

Minutes of a meeting of the **POLICY & RESOURCES COMMITTEE** held on **Wednesday 4<sup>th</sup> March 2009** in Telscombe Civic Centre at 7.30 pm.

**PRESENT**

Councillors: Mr R Maskell (**Chairman**)  
Mr P Howson (**Vice Chairman**)  
Mr T Armour, Mr T Banning  
Mr J Livings, Mr B Page  
Mr J Page, Ms L Hallett  
Mr D Neighbour

**APOLOGIES**

None.

The meeting was adjourned at 7.30 pm to take questions from members of the public.

*A member of the public asked why no Councillors had been present at the recent PROUD meeting. The Chairman advised that Councillors had not been aware of the meeting.*

The meeting was re-convened at 7.32 pm.

288. **DECLARATIONS OF INTEREST**

Cllrs Livings, Hallett and Howson declared a prejudicial interest in agenda item 6 as members of Peacehaven Town Council and left the room during discussions on the item. Cllr Armour declared a personal interest in agenda item 13 as Commoner and did not vote on the item.

289. **TO APPROVE AND SIGN MINUTES OF THE MEETING HELD ON FRIDAY 23<sup>rd</sup> JANUARY 2009**

The minutes of the above meeting were approved by the Committee and signed as correct by the Chairman.

290. **MATTERS ARISING**

There were no matters arising.

291. **TO CONSIDER ESTIMATE BY PEACEHAVEN TOWN COUNCIL FOR BUS SHELTER CLEANING; FENCING, STREET LIGHT AND BENCH INSPECTIONS AND DEFECT REPORTING**

Cllrs Livings, Hallett and Howson left the room for the discussion of this item. The Committee considered proposals from Peacehaven Town Council to undertake bus shelter cleaning and inspection of street furniture and fencing inspections. The Committee considered the quotation represented a saving on the existing bus shelter cleaning cost with an increase of cleaning frequency. In addition the quotation allowed for regular inspections and condition reporting of other Town Council assets – benches, streetlights and the Tye fencing. These items had not previously benefited from a regular condition-reporting regime. It was proposed by Cllr Neighbour seconded by Cllr J Page and

**291. Contd. To Consider Estimate by Peacehaven Town Council for Bus Shelter Cleaning; Fencing, Street Light and Bench Inspections and Defect Reporting.**

**RESOLVED** that the quotation from Peacehaven Town Council for bus shelter cleaning and regular inspection of streetlights, benches and fencing on the Tye be accepted.

**292. REPORT ON ACHIEVEMENTS OF THE COMMITTEE**

The Committee considered the draft report prepared by the Chairman outlining the Committee's achievements over the past year. The report was prepared for presentation to the Annual Town Meeting in May. Cllr J Page agreed to examine and discuss the figures quoted in the report with the Committee Chairman prior to the formal presentation of the report.

**293. TO CONSIDER PURCHASE OF ADDITIONAL MONITOR FOR NEW CCTV SYSTEM**

The Committee noted the new system was now installed and working. The Clerk reported that the cameras could not be viewed from the Clerk's office and that an additional screen would assist in monitoring and operating the new security and door entry system. The Clerk advised that there was sufficient provision in the budget for the purchase of an additional monitor. It was proposed by Cllr Howson seconded by Cllr Neighbour and

**RESOLVED** that an additional CCTV monitor be purchased from Monarch Security and Fire for installation in the clerk's office at a price of £295.00 plus VAT.

**294. TO FORMALLY APPOINT INTERNAL AUDITOR FOR 2009-2010 FINANCIAL YEAR**

The Committee considered a report requesting formal confirmation of Mr Mike Cookson as the Council's Internal Auditor for 2009-2010. Mr Cookson had advised that his fees for the audit work would be £1,000. It was proposed by Cllr Livings seconded by Cllr Howson and

**RECOMMENDED** that Mr Mike Cookson be appointed as the Council's Internal Auditor for 2009-2010 and that his fee quotation of £1,000 for the work be accepted.

