



# Christchurch Town Council

Old Town Hall  
30 High Street  
Christchurch  
BH23 1AY

## Community Committee Agenda

**Tuesday, 13 April 2021, 6.00pm**

You are summoned to attend a meeting of the **Christchurch Town Council** to be held via Zoom conferencing facilities **on Tuesday, 13 April 2021 at 6.00pm.**

### Membership:

**Chairman:** Cllr F F T Neale

**Vice Chairman:** Cllr S J McCormack

Cllr Mrs S Bungey

Cllr V Charrett

Cllr A E Coulton

Cllr C A Gardiner

Cllr W Grace

Cllr G R Jarvis

Cllr G E E Polson

Cllr Mrs S Spittle

Members of the public wishing to attend the meeting should use the link:

<https://zoom.us/j/93324230680?from=addon>

Meeting ID: 933 2423 0680

Passcode: 557530

The business to be transacted is set out overleaf

Daniel Lucas

**Town Clerk**

8 April 2021

# 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 16 February 2021 and the extraordinary meeting held on 31 March 2021 (copies attached)

4 – 9

## 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. Druitt Hall Survey

Members to consider the survey report on Druitt Hall.

Appendix 1

Report to Follow

## 7. Inside Out Event in Christchurch

To provide Members with an overview of the Inside Out Event in Christchurch being proposed for Sunday 19<sup>th</sup> September 2021 at Christchurch Quay.

Appendix 2

RECOMMENDATION: Members consider the attached proposal and agrees in principle to use of the Quay for the event specified and:

- 1) Delegates to the Town Clerk to work with BCP Council, Statutory Partners and Inside Out Dorset and its contractors/agents to grant a licence for the event subject to partner agency advice following receipt of risk assessments and particulars.

Verbal Report

## **8. Town Council Notice Board**

Members to explore the potential options for a Town Council notice board.

RECOMMENDATION: Members to consider the issue and to resolve a suitable location(s) for the siting of a notice board(s).

## **9. Town Clerk Update – Forthcoming Licensed Events**

For Information. The Town Clerk has used his delegation to authorise the following event:

### Classic Cars on the Quay

Sunday 27<sup>th</sup> June: 0900-1800hrs

Sunday 5<sup>th</sup> September: 0900-1800hrs

Sunday 26<sup>th</sup> September: 0900-1800hrs

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 16 February 2021 at 6.00pm via Zoom conferencing facilities

Present:-

Chairman: Cllr F F T Neale

Present: Cllr Mrs S Bungey, Cllr A E Coulton, Cllr C A Gardiner, Cllr W Grace, Cllr G R Jarvis, Cllr S J McCormack, Cllr G E E Polson, and Cllr Mrs S Spittle.

Also in attendance: Cllr V Charrett and Cllr L Dedman.

Apologies:

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

Members of the Public present: 1

Members of the Press present: None present

**225. Declarations of Interest**

There were no declarations of interest on this occasion.

**226. Minutes of Previous Meeting**

The minutes of the meeting held on 15 December 2020 were agreed and signed as an accurate subject to the attendance record being amended to read Cllr F F T Neale.

Voting: unanimous

**227. Public Participation**

There was no public participation on this occasion.

**228. Public Questions**

There were no questions from the public on this occasion.

## 229. Christchurch and District Sports Council

A report was submitted, 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.

Members were informed that the Town Clerk had been approached by BCP Council to enquire whether this Town Council wished to support the endeavours of the Christchurch and District Sports Council (CDSC).

Members felt that the CDSC did considerable work with the leading bodies for sports, and that the links with various sports clubs could be lost if CDSC were not to continue.

Cllr Mrs Bungey stated that she would like to put her name forward to attend the group and wished to promote the CDSC during her Mayoral year, and felt that there should be more than one Councillor on the CDSC group.

Cllr Gardiner also wished to join the group as she was an assistant teacher and had various links with the local schools and was keen to work with young people.

Cllr Jarvis and Cllr Grace also expressed an interest in joining the CDSC group.

Cllr Dedman joined the meeting as an observer at 6.22pm.

### **RESOLVED that:**

- a) Members agreed the proposal at Appendix 2 option 5 to continue involvement with CDSC in principle and offer support; and**
- b) delegate to the Town Clerk in consultation with the Chairman, Vice-Chairman of Community Committee and Cllr Mrs Bungey to formulate agreed proposals with CDSC for future consideration for Full Council.**

Voting: unanimous

## 222. Trees at Christchurch Quay

A schedule of works 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.

Members were asked to consider the professional report from Hayden's Arboricultural Consultants of 4th February 2021, which summarised the health of two trees at Christchurch Quay – Poplar (T002) and Willow (T0013) and provided health and safety concerns for the two trees discussed and all trees identified in the schedule of works.

The Town Clerk confirmed to Members that the trees would be replaced.

**RESOLVED that Members authorises Hayden's Arboricultural Consultants to submit to the Local Planning Authority a section 211 Town and Country Planning Act 1990**

**Conservation Area notification and/or any other associated application required under the Planning Acts and ancillary regulations.**

Voting: unanimous

Cllr Grace left the meeting at 7pm.

**223. Bank Close Car Park - Footpath**

Cllr Coulton provided Members with a presentation on Bank Close Car Park, a copy of which appears as appendix 'C' to these Minutes in the Minute Book.

Cllr Coulton informed members of residents' concerns regarding Bank Close car park footpath and the safety of the public entering and leaving the carpark. Cllr Coulton felt that BCP Council should be requested due to safety concerns to move the footpath to the right-hand side of the carpark as they had a duty of care.

