



Telscombe Town Council Annual Report 2017-2018



**Telscombe Civic Centre, 360 South Coast Rd, Telscombe Cliffs,
East Sussex, BN10 7ES
01273 589777**

**enquiries@telscombetowncouncil.gov.uk
www.telscombetowncouncil.gov.uk**



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A MESSAGE FROM THE MAYOR, CLLR JOANNA WILKINS

It has been a pleasure and privilege to represent Telscombe Town Council and its residents as Mayor at nearly 150 functions so far during my term of office; of which 14 are still to come before I hand over in May. All have been memorable. Some have been truly inspiring. The young Sea Cadets based in Newhaven receiving the Indefatigable Cup for being the most improved unit in the whole country and the work of Seaford's young Mayor, Tom Exley, as he has raised money to provide a disabled swing. If these young people are a sign of things to come, then we have nothing to fear for our community.

Some events have showcased local people who give of their time, money and skills so generously. Rotarians, the Deans Tea clubs, Kempton House, scout and beaver groups and our amazing local churches all provide our residents with much needed clubs, sanctuaries and activities. This is real community spirit.

Some events have raised cash and awareness of local and national charities; Macmillan coffee mornings, the Telscombe Residents' Association race night, Stud Farm's ongoing support of Seaford Down's Syndrome group at their annual open days, Blind Vets to name but a few. So many owe so much to the tireless work of these groups.

Some functions have been fun. The Telscombe Town summer fayre to which so many local businesses so generously donated a raffle prize and free publicity and my own Spring into Spring which did so much to add to my charity fund; thanks to all who worked so hard and all who supported us on that night.

In May I shall be dividing the proceeds from my Mayor's charity fund and anything remaining from my allowance between my 5 charities; the Seaford Down's Syndrome group; Raystede; Sussex Horse Rescue Trust in Uckfield; Cats Welfare Sussex and the Wildlife Rescue Ambulance Service.

It has been an exhausting year, an unforgettable experience and somewhat poignant for me as it came exactly 40 years after my dear father, Norman Wilkins, was Mayor of Telscombe himself. I hope he would have been proud of me.

Cllr Joanna Wilkins
Mayor of Telscombe

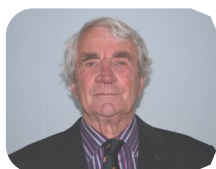
April 2018





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 Andy Smith



Cllr Joanna Wilkins



Cllr Isobel Sharkey

and five in the East Saltdean ward:-



Cllr Job Harris



Cllr Andrew Mendoza



Cllr Brian Page



Cllr David Wright



Cllr Christine
Robinson

New Councillors were elected in May 2015, some of which had served the Town previously. They will stay in office for 4 years. However, following 2 Councillor resignations in December 2017, 2 new Councillors were elected at a bye-election at the beginning of March, Cllrs Christine Robinson & Isobel Sharkey.

The Mayor is appointed at the Annual Council meeting in May. Councillor Joanna Wilkins was appointed as Mayor and Councillor Daryll Brindley as Deputy Mayor in May 2017 for the 2017/18 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

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

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

District, Borough and City Councils

They 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

They 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 and can provide:

- * 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 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 detailed above which oversee the various aspects of the Council's responsibilities.

Meetings

Council and Committee meetings are held on a bi-monthly 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.



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. It developed a five year business plan which sets out the towns values, objectives and priorities for allocating resources which is 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.

Policy & Resources Committee (Contd)



The Council owns a community flock of 100 sheep which provide additional income to the Council. Unfortunately a lot were lost last year due to dog attacks and the Council is looking at a Public Space Protection Order for the Tye to prevent future occurrences. The Council's assets total in excess of £1.7m.

Amenities & Civic Centre Committee

The Amenities and Civic Centre Committee manages Chatsworth Park which contains two play spaces and the Robert Kingan play space in Bannings Vale, East Saltdean. These 3 playspaces are about to undergo major refurbishment works and the Council is excited to see the end result. Various tree works have been completed in Chatsworth Park and The Copse and new fencing is about to be erected in The Copse. The Committee also manages the Civic Centre which 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. The building has recently had its fire escapes replaced, some re-pointing work carried out and the heating and pipework flushed through and a new radiator fitted in the entrance lobby.

The Committee also oversees organisation of the very popular firework display on Telscombe Tye, as well as other community events such as the monthly bingo evenings, kids Halloween party, Macmillan coffee morning and the summer fayre.

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 42, 2 of which were SDNP applications and 1 tree application. To date 35 have been approved by LewesDC, 1 refused and 6 are awaiting a decision.

During the year the Committee also provided statutory consultee comments on a new public footpath 'Telscombe 17', as well as agreeing a refurbishment programme on the Council owned bus shelters and installation of seats for those shelters that didn't have one, and a new one-year grass verge cutting contract was approved.

