

**CHRISTCHURCH TOWN COUNCIL**

**FULL COUNCIL**

Minutes of the Meeting held on 23 November 2020 at 6.00pm via Zoom conferencing facilities

Present:-

Cllr Mrs L Dedman – Mayor

Cllr Mrs S Bungey – Deputy Mayor

Present: Cllr J Abbott, Cllr V Charrett, Cllr A E Coulton, Cllr Mrs F Cox, Cllr M Cox, Cllr S Fotheringham, Cllr C A Gardiner, Cllr W Grace, Cllr P Hilliard, Cllr G R Jarvis, Cllr D C Jones, Cllr T Lane, Cllr S J McCormack, Cllr F F T Neale, Cllr G E E Polson, Cllr Mrs S Spittle and Cllr M J Tarling.

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

Members of the  
Public present: 1

Members of the  
Press present: None present.

**136. Prayers**

The Mayor's Chaplain, the Reverend Canon Charles Stewart opened the proceedings with prayers.

**137. Declarations of Interest**

There were no declarations of interest on this occasion.

**138. Minutes of Previous Meeting**

The minutes of the meeting held on 21 September 2020 were agreed and signed as an accurate record.

Voting: nem. con

**139. Announcements**

**The Mayor**

The Mayor announced that since the last meeting of the Council, she had attended two Remembrance Services and laid a wreath on behalf of the Town Council at the Quay Stone and Purewell Cross.

In addition, the Mayor mentioned that the Government COVID-19 regulations did not allow for even a small event for the Christmas lights to be switched on this year in Christchurch.

### **The Town Clerk**

The Town Clerk informed Members that there had been a spat of vandalism in the town and that cleansing had been undertaken at Druitt Gardens due to graffiti.

The Town Clerk updated Members that Health and Safety reports had been received on the safety of trees at Christchurch Quay which advised that a Willow tree which stands over a bench at the quay was failing and to remedy this the tree would be pollard to about 5metres to save the tree.

#### **140. Public Participation**

There had been no Members of the Public registered to speak in accordance with the Council's Standing orders.

#### **141. Public Questions**

There were no questions submitted to the Town Clerk in accordance with the Council's Standing Orders.

#### **142. Questions from Councillors**

There were no questions submitted to the Town Clerk in accordance with the Council's Standing Orders.

#### **143. Verbal Reports from Partner Organisations**

Cllr Coulton provided Members with details on the work undertaken by the Friends of Druitt Gardens and an update on Druitt Hall, a copy of the presentation appears as appendix 'A' to these minutes in the Minute book.

The Town Clerk informed Members that the replacement of Druitt Hall had not been predetermined and was not the way forward at the movement. A surveyor has been instructed to look at the options available to the Town Council for the life and future of Druitt Hall.

Cllr Hilliard updated the Council that he was a member of the Dorset Hospital Foundation Trust, and that there was still a bright future for Christchurch Hospital with building works being carried out.

**144. Committee Minutes**

The Committee Minutes for the last cycle of meetings were received as follows:

**Planning Committee, 29 September 2020**

The Minutes of the meeting held on 29 September 2020 were received.

Voting: Nem. con

**Resources Committee, 6 October 2020**

The Minutes of the meeting held on 6 October 2020 were received.

Voting: Nem. con.

**Community Committee, 27 October 2020**

The Minutes of the meeting held on 27 October 2020 were received.

Voting: Nem.con.

**Resources Committee, 3 November 2020**

The Minutes of the meeting held on 3 November 2020 were received.

The recommendations arising from the meeting was considered and approved:

Minute: 126 Town Hall Roof Repairs

Minute: 127 Treasury Management Strategy

Voting: Nem. con.

**Planning Committee, 10 November 2020**

The Minutes of the meeting held on 10 November 2020 were received.

Voting: nem.con

**145. Confirmation of Neighbourhood Plan Working Group Membership and revision of terms of reference to include a substitute Member.**

Members considered the recommendations from the Neighbourhood Plan Working Group meeting held via Zoom conferencing facilities on the 18th

November 2020, for the confirmation of the Neighbourhood Plan Working Group membership and the revision of terms of reference to include a substitute Member. A Copy of which had been circulated to each member and appears as Appendix 'B' to these Minutes in the Minute Book.

**RESOLVED that:**

- a) **Members agreed the addition to the substitute volunteer Member addition to the terms of reference appended and appearing in red text; and**
- b) **Members confirmed the volunteers and of the Neighbourhood Plan Working Group:**

**Non-Voting  
Members:**

**Cllr V Charrett and M Turvey**

**Volunteer  
Members:**

**Dr Zeynep Aktuna, Peter Fenning, Ian Fretten, Carina Gordon, Ann Parramore, Mandy Polkey and Barry Sherwin**

**Substitute  
Member:**

**Donovan Lynaghan**

Voting: Nem. con.

**146. Neighbourhood Plan Boundary**

Following the Neighbourhood Plan Working Group meeting held via Zoom conferencing facilities on the 28 October 2020, Members were asked to consider the Neighbourhood Plan Boundary, a copy of which had been circulated to each member and appears as Appendix 'C' to these Minutes in the Minute Book.

