



Telscombe Town Council Annual Report 2016-2017

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A MESSAGE FROM THE MAYOR, COUNCILLOR GWEN MASKELL

This year has been a pleasure for me to represent Telscombe Town Council locally and beyond as our Mayor. It started quite daunting and grew into something I really enjoyed. The first big event found me greeting the new High Sheriff, Michael Foster, at our party we held for Her Majesty the Queen's birthday. I had met the Lord Lieutenant in his parlour earlier so was aware of the protocol and now had to put it into practice. All seemed to go well as through the year I have formed a friendship with Michael and his wife Rosemary. Following on I have attended several functions involving other Town Mayors at fetes and formal events which included lots of marching. December involved lots of carol singing.

At the Civic Centre we hosted our regular events including Last Night of the Proms, children's Halloween party, Macmillan coffee morning, charity quiz nights and our monthly bingo. From these events I have been supporting many local volunteer groups having given out £2,940 to date. We combined our Town Clerk Nancy's quiz evenings and bingo together some months and raised substantial amounts for Macmillan, Children in Need and shortly Red Nose Day. Recently my Mum turned 100. She chose to donate to the Dame Vera Lynn Charity for children with Cerebral Palsy aged 5 years and under rather than receive gifts. I can tell you that with the February bingo included, £652 has been raised for this charity. I would like to thank very much those Councillors and staff for their help with my functions this year, you are very much appreciated and also for running my busy diary.

Cllr Gwen Maskell
Mayor of Telscombe

March 2017



Cllr Gwen Maskell, Mayor and her consort, Cllr Ron Maskell



Councillors

The Town Council has 13 Councillors, eight in the Telscombe Cliffs Ward:-



Cllr Tim Armour



Cllr Daryll Brindley



Cllr Andy Loraine



Cllr Gwen Maskell



Cllr Ron Maskell



Cllr Dave Neave



Cllr Andy Smith



Cllr Joanna Wilkins

and five in the East Saltdean ward:-



Cllr Wayne Botting



Cllr Job Harris



Cllr Andrew Mendoza



Cllr Brian Page



Cllr David Wright

New Councillors were elected in May 2015, some of which had served the Town previously. They will stay in office for 4 years.

The Mayor is appointed at the Annual Council meeting in May. Councillor Gwen Maskell was appointed as Mayor and Councillor Joanna Wilkins as Deputy Mayor in May 2016 for the 2016/17 year.

A Councillors' surgery is held on the first Saturday of each month from 10-11am at the Telscombe Civic Centre where you can pop in (no appointment necessary) and meet your local Councillors and discuss any issues or thoughts with them.



UNDERSTANDING HOW COUNCILS WORK

There are three tiers of local government:-

County Councils

District, Borough or City Councils

Parish, Community and Town Councils

In some parts of the country, mainly cities, there's just 1 (unitary) tier of local government providing all the local services.

County Councils

These are responsible for services across the whole of a county, e.g:

- * education
- * transport
- * planning
- * fire and public safety
- * social care
- * libraries
- * waste management
- * trading standards

District, Borough and City Councils

These cover a smaller area than county councils. They're usually responsible for services like:

- * rubbish collection
- * recycling
- * Council Tax collections
- * housing
- * planning applications

Parish, Community and Town Councils

These operate at a level below district and borough councils and in some cases, unitary authorities.

