

CHRISTCHURCH TOWN COUNCIL

RESOURCES COMMITTEE

Minutes of the Meeting held on 14 January 2020 at 6.00pm at the Druitt Hall, High Street, Christchurch BH23 1AJ

Present:-

Chairman: Cllr P Hilliard

Present: Cllr W Grace, Cllr F F T Neale, Cllr M J Tarling.

Apologies: Cllr Honorary Freeman Cllr C Bungey, Cllr Mrs S Bungey, Cllr A E Coulton, and Cllr C A Gardiner.

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

176. Declarations of Interest

There were no declarations of interest on this occasion.

177. Minutes of Previous Meeting

The minutes of the meeting held on 10 December 2019 were agreed and signed as an accurate record.

Voting: unanimous

178. Public Participation

There was no public participation on this occasion.

179. Public Questions

There were no questions from the public on this occasion.

180. Town Clerk's Report

The schedule of payments for the period 01.11.2019 to 07.01.2020 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 December 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.

The Town Clerk advised that invoice number Tel6111 for phone charges should read £74.35 and not £75.35 and this had been updated on the schedule of payments for approval. Members requested that phone charges be reviewed at the end of the current contract.

RESOLVED that

- a) **the schedule of payments for the period 01.12.2019 to 07.01.2020 be approved; and**
- b) **the monthly accounts for the period to the end of December 2019 be noted.**

Voting: unanimous

181. 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 report of the Town Council's financial position against the approved Annual Budget.

The Town Clerk reported that the budget was performing well and it was anticipated that funds would be vired to reserves at the end of the 2019/20 civic year.

Members were further informed that there was an underspend this quarter for the ICT budget.

Members questioned what the Public Relations figure was in respect of in the budget totals and were informed that this was the Monkey Survey costs.

RESOLVED that the report be noted.

Voting: unanimous

The meeting ended at 6.35pm

CHAIRMAN