



Christchurch Town Council

Old Town Hall
30 High Street
Christchurch
BH23 1EA

Community Committee Agenda

Wednesday, 18 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 **Wednesday, 18 December 2019 at 6.00pm.**

Membership:

Chairman: Hon Freeman Cllr C Bungey

Vice-Chairman: Cllr S J McCormack

Cllr C A Gardiner

Cllr Mrs S Spittle

Cllr G R Jarvis

Cllr G E E Polson

Cllr Mrs S Bungey

Cllr A E Coulton

Cllr W Grace

The business to be transacted is set out overleaf

Daniel Lucas

Town Clerk

10 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 Previous Meeting

To confirm as a correct record the Minutes of the meeting of the Community Committee held on 29 October 2019 2 (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.

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.

5. Minutes

To confirm as a correct record the Minutes of the meeting of the Community Committee held on 29 October 2019 (copy attached)

6. Green Flag Award – Christchurch Quay

7. Social Media Creation and Policy

8. 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 individual and the confidential business affair of a third-party business.

8. Exempt – Meritorious Awards Consideration

9. Exempt Circus Request – Christchurch Quay

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

COMMUNITY COMMITTEE

Minutes of the Meeting held on 29 October 2019 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Chairman: Honorary Freeman Cllr C Bungey

Vice-Chairman: Cllr S J McCormack

Present: Cllr A E Coulton, Cllr C A Gardiner, Cllr W Grace, Cllr G R Jarvis,
Cllr G E E Polson.

Apologies: Cllr Mrs S Bungey and Cllr Mrs S Spittle.

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

120. Declarations of Interest

There were no declarations of interest on this occasion.

121. Public Participation

Mr King spoke on behalf of Mrs Maureen King and gave an update statement regarding the Ducking Stool Boardwalk by Mill Stream in Christchurch, a copy of which appears as Appendix 'A' to these Minutes in the Minute Book.

The Chairman informed Mr King that as a Town Council it had no ability other than to write and appeal to BCP Council to ask that they look at this in a more thorough matter.

122. Public Questions

There were no questions from the public on this occasion.

123. Minutes of Previous Meeting

The minutes of the meeting held on 2 July 2019 were agreed and signed as an accurate record.

Voting: unanimous

124. Town Centre Coach Parking Facilities

The Town Clerk submitted a report, 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.

Members were asked to consider the report on the lack of adequate coach parking facilities in Christchurch Town Centre.

Members discussed various locations in Christchurch for possible coach parking bays.

RESOLVED that the Town Council delegate to the Town Clerk to write to BCP Council highlighting the urgency of the situation and seeking clarification of the current options and solutions BCP Council has relating to the issue.

Voting: unanimous

125. Business Improvement District - Update

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 Members with an update on the Business Improvement District (BID) proposal for Christchurch.

RESOLVED that the Town Council:

(a) note the report; and

(b) provide communications assistance and delegate to the Town Clerk to update the Town Council website with any news or "key dates" concerning the BID.

Voting: Nem. Con.

126. **Town Hall Works**

The Town Clerk provided Members with a verbal update on the works to the Old Town Hall.

Members were informed that the proposed start date for the Cupola works on the Town Hall was 4 November 2019. This was a capital project funded by BCP Council which had previously been agreed by the former Christchurch Borough Council, and as such needed to be undertaken in the current financial year.

The Town Clerk had liaised with the builders regarding the fencing around the works, as after notifying a market trader who sold flowers next to the Old Town Hall, it transpired he had not been notified about the works which would affect his trade.

The Chairman enquired if Saxon Square was happy with the proposed works and was advised by the Town Clerk that Saxon Square Management had been involved due to the scaffolding being on their land and not the Town Council's land.

A Member expressed concerns regarding the Christmas Lighting event and enquired how the scaffolding would affect the crowds of people attending, and how far the scaffolding would extend at the back of the Town Hall. The Town Clerk advised that the scaffolding would not encroach onto the tiled part of Saxon Square.

Another Member enquired whether a quote for a roof survey could be obtained and undertaken at the same time as the works on the cupola.

RESOLVED that the verbal update be noted.

Voting: Nem. Con.

127. **Report Bank Close Car Park**

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.

Members were asked to consider the report on footpath options at Bank Close Car Park.

The Committee discussed options for a footpath at Bank Close Car Park, and noted that as this was on Town Council land there would be costs involved.

RESOLVED that The Town Council note the concerns raised by the public and Ward Cllrs and delegates to the Town Clerk to write to BCP Council enquiring about whether there can be installed a footpath which connects to BCP Council land to provide safe exit and egress for pedestrians.

Voting: Nem. Con.

128. **Mundeford Recreation Ground – Cricket Pavilion Damage**

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.

With the Chairman's agreement, Members were asked to consider an urgent report to recommend repairs to damage caused by vandalism at the Cricket Pavilion and options for security hardening at the site.

Members were informed that the site was closed throughout the winter and discussed whether metal roller shutters could be installed at the Cricket Pavilion to seal it off completely throughout the winter months, which could then be opened in the summer months when in use.

Members were further informed that the Police had advised shutters would attract graffiti.

The Town Clerk advised Members that he would enquire with the Police if the vandalism warranted RIPA surveillance.

RESOLVED that The Town Council:

Agreed the security hardening options at the site to:

- 1. Remove the horizontal and cross members of the wooden fencing and replace with metal railings;**
- 2. Obtain quotes for lighting options with possible PRI;**
- 3. Glazing was being replaced in the side door this week and should this be damaged again, then this would be replaced with a new robust hardwood door;**
- 4. Delegate to the Town Clerk to design and prepare a leaflet for a leaflet drop to be undertaken in the area with the Crimestoppers number on it informing people what was going on in the park and for issues to be reported to the Police;**
- 5. Delegate to the Town Clerk to obtain free quotes for CCTV options and to check with the Crime Prevention Design Adviser for the suitability of the quotes; and**
- 6. Leave the windows for now, apart from those being replaced this week and obtain quotes for shutters solution to shut the building down in the winter.**

Delegated to the Town Clerk the arrangement of securing best value by obtaining three quotes for each of the items specified and authorises the Town Clerk in consultation with the Chairman and Vice-Chairman any subsequent expenditure; and

The Town Clerk updates this committee with the details of the completed works.

RECOMMEND To the Resources Committee that funds be allocated from the Council's contingency to finance the works proposed.

Voting: Nem. Con.

The meeting ended at 7.35pm

CHAIRMAN