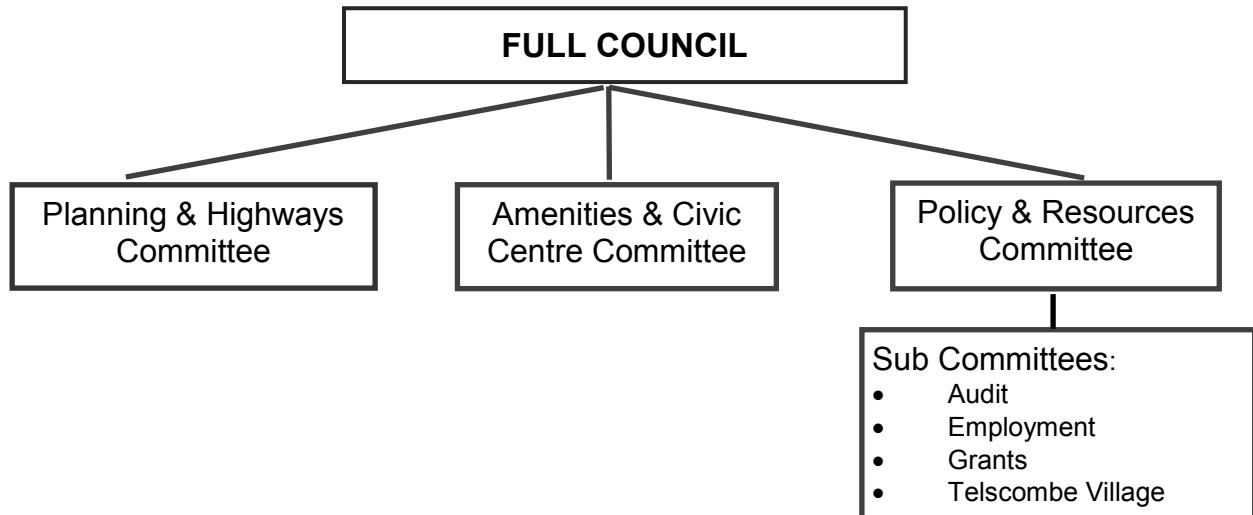
They're elected and can help on a number of local issues, like providing:

- * allotments
- * public clocks
- * bus shelters
- * community centres
- * play areas and play equipment
- * grants to help local organisations
- * consultation on neighbourhood planning

In our area we have East Sussex County Council, Lewes District Council and Telscombe Town Council.



THE TOWN COUNCIL



Telscombe Town Council serves Telscombe Cliffs, East Saltdean and Telscombe Village and has approximately 7,400 residents.

The Town Council owns and manages important local community facilities including the Civic Centre on the South Coast Road, Chatsworth Park including two equipped play spaces, the Robert Kingan play space in East Saltdean, and Telscombe Tye (211 acres of open access Common land). It is also responsible for grass verge cutting and owns and maintains some bus shelters and street lights.

It has several committees as detailed above which oversee the various aspects of the Council's responsibilities.

Policy & Resources Committee

This Committee oversees the management of the Council's functions and finances. It works to keep expenditure down over the year, but still maintain a quality level of service.

A working party was formed and developed a five year business plan which sets out the towns values, objectives and priorities for allocating resources. It is reviewed and updated regularly to ensure targets are met and new objectives are added. The business plan is available to view on the Council's website, www.telscombetowncouncil.gov.uk.



Amenities & Civic Centre Committee

The Amenities and Civic Centre Committee manages Chatsworth Park which contains two play spaces; Robert Kingan play space in Bannings Vale, East Saltdean and the Civic Centre. The Civic Centre provides a centre for the local community with a variety of support groups, exercise classes, meetings and social activities undertaken every day of the week.

Chatsworth Park is the venue for the Community Summer Fayre which is held in July. This very popular community event is funded by local sponsorship for which the Council is very grateful.

The Committee also oversees organisation of the very popular firework display on Telscombe Tye, as well as other community events such as quiz nights and the monthly bingo evenings.

Planning & Highways Committee

The Planning and Highways Committee meets on a 3 weekly cycle. Telscombe Town Council is purely a consultee for applications and the final decision is made by Lewes District Council. Planning applications considered by the committee during the past 12 months totalled 45, 4 of which were SDNP applications and 3 tree applications. To date 30 were approved, 5 refused and 2 withdrawn. Telscombe Town Council determined 25 in accordance with Lewes District Council and 5 against Lewes District's determination.

During the year the Committee also provided statutory consultee comments on ESCC's parking consultation.

