

**CHRISTCHURCH TOWN COUNCIL**

**RESOURCES COMMITTEE**

Minutes of the Meeting held on 4 May 2021 at 6.00pm via Zoom  
conferencing facilities

Present:-

Chairman: Cllr P Hilliard

Vice Chairman: Cllr A Coulton

Present: Cllr V Charrett, Cllr C A Gardiner, Cllr F F T Neale, Cllr S Spittle  
and Cllr Tarling.

Also in  
attendance: Cllr S McCormack

Apologies: Cllr W Grace

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

Members of the Public present: 1

Members of the Press present: None present.

**317. Declarations of Interest**

There were no declarations of interest on this occasion.

**318. Minutes of Previous Meeting**

The minutes of the meeting held on 5 April 2021 were agreed and signed as an accurate record.

Voting: unanimous

**319. Public Participation**

There was no public participation on this occasion.

**320. Public Questions**

There were no questions from the public on this occasion.

Cllr Tarling joined the meeting at 6.03pm.

### **321. Town Clerk's Report**

A schedule of payments for the period 01.04.2021 to 30.04.2021 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 April 2021 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.

A Member queried whether the allotments invoicing would be taken back in house by the Town Council. The Town Clerk advised that the costs for SVPP to undertake the allotment invoicing was good value for the amount of administration involved. The Chairman requested that the SVPP Allotment billing and cost analysis be brought back to be considered at a future meeting.

The Chairman queried if all the Community Grant applications had been paid and was advised that the budget was slightly overspent.

The Chairman enquired on the future reporting for all of the Council's bank account balances and queried how the additional investment fund deposit account would also be reported. The Town Clerk advised that in liaison with the auditor that all bank balances would be entered separately into the Scribe accounting system.

#### **RESOLVED that:**

- a) the schedule of payments for the period 01.04.2021 to 30.04.2021 be approved; and**
- b) the monthly accounts for the period to the end of April 2021 be noted.**

Voting: unanimous

### **322. Watermans Park – Sign Request**

Cllr McCormack informed Members that works had been undertaken at Watermans Park which included planting trees, putting up bird boxes, and the Parks Foundation were working on improvements for the park and he made a request for a new sign at the park.

A member queried who was responsible for the park and requested some consultation in the design of the new sign and if the Town Council could be mentioned on the sign. The Town Clerk informed Members that the Park was on the list of assets to be transferred from BCP to the Town Council.

A Member questioned why a new sign was required and was advised by Cllr McCormack that the original sign was a cold steel sign and not welcoming and wanted to replace this with a more welcoming sign which could have climbing plants added.

**RESOLVED that the Committee authorised up to £2500 (excl. VAT) for a replacement sign to be used from the “contingency” budget line. Such expenditure to be authorised via section 164 of the Public Health Act 1875 if such sign is placed on BCP Council land.**

Voting: unanimous

- 323. RESOLVED to pass a resolution to exclude the press and public pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the matter relating to the personal information of the matter relating to living individuals.**

Voting: unanimous

- 324. SLCC Qualification - Backdated Pay Rise (Exempt)**

Members received a verbal update on a back-dated pay rise due to the Town Clerk having successfully completed the SLCC Qualification.

Voting: unanimous

The meeting ended at 6.49pm

CHAIRMAN