CHRISTCHURCH TOWN COUNCIL

RESOURCES COMMITTEE

Minutes of the Meeting held on 5 November 2019 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Chairman: Cllr P Hilliard

Vice-Chairman: Cllr A Coulton (In the Chair)

Present: Cllr A E Coulton, Cllr C A Gardiner, Cllr W Grace, Cllr F F T Neale, Cllr Mrs S Spittle, Cllr M J Tarling.

Apologies: Honorary Freeman Cllr C Bungey, Cllr Mrs S Bungey, and Cllr P Hilliard

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

129. Declarations of Interest

There were no declarations of interest on this occasion.

130. Minutes of Previous Meeting

The minutes of the meeting held on 8 October 2019 were agreed and signed as an accurate record.

Voting: unanimous

131. Public Participation

There was no public participation on this occasion.

132. Public Questions

There were no questions from the public on this occasion.

133. Town Clerk's Report

An updated schedule of payments for October 2019 circulated at the meeting was 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 October 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 October 2019 be approved; and**
- b) the monthly accounts for the period to the end of October 2019 be noted.**

Voting: Nem. Con.

134. Draft Budget 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.

Members were asked to consider the Town Council's draft budget report for 2020/2021 and were informed that the Shadow Town Council had set the precept at £27.89 for 2019/2020 which was an extraordinarily low figure as the report highlighted in the comparisons for surrounding Councils in Dorset and Hampshire.

Members were informed that to meet the challenges in 2020/2021 it would be necessary for the precept per property to be raised from £27.89 to £41.95 and that this increase figure was a quarter of the Town Council's immediate neighbouring councils.

Members noted the following points:

- The draft budget increase was 5% across the board.
- £50,000 allocated in year one for the Neighbourhood Plan.
- £25,000 allocated for the Britain in Bloom competition as a Community Event.
- £12,000 introduced for grants.
- £29,000 increase in staffing costs for the creation of a new post.
- £8,000 Damage Contingency added to the draft budget following damage at Mudeford Recreation and the Old Town Hall this year.
- The Town Council had a minimum income stream of approximately £4,000.

RECOMMENDED to Full Council the draft budget for 2020/2021 noting the precept figure of £41.95 on a Band D property.

Voting: unanimous

The meeting ended at 7.21pm

CHAIRMAN

ITEM 6

Christchurch Town Council Payments List							
Payments List 01.11.19 - 30.11.19							
Expenditure:							
	Invoice Date	Invoice Number	Supplier	Details	Net Amount	VAT	Gross Amount
	04.11.19	Q59	Swanston Glass & Windows	Replacement windows-Mudeford Recreation	£374.16	£74.84	£449.00
	12.11.19	QL197341	SILCA	CiLCA Fees	£350.00		£350.00
	18.11.19		The Payroll & Tax Accounts Ltd	Monthly Payroll	£6,316.80		£6,316.80 *
				Direct payments made:	£7,040.96	£74.84	£7,115.80
	01.11.19	TEL6001	Rejuvenate	Phone Charges for Oct 19	£70.49	£14.10	£84.59
	10.11.19		British Legion Poppy Appeal	2 Wreaths for Remembrance Services	£70.00		£70.00
	19.11.19	181875	Rokill - CH74	Rodent control services at Rutland Rd allotments	£148.00	£29.60	£177.60
	19.11.19		Argos	Petty Cash Payment-Printer Paper	£11.96	£0.00	£11.96
	03.12.19		W H Smith	Petty Cash Payment-Printer Paper	£9.99	£0.00	£9.99
	03.12.19		Post Office	Petty Cash Payment-Postages Stamps- Mayor's xmas cards	£143.96	£0.00	£143.96
				Payments to authorise:	£454.40	£43.70	£498.10
				Total payments	£7,495.36	£118.54	£7,613.90
						Wages	£2,823.89
						Wages	£1,119.76
						Paye	£1,605.85
						Pru	£300.00
						* Pen Ers	£369.80
						Pen Ees	£97.50
							£6,316.80 *
Bank Account Reconciliation							
Date	Totals:	£0.00	£9,391.77				
01.10.19							
	Balance as at 01.11.2019	£290,628.33					
	Receipts	£0.00					
	Less Payments	£9,391.77					
	Balance as at 30.11.2019	£281,236.56					

Christchurch Town Council
Resources Committee – 10 December 2019
Schedule of Payments for Approval

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			Payments to authorise:	£454.40	£43.70	£498.10	
			Total payments	£7,495.36	£118.54	£7,613.90	

Signed by:

Cllr Paul Hilliard

Chairman of Resources Committee

Date