The Committee also has regular Strengthening Local Relationships meetings with the County Council Highways Team and Peacehaven Town Council and continues to maintain the Council-owned street lights and bus shelters, approving repairs and replacements where necessary. It also oversees cutting of grass verges in the town.

Meetings

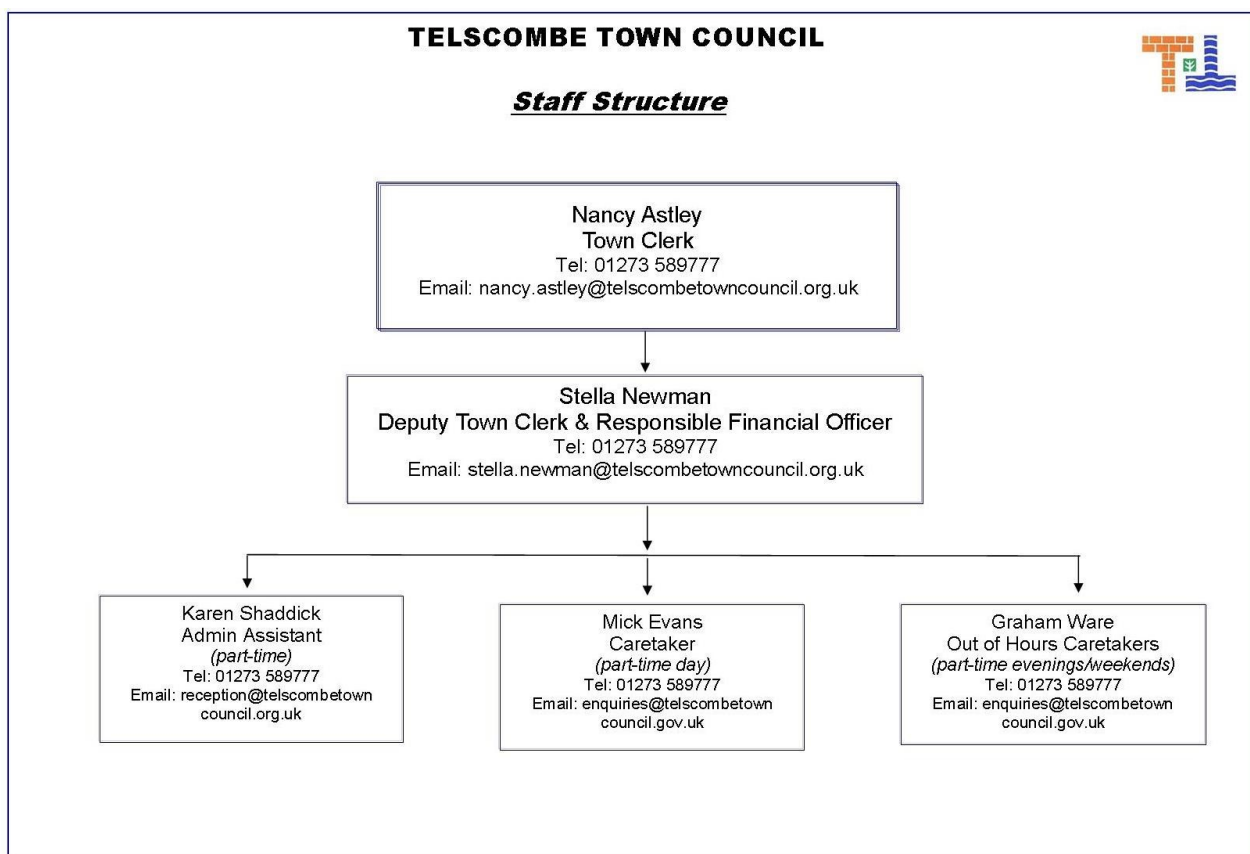
Council and Committee meetings are held on a regular basis. A list of meetings dates can be found on our website or in our notice boards. Members of the public are welcome to attend meetings and there is a 15 minute period at the beginning of each meeting for public questions.



