

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **POLICY & RESOURCES COMMITTEE** held on **Wednesday 9th May 2018** in Telscombe Civic Centre at 7.30 pm.

PRESENT: Cllrs T Armour, J Harris, G Maskell, R Maskell, B Page *Vice-Chairman*,
A Smith, D Wright *Chairman*, J Wilkins *Mayor*

Also Present: Stella Newman, Town Clerk & RFO (*minutes*)

1172. PUBLIC QUESTION TIME

A member of the public said that regarding agenda item 11, perhaps the paths could be cleared.

1173. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

No apologies for absence were received.

1174. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

1175. TO DISCUSS, APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 5th MARCH 2018

The Committee considered the non-confidential minutes of the meeting and it was proposed by Cllr G Maskell, seconded by Cllr R Maskell and unanimously **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr D Wright.

1176. TO DISCUSS, APPROVE & SIGN MINUTES OF THE AUDIT SUB-COMMITTEE MEETING HELD ON MONDAY 5th MARCH 2018

Cllr B Page requested that the minutes of the meeting on 5th March 2018 be accepted and the recommendations contained therein be adopted, seconded by Cllr R Maskell and unanimously **RESOLVED** that the minutes be accepted and recommendations adopted.

1177. TO NOTE ACTION LIST

Min 1163, p 2747, To ratify Tye maintenance work – Cllr Armour advised more maintenance work was required and it was **agreed** that he go round the Tye with Cllr Wilkins and the Amenities Officer and bring the requirements back to the next meeting.

Min 1165, p 2748, Public Space Protection Order – Cllr Smith advised that following a recent meeting, we need to find key groups and carry out consultation before it can go to LewesDC for agreement and main consultation.

The remainder of the action list was noted.

1178. BUSINESS PLAN UPDATE

The Business Plan is now being updated as and when necessary by the Town Clerk and version 2.0 was noted.

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1179. TO RECEIVE INCOME AND EXPENDITURE TO 31ST MARCH 2018

The income and expenditure figures to the year end, 30th March 2018, of £156,155 expenditure and £258,215 income were unanimously **agreed**. Cllr Page advised he was pleased to see that the Committee had come in at 10% under budget and thanked the Town Clerk/RFO.

1180. TO AGREE BANK RECONCILIATION TO 31ST MARCH 2018

The Town Clerk/RFO confirmed that the third quarter's bank reconciliations up to 31st December had been checked by Cllr D Brindley on 1st May. Cllr Brindley had found the reconciliations to be in order showing total bank and cash balances of £424,298.04 and had signed the bank reconciliation, corresponding bank statements and supporting documentation as correct. The bank reconciliation was therefore unanimously **agreed**.

1181. TO AGREE DRAFT OUTSIDE BODIES POLICY

Cllr Page queried 2.4 and 5.3 and was informed 5.3 came into play if a Councillor wished to step down midway through the year and not at year-end in May. Regarding 6, it was felt that this should apply to other officers as well as the Clerk. It was therefore proposed by Cllr G Maskell, seconded by Cllr A Smith and **RECOMMENDED** that the policy be accepted and taken to Council for adoption, but that paragraph '6' should read be 'Staff Representation' and read The Clerk and/or other Officers of the Council are not to attend outside bodies as a Council representative unless instructed by the Council to do so.

1182. TYE 'E' PIECE – BUSHCRAFT CAMP UPDATE

The offer of assistance from a resident was considered and it was proposed by Cllr A Smith, seconded by Cllr R Maskell and unanimously **RECOMMENDED** that the resident be thanked for their interest, but that they be advised the Council do not wish to proceed with their offer. Cllr Armour advised that the SDNP can carry out clearance and it was **agreed** that the Town Clerk approach them and report back to the next meeting.

1183. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

Cllr Armour advised that officers from LewesDC Environmental Health and the Ministry of Health had attended Stud Farm prior to their open day, following notification from the local primary school of an outbreak of cryptosporidium 'following the school farm visits'. It was not proved that the outbreak came from the farm and the illness can be caught from household pets. Following the visit Cllr Armour was advised that the open day could go ahead, but that no-one should touch the animals. Cllr G Maskell who is a School Governor advised that there will be a debrief meeting at the school. Cllr Armour advised he has taken legal advice from the NFU.

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1184. EXCLUSION OF PRESS AND 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 (Admissions 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.

1185. TO DISCUSS, APPROVE & SIGN CONFIDENTIAL MINUTES OF THE EMPLOYMENT SUB-COMMITTEE MEETING ON 5th MARCH 2018

The Committee considered the confidential minutes of the meeting and it was proposed by Cllr B Page, seconded by Cllr R Maskell and unanimously **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr A Smith.

There was no further business and the meeting closed at 8.40pm.

Signed
Chairman

Next meeting of the Committee – Wednesday 2nd July 2018