Cllrs Spittle and Bungey both supported this proposal and felt that BCP had a responsibility. The Chairman felt that BCP should undertake a health and safety check on the carpark.

The Town Clerk Informed Members that the Town Council could ask BCP Council for their risk assessment of the carpark.

**RESOLVED that the Town Clerk be delegated to write to BCP Council requesting disclosure of accident reports, certification, risk assessment, and any abandoned proposals for the entrance to Bank Close Car Park.**

Voting: unanimous

**224. Druitt Hall Survey**

The Town Clerk informed members that he had approached 2 local surveyors to provide a quotation for a survey on Druitt Hall. One company did not wish to operate during the COVID-19 Lockdown and the second company, Elcock Associates, Christchurch had quoted £2500 plus VAT.

**RESOLVED that:**

- a) Community Committee authorised payment of the quotation of £2,500 provided by Elcock Associates; and**
- b) delegates to the Town Clerk to liaise with the tenant of Druitt Hall to provide access to the surveying company.**

Voting: unanimous

The meeting ended at 7.25pm

CHAIRMAN

# CHRISTCHURCH TOWN COUNCIL

## COMMUNITY COMMITTEE

Minutes of the Extraordinary Meeting held on 31 March 2021 at 6.00pm via Zoom conferencing facilities

### Present:-

Chairman: Cllr F F T Neale

Present: Cllr Mrs S Bungey, Cllr A E Coulton, Cllr W Grace, Cllr S J McCormack, and Cllr Mrs S Spittle.

Also in attendance: Cllr S Fotheringham

Apologies: Cllr C A Gardiner.

Officers present: Daniel Lucas, Town Clerk, Susan Roxby, Administrative Support Officer and Phil Smith, BCP Senior Events Officer.

Members of the Public present: 1

Members of the Press present: None present

### **280. Declarations of Interest**

There were no declarations of interest on this occasion.

### **281. Circus Zyair**

Members were asked to decide in principle whether Circus Zyair could have use of the Quomps/Quay and if so minded, to delegate to the Town Clerk to grant a licence (subject to satisfactory receipt of advice from BCP Council, statutory partners and necessary risks assessments and public liability insurance).

A representative from Circus Zyair gave a presentation to Members on the Circus event due to be held on the Quomps. He advised that ordinarily the Circus would have set up on Stanpit Recreation Ground, but due to issues at Stanpit this was no longer usable as a circus site. The Circus had approached the BCP Events Team and the Quomps was suggested as a suitable alternative. Christchurch would be its first venue with social distancing and Covid secure measures in place.

A Member queried if there would be vans on the Quomps for staff to sleep in and was informed that all equipment would include the accommodations for staff and performers on site.

A Member questioned how close the Circus would be to the splash park and was informed that this would not impact on the splash park or encroach on the footpath.

The Town Clerk advised that the Splash Park was controlled by BCP Council and it would be for them to make arrangements for it to be open during the current Covid restrictions.

A Member queried why the set-up time was quite long and was informed that this had been extended as it was the Circus' first venue in 2021 and more time was required as they were using a smaller team for social distancing.

Cllr Mrs Spittle joined the meeting at 6.10pm.

Members raised amenity concerns to the neighbours on the Quay and were informed that neighbours were given free Circus tickets and a phone number to contact the Circus if they had any concerns.

Members further raised concerns for the size of the event area stating that if the weather was hot that families would be congregating around the splash park together with picnickers and there would be car parking issues to be addressed. Members were informed that the vehicle access gate would be kept locked. Due to social distancing capacity would be reduced by 70% and therefore would be more performances to address this which were shorter in length due to covid and would reduce the number of cars attending at any one time.

The BCP Officer Senior Events Officer advised that a risk assessment had been undertaken satisfactory regarding the size of the event area.

A Member question why the circus did not go to Barrack Road site and was informed that there was a ruling to allow funfairs there only and not circuses at Barrack Road.

Members felt that the Circus would be a good event to be held in Christchurch. Cllr Coulton proposed a motion that the Cirus Zyair event should go ahead. This motion was seconded by Cllr Grace.

**RESOLVED that the Town Clerk be delegated to grant a licence subject to satisfactory receipt of particulars and advice from BCP Council and Statutory partners.**

Voting: unanimous

## **225. Fountain Court Roundabout Telephone Kiosk**

Members were asked to decide whether to adopt the telephone kiosk which is due to be decommissioned and removed by BT contractors imminently. The Town Council would be liable for the maintenance and future safety installations and checks if a defibrillator was installed in the telephone kiosk.

The Chairman stated that there was a company that would repaint and add signage to the kiosk free of charge and that BT would also supply the electricity.

A Member did not like the suggestion to keep the telephone kiosk as it was in an area that could be congested and would prefer it to be removed and raised possible vandalism concerns. Another Member considered that it was a heritage item, and that Christchurch was a heritage town.

A Member stated that the Town Council should have a notice board and felt that this should be placed in the space where the telephone kiosk was and wished to investigate whether a notice board could be installed in its place. The Town Clerk advised that it was in a conversation area and that planning consent would be required for a notice board and this would be placed for consideration on the next scheduled Community Committee meeting agenda.

Members were divided as to whether to keep the telephone kiosk. Cllr Mrs Spittle proposed a motion for the removal of the telephone kiosk and that the Council does not adopt it; and the Council explores the potential options for a notice board in its place. This motion was seconded by Cllr Grace.

On being put to the vote the motion was carried.

**RESOLVED that:**

- a) the telephone kiosk is removed, and the Council does not adopt it; and**
- b) the Council explores the potential options for a notice board in its place.**

Voting: Voting: 3: 1 (2 Abstentions)

The meeting ended at 7.02pm

CHAIRMAN