

# TELSCOMBE TOWN COUNCIL



Minutes of the Meeting of **TELSCOMBE TOWN COUNCIL** held on **Wednesday 19<sup>th</sup> July 2017** in Telscombe Civic Centre at 7.30 pm.

**PRESENT:-** Cllrs T Armour, D Brindley *Deputy Mayor*, J Harris, A Loraine, G Maskell, R Maskell, A Smith, J Wilkins *Mayor*

**Also present:** Nancy Astley, Town Clerk; Stella Newman, Deputy Clerk/RFO (*minutes*)

## **1228. PUBLIC QUESTION TIME**

Mr Peter Seed asked if the Council had appointed anyone to the 2 outside bodies that were not nominated a representative at the last meeting. He was advised that to date unfortunately no-one had volunteered, but the Town Clerk advised she attends meetings whenever possible.

## **1229. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr B Page who had a prior engagement, Cllr D Wright due to annual leave, Cllrs W Botting and A Mendoza who were working and Cllr D Neave who was attending a meeting at LewesDC. These reasons for absence were accepted.

## **1230. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST**

None.

## **1231. TO DISCUSS & APPROVE MINUTES OF THE MEETING HELD ON WEDNESDAY 17<sup>th</sup> MAY 2017**

The Council considered the minutes and it was proposed by Cllr A Smith, seconded by Cllr J Harris and unanimously **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Mayor, Cllr J Wilkins.

## **1232. TO APPROVE MINUTES FROM THE FOLLOWING COMMITTEES:-**

### **(a) Planning & Highways – 3<sup>rd</sup> May, 22<sup>nd</sup> May and 12<sup>th</sup> June 2017**

Cllr D Brindley requested that the minutes of the meetings on 3<sup>rd</sup> and 22<sup>nd</sup> May be accepted and the recommendations contained therein be adopted, seconded by Cllr A Loraine and **RESOLVED** that the minutes be accepted and recommendations adopted.

Cllr J Harris requested that the minutes of the meeting on 12<sup>th</sup> June be accepted and the recommendations contained therein be adopted, seconded by Cllr T Armour and **RESOLVED** that the minutes be accepted and recommendations adopted.

### **(b) Policy & Resources – 8<sup>th</sup> May and 27<sup>th</sup> June 2017**

Cllr R Maskell requested that the minutes of the meetings on 8<sup>th</sup> May and 28<sup>th</sup> June be accepted and the recommendations contained therein be adopted, seconded by Cllr A Smith and **RESOLVED** that the minutes be accepted and recommendations adopted.

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## (c) Amenities & Civic Centre – 27<sup>th</sup> April 2017

Cllr R Maskell requested that the minutes of the meeting on 27<sup>th</sup> April be accepted and the recommendations contained therein be adopted, seconded by Cllr T Armour and **RESOLVED** that the minutes be accepted and recommendations adopted.

### **1233. TO APPROVE PAYMENTS & RECEIPTS FOR APRIL AND MAY 2017**

Payments for April 2017 of £22,612.91 and receipts of £122,817.03 and payments of £27,223.27 for May and receipts of £4,318.52 were proposed as correct by Cllr A Smith, seconded by Cllr D Brindley, unanimously **agreed** and signed as accurate by the Mayor.

### **1234. NOTIFICATION OF INCOME AND EXPENDITURE TO 31<sup>st</sup> MAY 2017**

The figures at 31<sup>st</sup> May 2017 for all committees and earmarked reserves being expenditure of £36,955 and income of £122,081 were unanimously **agreed**.

### **1235. TO APPROVE PAYMENT TO CITIZENS ADVICE BUREAU**

The request from the Citizens Advice Bureau was considered and following brief discussion it was proposed by Cllr A Smith, seconded by Cllr D Brindley and unanimously **RESOLVED** that a grant payment of £3,325 be made to the Citizens Advice Bureau.

### **1236. BUSINESS PLAN UPDATE**

Cllr Smith gave a brief update on some of the items on the business plan as follows:-

Part I, no.4, page 1, Play equipment survey:- A site visit has taken place and Chris Bibb at LewesDC is ready with a project plan.

Part II, no.7, page 5, Tye anti-social behaviour:- A Public Space Protection Order is being investigated for the Tye to keep dogs on a lead and District Council wardens will issue penalty notices.

Part III, no.4, page 7, Sea Defences:- We may need to factor this into our budget.