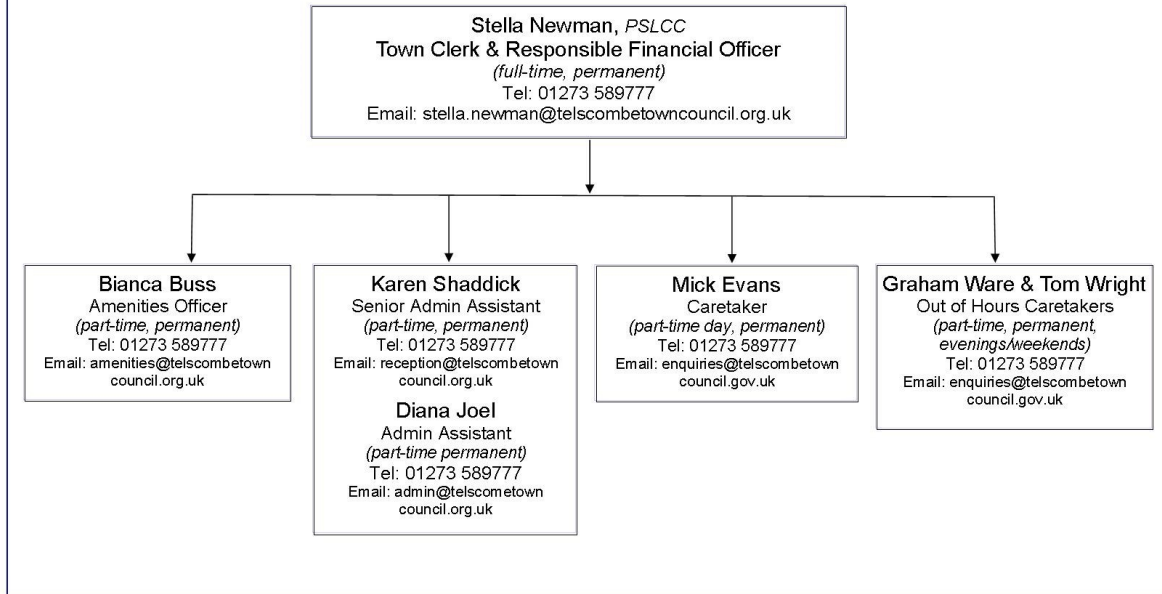
Committee members also attend regular Strengthening Local Relationships meetings with the County Council Highways Team and Peacehaven Town Council and continues to maintain the Council-owned street lights and bus shelters, approving repairs and replacements where necessary.

MEET THE STAFF

TELSCOMBE TOWN COUNCIL



Staff Structure



Town and parish councils are legally required to have a Proper Officer and Responsible Financial Officer (RFO). The Town Clerk is the proper officer and RFO for Telscombe Town Council. The RFO administers the Council's financial affairs in accordance with all Acts, Regulations and proper practices. The Clerk is not an elected member, but an employee of the Council and is responsible for implementing the Council's decisions.

The Town Clerk is supported by a senior admin assistant who works mornings and the Council has undertaken a staff re-structure and just taken on an admin assistant in the afternoons and an Amenities Officer who works 3 days a week.

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

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 2017/18 financial year are below.

Telscombe Town Council		
Income and Expenditure Account for Year Ended 31st March 2018		
31st March 2017		31st March 2018
	Income Summary	
221,112	Precept Received	223,232
340	Interest Received	88
<u>221,452</u>	Sub Total	<u>223,320</u>
	Operating Income	
31,337	General Administration	34,878
3,000	Telscombe Village Club	0
620	Town Events	1,525
0	Parks, Open Spaces/Playgrounds	1,842
0	Amenities General	0
41,505	Civic Building	34,139
17,817	Planning and Highways	11,950
<u>315,731</u>	Total Income	<u>307,654</u>
	Running Costs	
150,747	General Administration	149,780
6,325	Grants	5,675
0	Section 137	0
0	Telscombe Village Club	700
6,014	Town Events	6,210
33,312	Parks, Open Spaces/Playgrounds	26,631
659	Amenities General	190
31,017	Civic Building	29,193
11,472	Civic Building Loan	11,049
16,494	Planning and Highways	20,729
0	Loans	0
11,541	Earmarked Reserves	13,108
<u>267,579</u>	Total Expenditure	<u>263,265</u>
	General Fund Analysis	
155,464	Opening Balance	156,340
315,731	Plus : Income for Year	307,654
<u>471,195</u>		<u>463,994</u>
267,579	Less : Expenditure for Year	263,265
<u>203,616</u>		<u>200,729</u>
47,276	Transfers TO / FROM Reserves	70,900
<u>156,340</u>	Closing Balance	<u>129,829</u>



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 years and are pleased to confirm that due to an increase in the tax base we have achieved a 0.4% reduction, or -£0.33p in Council Tax for a Band D property for the forthcoming financial year 2018/19.

COUNCIL COMMUNITY GRANTS

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 grants to the following organisations during the 2017/18 financial year:-

Breast Cancer Support Group; Deans Senior Tea Club;
Newhaven Gig Rowing Club; Newhaven & Peacehaven U3A;
Peacehaven Players; Peacehaven & Telscombe Cliffs Scout Group;
Rotary Club of Newhaven; 2nd Peacehaven Brownies;
Seahaven Branch Royal Society St George; Telscombe Cliffs WI;
Telscombe Cliffs CP School; Telscombe Residents' Association

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



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.

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 and in the last year have fitted new fire escapes.

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.

Phone: 01273 589777 Email: enquiries@telscombetowncouncil.gov.uk

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 on 01273 589777.





***Check out our website
www.telscombetowncouncil.gov.uk***