TELSCOMBE TOWN COUNCIL



Staff Structure



Staff

Town and parish councils are legally required to have a Proper Officer and Responsible Financial Officer (RFO). The Town Clerk is the proper officer. The Clerk is not an elected member, but an employee of the Council and is responsible for implementing the Council's decisions.

The Deputy Town Clerk is the RFO for Telscombe Town Council and administers the Council's financial affairs in accordance with all Acts, Regulations and proper practices.

The Town Clerk and Deputy Town Clerk are supported by an admin assistant.

Two part-time caretakers are employed to look after the Civic Centre during the day, evenings and weekends.



FINANCE

The Council has built a reputation for sound financial management over recent years and has developed a financial strategy that has value for money at its core – making sure every penny counts.

We continue to ensure that decisions around service priorities are supported by the resources needed and to make sure that we continue to deliver the high quality services our community needs. Our financial strategy is underpinned by the strong foundation of the Council's reserves and balances that ensure we are able to deal with any unplanned eventualities as and when they may arise.

The Income & Expenditure accounts for the 2016/17 financial year are below.

Telscombe Town Council		
Income and Expenditure Account for Year Ended 31st March 2017		
31st March 2016		31st March 2017
	Income Summary	
220,881	Precept Received	221,112
460	Interest Received	340
221,341	Sub Total	221,452
	Operating Income	
39,943	General Administration	31,337
0	Telscombe Village Club	3,000
428	Town Events	620
0	Parks, Open Spaces/Playgrounds	0
0	Amenities General	0
41,310	Civic Building	41,505
11,900	Planning and Highways	17,817
314,923	Total Income	315,731
	Running Costs	
146,232	General Administration	150,747
5,495	Grants	6,325
0	Section 137	0
500	Telscombe Village Club	0
5,029	Town Events	6,014
35,149	Parks, Open Spaces/Playgrounds	33,312
0	Amenities General	659
29,095	Civic Building	31,017
15,811	Civic Building Loan	11,472
22,454	Planning and Highways	16,494
0	Loans	0
9,824	Earmarked Reserves	11,541
269,590	Total Expenditure	267,579
	General Fund Analysis	
164,807	Opening Balance	155,464
314,923	Plus : Income for Year	315,731
479,730		471,195
269,590	Less : Expenditure for Year	267,579
210,140		203,616
54,676	Transfers TO / FROM Reserves	47,276
155,464	Closing Balance	156,340



Council Tax

Council tax is a tax on the occupiers or owners of domestic properties such as houses and flats.

We are committed to keeping any necessary council tax increases to a minimum, especially in the current challenging economic climate and have worked hard to minimise unnecessary additional financial burdens on our residents. We established a 0% increase in the Town Council's precept for the last 6 year and are pleased to confirm that due to an increase in the tax base we have achieved a 0.2% reduction for a band d property for the forthcoming financial year 2017/18.

Grants to Local Organisations

The aim of the Council's small grants scheme is to promote an active local community. The Town Council supports local voluntary and charitable organisations across a wide range of activities through this scheme. These organisations provide valuable services and support to local residents and help enhance the entire community of Telscombe Town. The maximum payable is £500.

The Council has given the following grants during the 2016/17 financial year totalling £3,000:-

Newhaven Cricket Club youth section; Peacehaven Players; Peacehaven & Saltdean Stamp Club; Peacehaven & Telscombe Flower Club; Prostate Cancer Support Organisation; Saltdean Community Association; Telscombe Residents' Association; ABC Fund; Meridian Athletic Football Club; Neighbourhood Watch (E & W Saltdean, Rottingdean & Ovingdean); Rotary Club of Newhaven; Telscombe Cliffs Women's Institute; Breast Cancer Support Group; 2nd Peacehaven Brownies; Peacehaven Horticultural Society and Telscombe Cliffs School.

There is also a separate grant provision which is given to the Citizens Advice Bureau of £3,325.