There are several items that need updating and Cllr Smith will carry out the necessary updates, issue version 2 and then hand over the updating to the Town Clerk & Deputy Town Clerk.

The Mayor's Policy had been drawn up and approved at the Policy & Resources Committee on 6<sup>th</sup> March and brought to Council for adoption. It was therefore proposed by Cllr G Maskell, seconded by Cllr D Wright and unanimously **RESOLVED** to adopt the Policy for Duties & Responsibilities of Mayor & Deputy Mayor. To be reviewed in 3 years.

### **1237. NEIGHBOURHOOD PLAN UPDATE**

The Town Clerk advised that the Neighbourhood Planning group had recently held their fifth meeting, which was attended by planning consultant Neil Homer Director of RCOH planning consultancy. Following the meeting it was decided that the Neighbourhood Plan Steering Group would put together a basic tender criteria which would enable the group to tender for consultants to assist in applying for government funding and putting together the Neighbourhood Plan. The tender document has now been finalised and sent out to four consultants with a deadline of submission at the beginning of August. The Steering Group will then pick a consultant and seek consent from the town councils to appoint accordingly.

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## 1237. Contd. Neighbourhood Plan Update

Costs incurred to date total £115 which have come from the £500 funding provided by the House Project and as part of the Consultant's role they will apply for £9,000 from Government, the majority of the consultant's fee being met by this money.

## 1238. REFURBISHMENT OF BUS SHELTERS

Following a recent inspection, the bus shelter supplier submitted a quotation for refurbishing 8 of our bus shelters that needed work. This included the addition of perch seats in the shelters that did not have them, as requested by the Chairman of Planning & Highways. As the quotation is over the Committee approval level, it was brought to full Council for consideration. It was noted that earmarked reserves have been put aside for bus shelter work/replacement and Cllr Smith asked if a new shelter could be installed to the north of Bannings Vale. The Town Clerk advised she will take a look to see if it is possible. It was therefore proposed by Cllr D Brindley, seconded by Cllr A Smith and **RESOLVED** that the quotation from Queensbury Shelters in the sum of £6,724.04 plus VAT be accepted.

## 1239. REPORTS FROM:-

**District Councillors:-** Cllr R Maskell advised that the Grassmere Court development is now complete and the rent will be £111 per week; a new allocations policy has been agreed and the new building companies are up and running.

Cllr Smith advised that there is staff restructuring taking place; business awards were held recently; and he has been appointed the Brighton Economic Board Chair. He also advised that a new initiative for recycling has been agreed which will be starting in East Saltdean and then rolled out across the district which will entail all types of recycling being put in one bin.

**County Councillors:-** Cllr Smith advised that he had attended various meetings and will be attending the SLR meetings.

**Mayor:-** Cllr Wilkins advised that she had been to lots of functions since becoming Mayor. The best one had been the Council's summer fayre which had raised £282.50 for her charity fund, with a further £38 being raised by the 'guess the weight of the lamb'. She then thanked all the sponsors and businesses that donated raffle prizes, the most we had ever had. She then went on to thank Stan Newman for taking photos, selling raffle tickets and helping out on the day; Karen, the Council's admin assistant and Nancy, Town Clerk for giving up their free time and helping on the day and final special thanks to Stella, the Deputy Town Clerk/RFO for her organisation of the day's events before, during and after the fayre.

**Representatives on Outside Bodies:-** Cllr J Harris advised that Crimestoppers had originated in America and he offered to write an article on it for our newsletter which was agreed.

## 1240. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

Cllr Smith advised that he will not be here to help for the bingo/proms evening on 9<sup>th</sup> September and Cllrs R & G Maskell advised they will probably be away too. This will therefore be put on the agenda for the next Amenities meeting to ensure there are enough volunteers on the night.

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## **1241. EXCLUSION OF THE PRESS AND PUBLIC**

It was unanimously **RECOMMENDED** to exclude the Press and Public from the meeting during consideration of items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

## **1242. TO APPROVE CONFIDENTIAL MINUTES FROM THE POLICY & RESOURCES MEETING ON 27<sup>th</sup> JUNE 2017**

Cllr Smith requested that the confidential minutes of the Policy & Resources meeting on 27<sup>th</sup> June be accepted and the recommendation adopted, seconded by Cllr R Maskell and **RESOLVED** that the minutes be accepted and recommendations adopted.

There being no further business the meeting closed at 8.35 pm.

Signed.....

Mayor, Cllr J Wilkins