**RESOLVED that:**

- a) **the Neighbourhood Plan provisions be provided to the whole parish boundary of Christchurch as established and detailed at Appendix 1 – Parish Boundary of Christchurch; and**
- b) **the Town Clerk be delegated to write to BCP Council submitting the Neighbourhood Plan Boundary application.**

Voting: Nem. con.

**147. External Auditor's Report**

Members were asked to consider the external auditor's report, a copy of which had been circulated to each member and appears as Appendix 'D' to these Minutes in the Minute Book.

The Town Clerk informed Members that the conclusion of the annual audit and the external auditor's report confirmed there were no matters arising to give cause for concern that relevant legislation and regulatory requirements had not been met.

The Mayor stated that this was a very good audit report for the Council's first year and thanked the Town Clerk and Administration Clerk for all of the work undertaken.

**RESOLVED that:**

- a) a Notice of Conclusion of Audit in line with statutory requirements be prepared and completed;**
- b) the Notice along with the Annual Governance and Accountability Return (AGAR) sections 1,2 and 3 be published on the Council's website and social media page where appropriate before the 30 November 2020; and**
- c) the payment of the external auditor's invoice be authorised.**

Voting: Nem. con.

**148. Christchurch Bid Update**

Cllr Mrs Spittle provided Members with an update on the Christchurch Bid, a copy of the BID Newsletter appears as appendix 'E' and BID Timetable Summary appears as appendix 'F' to these minutes in the Minute book.

Members were informed that following consultation, the Christchurch Bid were investing more time into detailed research on which improvement projects businesses wanted and were encouraging feedback.

Cllr Jones enquired if the Town Clerk had been involved in the Christchurch BID and was informed by the Town Clerk that the Town Council would be included as a consultee. Cllr Spittle sat in the BID meetings and reported back to the Town Council.

Cllr Jones stated that the Communities Committee may wish to consider whether the Town Council should take a more active part in the BID.

**RESOLVED that the verbal report be noted.**

**149. Update on the Town Council's Facebook Page.**

Town Clerk informed Members that the Town Council's Facebook Page had been created and Council meetings were being live streamed. The Mayor thanked the Town Clerk for all of the work undertaken.

**RESOLVED that the verbal report be noted.**

**150. Town Council Staffing.**

The Town Clerk updated Members on the Town Council's staff workload and stated that the Council was not ready for an extra officer at present as this would create additional work in training. Hopefully next year when the corona virus restrictions had eased the Council could consider a 2 year full time contract for a project officer to deal with future projects such as the Town Hall roof repair, Druitt Hall windows/building replacement and Christchurch in Bloom, and a 0.25 finance officer could also be considered. Staffing would be revisited once lock down and the corona virus restrictions had ended.

Members thanked the Town Clerk and Administration clerk for all of their achievements and expressed thanks for the work undertaken for the Town Council.

**RESOLVED that the verbal report be noted.**

Voting: Nem. con.

Cllr Mrs Bungey left the meeting at 7.34pm.

**151. Motion Received – Christmas Car Parking**

With the Chairman's permission a motion was received as an urgent item regarding Christmas Car Parking as it would be too late to be considered at the next Full Council meeting scheduled in January.

The Mayor advised that BCP Council had arranged free Christmas parking and had treated Christchurch town centre on the same status as Poole and

Bournemouth town centres and that Christchurch car parks would be free on Thursdays and Sundays.

The Town Clerk had previously emailed BCP regarding free Christmas parking but had not received a response. BCP had approached the BID group and the Chamber of Commerce but had not contacted the elected Town Council.

The Mayor further informed Members that to enhance the free Christmas parking in Christchurch that the Town Council had taken up BCP Council's offer to also include free parking in Christchurch car-parks on Saturdays on 5th, 12th and 19th December between midday and 6pm at a cost to the Town Council of £15,000.

Christmas Free parking in Christchurch would now be free on Thursdays (4pm to 10pm) and Sundays (10am to 6pm) and also Saturdays (midday to 6pm).

The following motion was proposed by Cllr D Jones and seconded by Cllr F Neale:-

**That Council, noting the exclusion of Christchurch from BCP's offer of free Saturday parking before Christmas: -**

- 1. Notes that BCP Council will grant free parking in the relevant Christchurch car parks on Saturdays on payment by the Town Council of £15,000;**
- 2. Authorises the Town Clerk to pay this sum when due to BCP;**
- 3. Authorises the use of its Coat of Arms by BCP Council in publicising this contribution by CTC; and**
- 4. Expresses its regret that BCP Council, while consulting the Chamber of Trade and the BID, did not consult the elected Town Council in any way, and authorises its Town Clerk to write expressing our regret to the Chief Executive of BCP.**

Following comprehensive debate, the motion as set out above was put the vote and was carried.

Voting: 17:0 (1 Abstention)

**152. Any other business**

For information only, Cllr Cox informed Members that there could be a COVID-19 mobile testing centre at the Two Riversmeet Leisure Centre car park and that BCP Council were waiting to hear back from the Government.

Reverend Stewart advised that Christchurch Priory had been offered as an indoor COVID-19 testing centre and that they were waiting to hear back.

Meeting ended at 7.46pm

CHAIRMAN