COMMUNITY ENGAGEMENT

Community involvement is paramount to the Town Council. The Council has five outside notice boards across the Town and in Telscombe Village. These are used to advertise forthcoming Council meetings and community events. The Council also publishes and delivers to households in its area a quarterly newsletter called The Town Crier which gives details of Council meetings, local news and events. The Town Crier is distributed free to properties within the Council's area of East Saltdean, Telscombe Cliffs and Telscombe Village, as well as having copies available in local shops and restaurants. The newsletter is also published on the Council's website, along with any other up-to-date news. The use of social media also ensures that the Council can communicate promptly with residents. also keeps residents up-to-date via social media and its website.

The Council lays on several functions for the public over the year and also arranges an annual visit for local school children to visit the community flock of sheep.



The Telscombe Residents' Association meets monthly at the Telscombe Civic Centre with the group having Councillor representation.

The Saltdean Resident's Association which covers both East and West Saltdean also meet monthly and has Councillor representation.



The Council are pleased to provide financial support to the Citizens Advice Bureau who have a representative for the public to meet and give advice to at the Civic Centre on the last Tuesday of the month from 10.30am-12.30pm.

We also provide financial support, along with other local Councils, to enable the 4 Towns Community Bus to operate in our area. The bus currently operates between 7.30 am & 5.30 pm week days. Residents use the bus for visits to the Post Office, Library, Doctors, Day Centres, Clubs, friends and for shopping.

CTLA also provide a cost effective service for Community Group hire and several groups are currently registered in Telscombe for this facility. CTLA Travel Club members enjoy regular trips out. For further details telephone 01273 517332.





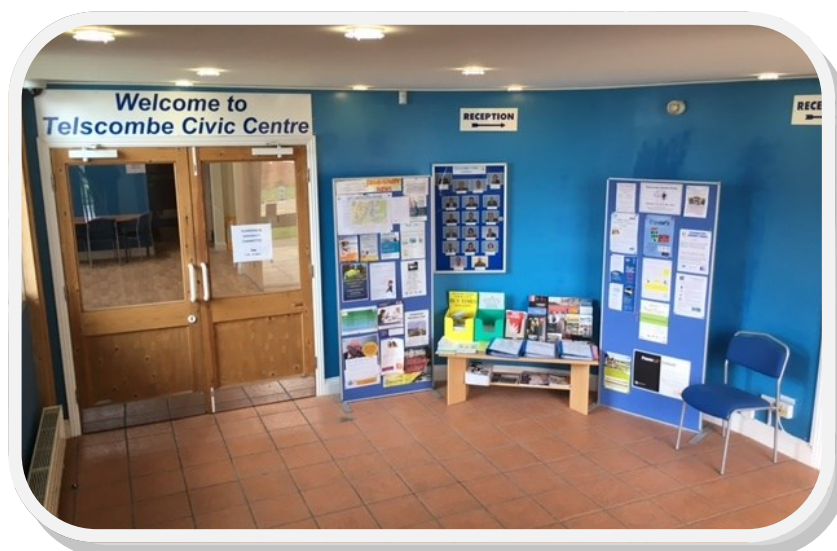
TELSCOMBE CIVIC CENTRE



The Civic Centre provides a focus for the community and is the venue for Civic events, Councillor surgeries and private and community events. Council and Committee meetings are also held in the Civic Centre. The Council continues to invest in upgrading and renewing facilities at the Centre.

Civic Centre Reception

The Town Council operates a reception and enquiries point between 9.00am and 4.30pm Monday to Friday. In addition to being able to book rooms for meetings and functions in the Civic Centre, enquiries staff will assist in answering queries and provide contact details in respect of services provided by the District and County Councils. A notice board and display stands are available for local groups to display details of their events and services in the reception area.





Civic Centre Room Hire

The Centre offers a wide range of modern, attractive, flexible yet affordable accommodation for hire. It can provide an ideal room for a small meeting, exercise class, business meeting, training course or a large function such as an exhibition, wedding reception or party. It also has a private patio area. The Civic Centre has a well-equipped kitchen for self-catering events. Reduced hire charges are available for local charitable groups. Please contact the reception desk for booking information.





Check out our website
www.telscombetowncouncil.gov.uk