**295. TO APPROVE SIGNATURE OF LEASE WITH VODAFONE LTD**

The Committee discussed the copy lease received from Vodafone via the Council's Solicitors. The Committee noted that the installation was a permitted development in respect of the Planning Authority. It was proposed by Cllr Neighbour, seconded by Councillor Howson and

**RECOMMENDED** that the Mayor and Deputy Mayor be authorised to sign the lease on behalf of the Council.

**296. CORRESPONDENCE**

- a) Letter from resident regarding Tye gate
- b) Support Agreement documents from Northstar Technology
- c) Friends of Telscombe Tye Newsletter
- d) Rural Payments Agency - maps and customer registration forms

**296. Contd. Correspondence**

- e) Letter from resident re tree pruning in Chatsworth Park
- f) Lewes District Council weekly planning list
- g) The Standards Board for England questionnaire
- h) Strutt & Parker letter re outstanding invoice
- i) Serco letter regarding revised pensions payment rates
- j) New Register of Electors
- k) Peacehaven Town Council letter regarding urban grass cutting
- l) ESCC letter re 2<sup>nd</sup> local transport plan
- m) Rev Hider letter re Josiah Povey Charity
- n) Strutt & Parker letter re invoice
- o) Peacehaven Town Council Agenda for 3<sup>rd</sup> February
- p) ESCC monument full report
- q) Newhaven Town Council – planning committee agenda for 3<sup>rd</sup> February
- r) PAT test results
- s) Royal British Legion newsletter
- t) Copy letter from resident re planning application LW/09/0002
- u) DMH Stallard letter re Strutt & Parker invoice
- v) St John Ambulance AGM invite to the Mayor
- w) Chamber of Commerce invite for Mayor to open showcase event on 12<sup>th</sup> June
- x) ESCC Agenda for meeting on 10<sup>th</sup> February
- y) Rural Payments Agency registration documents
- z) EDF Energy wayleave consent documentation re Tye underground cables
- aa) Hedleys Solicitors – copy notice to grazier
- bb) Macmillan – notification of next world’s biggest coffee morning
- cc) ESCC playground inspection reports for January
- dd) ESCC – letter re footpath 12a
- ee) Letter from resident re local twitten
- ff) Natural England letter
- gg) Samaritans AGN invite to Mayor
- hh) Southern Water February update information
- ii) The Planning Inspectorate appeal decision re land between 17/19 Nutley Avenue
- jj) Rural Payments Agency – customer registration details
- kk) Brian Sellars letter re Civic Centre structural plans
- ll) Lewes District Council weekly planning list and results
- mm) Lewes District Council – appeal decision re 2 Carey Down
- nn) Lewes District Council – appeal notice re 78a Bannings Vale
- oo) Hedleys Solicitors – lease to Vodaphone information
- pp) St John Ambulance letter re events cover
- qq) Newhaven Town Council – minutes from meeting on 3<sup>rd</sup> February
- rr) Rural Payments Agency – single payment scheme RLE1 guidance
- ss) Seahaven District Schots invite to Mayor for St George’s Day Parade
- tt) Lewes District Council – weekly list, plans and results
- uu) Strutt & Parker letter re Village Club drains
- vv) Hedleys Solicitors letter re Tye notice response

The Committee considered and noted the list of correspondence. The Clerk was requested to check with Mr Nice for details of the tree works being undertaken in Chatsworth Park.

**297. ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS AS URGENT**

There being none the meeting moved to the next agenda item.

**CONFIDENTIAL**

The press and public were excluded from the meeting during the consideration of a confidential item in accordance with the Public Bodies (Admission to Meetings) Act 1960

**298. Confidential Item**

Signed .....  
CHAIRMAN - Cllr R Maskell

NB The next meeting of the Committee will be held on **Wednesday 6<sup>th</sup> May 2009 at 7.30 pm**