

# TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Wednesday 31<sup>st</sup> May 2017** in Telscombe Civic Centre at 7.30 pm.

**PRESENT** Councillors: T Armour, D Brindley *Deputy Mayor*, J Harris, B Page, A Smith, J Wilkins *Mayor*, D Wright

**Also Present:** Stella Newman, Deputy Town Clerk (*minutes*); Nancy Astley, Town Clerk

## **966. TO APPOINT A CHAIRMAN AND VICE CHAIRMAN**

Cllr Smith nominated Cllr Brindley as Chairman of the committee. Cllr Wright seconded the proposal and Cllr Brindley was unanimously elected as Chairman.

Cllr Page proposed Cllr G Maskell as Vice Chairman of the committee, seconded by Cllr Smith and Cllr G Maskell was unanimously elected as Vice Chairman.

## **967. PUBLIC QUESTION TIME**

None.

## **968. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Cllr W Botting was working and Cllrs G Maskell and R Maskell were on leave and these reasons for absence were accepted.

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

No declarations of interest were received.

## **970. TO DISCUSS AND APPROVE MINUTES OF THE EXTRAORDINARY MEETING HELD ON THURSDAY 27<sup>th</sup> APRIL 2017**

The Committee considered the minutes of the above meeting. Regarding Min 962, page 2610 – To approve the Services of LewesDC at 10% of Overall Project Cost to Help with the Project Development of Refurbishment of Playgrounds, Cllr B Page asked if there was any negotiation on the 10% fee. The Town Clerk advised that Chris Bibb at LDC was awaiting a response from his boss, Andy Frost who is currently on leave. It was proposed by Cllr B Page, seconded by Cllr D Wright and unanimously **RESOLVED** that the minutes were a true record of the proceedings and were signed as correct by the Chairman, Cllr D Brindley.

## **971. TO RECEIVE ACTION LIST**

The action list was noted.

## **972. TO RECEIVE INCOME AND EXPENDITURE TO 31<sup>st</sup> MARCH 2017**

Cllr A Smith queried the expenditure under budget head 4325 Dog Bins, as a new more favourable contract had been agreed for dog bin emptying. He was advised by the RFO that purchase of replacement joint waste bins had come from this budget head and that the budget amount for the new financial year had been reduced by half to £2,000.

Cllr B Page advised he was pleased to see that expenditure was slightly down on budget and income was nearly 19% over for the Civic Centre.

*7.45pm Cllr J Harris joined the meeting.*

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## 972. Contd. To Receive Income And Expenditure To 31<sup>st</sup> March 2017

Regarding budget head 4351 Seats and Notice Boards, Cllr B Page advised he had looked at the information board on the Tye and would do what he could with it. The RFO advised that this came under the Tye budget head under the Policy & Resources Committee.

Cllr T Armour advised the log seat at the northern end of the Tye was broken and also several log posts were broken which would allow for easy access onto the Tye. Following discussion regarding possible types of replacement to prevent post removal, it was agreed that the Town Clerk would investigate possibilities and report back to the Policy & Resources Committee as the Tye comes within its remit.

## 973. FUTURE EVENTS UPDATE INCLUDING SUMMER FAYRE, FIREWORKS, PROMS & HALLOWEEN

Summer Fayre – members were advised of bookings to date and sponsorship received. It was agreed that a working party meeting will be set up to discuss the fayre more fully. Cllrs T Armour and D Brindley also agreed to sit on the working party. It was suggested that the Telscombe Residents Association be approached to see if they could contact people/businesses for raffle prizes and sponsorship.

Fireworks (2<sup>nd</sup> Sept) – firework company and pa system company booked.

Proms (9<sup>th</sup> Sept) – the Civic Centre has been booked and as agreed at the last meeting the cost will be £15 to include 3 bingo books and food, followed by televised screening of the second half of the proms. Cllr Brindley advised that he will be happy to run a bar for the event.

Halloween (28<sup>th</sup> Oct) – the children's entertainers have been booked at a cost of £150.

Children's farm visits – another company were found & booked for transport to the farm, saving £285 over maximum agreed at last meeting. Visits have taken place and went well.

Armed Forces Day Flag Raising (19<sup>th</sup> June) – The letter from the Ministry of Defence encouraging local Councils to raise an Armed Forces Day flag on Monday 19<sup>th</sup> June and fly it for the duration of the week was considered and it was unanimously **agreed** to purchase a flag and ask our Freeman and Freewoman, Ron Chiverton and Brenda Sawyers to attend the Civic Centre and raise the flag.

Any other events – no other suggestions were made.

It was agreed that fundraising from the last bingo evening be donated to the main appeal for the victims of the recent Manchester bombing.

## 974. FIRE ESCAPE REPLACEMENT

Following consideration of the report from the RFO and the estimates received it was proposed by Cllr A Smith, seconded by Cllr D Wright and unanimously **RECOMMENDED** that the estimate from Squires Metal Fabrications in the sum of £9,285 plus VAT for replacement of the 2 fire escapes be accepted.

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## 975. CCTV REPLACEMENT

The estimates for an updated system were considered and it was proposed by Cllr A Smith, seconded by Cllr T Armour and **RECOMMENDED** that the estimate from Haven Security in the sum of £2,099 plus VAT be accepted.

## 976. WETPOUR WORKS AT CHATSWORTH NORTH PLAYGROUND

The estimates for wetpour works to repair a hole at Chatsworth North playground were considered and it was proposed by Cllr B Page, seconded by Cllr A Smith and **RECOMMENDED** that the estimate from Tim Jordans in the sum of £579.47 plus VAT be accepted.

## 977. PLAYGROUND INCIDENT REPORT TO NOTE

The report from the Town Clerk regarding a recent incident in Chatsworth South playground and the fact that the matter is currently with our Insurers was noted.

## 978. BUSINESS PLAN UPDATE, INCLUDING PUBLIC SPACE PROTECTION ORDER

Cllr Smith advised that the Policy & Resources Committee had recently decided to investigate the possibility of an order for the Tye and proposed that the possibility of an order for Chatsworth Park also be considered. Cllr Wilkins advised she had recently spoken to Katy Bourne, the Sussex Police and Crime Commissioner, who had advised funding might be available for badges etc for people who would enforce the order.

*8.30 pm Cllr A Smith left the meeting*

Following discussion it was proposed by Cllr J Harris, seconded by Cllr D Wright and **RECOMMENDED** that Chris Bibb be asked to investigate the possibility of a public space protection order for Chatsworth Park and an update be brought back to the next meeting.

## 979. INTERNAL REDECORATION AT CIVIC CENTRE

It was noted that following agreement at the last meeting for redecoration of certain parts of the Civic Centre as a result of water damage, only one estimate had been received to date. It was therefore proposed by Cllr B Page, seconded by Cllr D Wright and **RECOMMENDED** that in accordance with Financial Regulation 4.1, the Clerk or RFO and Committee Chairman consider further estimates once they are received and accept the estimate they feel most appropriate.

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

There were no matters for noting.

Signed.....  
CHAIRMAN

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## 981. EXCLUSION OF PRESS & PUBLIC

It was unanimously **RESOLVED** to exclude the Press and Public from the meeting during consideration of the following 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.

## 982. REVIEW OF ROOM 6 ROOM HIRE CHARGES

CONFIDENTIAL ITEM

There being no further business the meeting closed at 9.18pm.

Signed.....  
CHAIRMAN

*NB Next meeting of the Committee - Monday 31<sup>st</sup> July 2017 at 7.30 pm*