



TELSCOMBE TOWN COUNCIL

Minutes of a meeting of the **POLICY & RESOURCES COMMITTEE** held on **Monday 11th September 2017** at Telscombe Civic Centre, 7.30 pm.

PRESENT: Cllrs T Armour, J Harris, B Page *Vice-Chairman*, A Smith and D Wright *Chairman*

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

1107. PUBLIC QUESTION TIME

There were no questions from the public present.

1108. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllrs G Maskell and R Maskell due to annual leave, D Brindley due to family commitments and J Wilkins due to work commitments. These reasons for absence were accepted.

1109. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST

None.

1110. TO DISCUSS & APPROVE MINUTES OF THE MEETING HELD ON MONDAY 10th JULY 2017

The Committee considered the minutes of the meeting 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 Chairman at that meeting, Cllr B Page.

1111. TO NOTE ACTION LIST

Min 1099, p 2645 Action List (re min 1080, p 2616) – Cllr Armour asked if the Town Clerk had managed to speak to Sue Simpson and it was agreed that the Town Clerk update him on her return from leave.

Min 1102, p2646 Tye Management (repairs and replacements) – Cllr Armour enquired if letters had been sent and it was agreed the Town Clerk update him on her return from leave.

Min 1104, p2646 Urgent Matters – Cllr Armour asked if a meeting had been set up with UK Power Networks and again it was agreed the Town Clerk update him on her return from leave.

1112. TO RECEIVE INCOME AND EXPENDITURE TO 31st JULY 2017

Regarding budget head 4081 CAB, Cllr Page said he thought payment had been agreed for the Citizens Advice Bureau. He was advised by the RFO that it was agreed at the last Council meeting on 19th July and payment had actually been made in August, the figures here only going up to the end of July. The income and expenditure figures to 31st July of £50,104 expenditure and £120,649 income were unanimously **agreed**.

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1113. BUSINESS PLAN REVIEW

Part 2, Item 1 – Tye Management Plan. It was unanimously **RECOMMENDED** that the HLS Agreement be published as the Management Plan for the Tye.

Part 2, Item 2 – Tye Maintenance Plan. It had been agreed at the last meeting that a schedule of work be drawn up and Cllr Armour advised that he and Cllr Wilkins had drawn up a schedule. He was requested to forward this to the office.

Part 2, Item 3 – Community Flock. Cllr Smith requested Cllr Armour to send him an update of sheep/lamb numbers so that he can do a profit and loss account. Cllr Armour advised that a rough guide of income was £5,500. It was unanimously **RECOMMENDED** that the community flock be maintained at 100 ewes as agreed in the Business Plan and authority be given to Cllr Armour to purchase the necessary ewes to make the flock back up to 100. Cllr Armour advised that he will notify the Committee of the purchase price of ewes before proceeding with purchase.

Part 2, Item 4 – Community Lookers. It had been agreed at the meeting on 8th May 2017 (minute 1081, p 2617) not to progress this scheme due to lack of volunteers.

Part 2, Item 6 – School Farm Visits. It was noted that an additional £100 had been put in the budget to go towards hiring a coach for the visits. As there is now a temporary head at Telscombe Cliffs Primary School, it is now known if they will wish to continue with the farm visits in the Spring.

Part 2, Item 7 – Tye Anti-Social Behaviour. Cllr Smith advised that he had received a report from the Town Clerk advising she did not believe that the previously suggested Public Space Protection Order could be carried out on the Tye. Cllr Smith advised that a LewesDC Senior Lawyer is investigating this. It was requested that the Town Clerk's report be brought to the next meeting for discussion.

1114. TO AGREE BANK RECONCILIATION APRIL TO JUNE 2017

The Deputy Town Clerk/RFO confirmed that the first quarter's bank reconciliations up to 30th June had been checked by Cllr R Maskell on 10th August. Cllr Maskell had found the reconciliations to be in order showing total bank and cash balances of £440,932.24 and had signed the bank reconciliation, corresponding bank statements and supporting documentation as correct. The Committee noted this action and **agreed** the bank reconciliation.

1115. TO DISCUSS HANDING OVER OF VILLAGE CLUB KEY

Following discussion it was proposed by Cllr A Smith, seconded by Cllr B Page and unanimously **RECOMMENDED** that the key for the Village Club currently held by the Council be handed to the PCC of St Laurence Church who are now managing the Village Club.

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1116. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

Cllr Armour asked if the latch on the gate off the twitten in Highview Road onto the Tye had been fixed as this is where the sheep had recently escaped from. He said that the Police had spoken to him regarding the escape of sheep and they had advised him that they had spoken to someone in the Council office regarding this to ensure repairs were carried out urgently. The Deputy Clerk was not aware of this and advised she would investigate and instigate repairs if they had not already been done so.

1117. 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 (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.

1118. TO DISCUSS AND APPROVE CONFIDENTIAL MINUTES OF THE EMPLOYMENT SUB-COMMITTEE MEETING HELD ON 23rd AUGUST 2017

It was noted that from the attendees at the meeting on 23rd August, only Cllr B Page was present this evening so there were not enough Councillors to propose and second the minutes. It was therefore agreed to take the Minutes back to the next Employment Sub-Committee or Policy & Resources Committee, which ever took place first.

There was no further business and the meeting closed at 8.19pm.

Signed
Chairman

Next meeting of the Committee – Monday 13th November 2017