

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **POLICY & RESOURCES COMMITTEE** held on **Monday 22nd July 2019** in Telscombe Civic Centre at 7.30 pm.

Present: Cllrs C Cheta, C Clarkson *Chairman*, C Gallagher, J Harris, L Mills, L O'Connor, B Page *Vice-Chairman*, C Robinson & I Sharkey *Mayor*

Also Present: Stella Newman, Town Clerk & RFO (*minutes*)
1 member of the public

1281. PUBLIC QUESTION TIME

There were no questions.

1282. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Judd due to work commitments and this reason for absence was **agreed** by the Committee. Cllr Brindley was not present but had not sent apologies.

1283. TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

1284. TO APPROVE & SIGN MINUTES OF THE MEETING HELD ON MONDAY 29th MAY 2019

Min 1277, p 2984 – There was brief discussion regarding a land manager for the Tye who could advise the Council what to do when in accordance with a management plan. Cllr O'Connor asked if this could be placed on the agenda for the next meeting.

The minutes of the meeting were proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RESOLVED** that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr Clarkson.

1285. TO NOTE ACTION LIST

The points on the action list were noted as follows:-

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
12 th Nov 2018	Min 1225, p 2863 – additional seating on the Tye	SN	Estimates are being sought for a rustic log bench. <i>Problems obtaining estimates - one price received which was over £1,000.</i> Update put on agenda for July meeting.	July 2019
25 th March 2019	Min 1259, p 2950 – Second draft service level agreement for community flock upkeep	SN	Working party met and first draft SLA amended. Second draft agreed at P&R on 25 th March. Document forwarded to Stud Farm tenant for comments before meeting between them and Council. <i>Stud Farm have not signed or submitted alternative document. If flock is continued, this must be pursued.</i>	July 2019

TELSCOMBE TOWN COUNCIL



29 th May 2019	Min 1275, p 2983 – Computer Upgrades	SN	All works were carried out on 10 th July 2019.	Complete
29 th May 2019	Min 1276, p 2983 & 84 – Tye Commons Community Group update	SN	A public consultation took place as agreed and the results are to be considered at July's Council meeting	July 2019
29 th May 2019	Min 1277, p 2984 – Recommendations from Natural England re HLS Agreement on Tye	SN	Meeting arranged with Natural England and SDNP Ranger to progress agreed actions. <i>Recommendations are being progressed. Tye Commons Community Group working on Management Plan.</i>	Sept 2019

1286. TO NOTE INCOME AND EXPENDITURE TO 30th MAY 2019

The Committee's income and expenditure figures to the 30th May 2019, of £29,272 expenditure and £118,653 income were unanimously **agreed**.

1287. TELSCOMBE TYE COMMONS COMMUNITY GROUP UPDATE

Cllr Robinson advised that the meetings are now being held every 6 weeks and the next one is on 8th August. Although it had been agreed at the last meeting for a working group consisting of Cllrs Robinson, O'Connor, the Town Clerk and Amenities officer and 2 members of the community group, Cllr Robinson advised that four members of the group are drawing up a draft management plan.

1288. TO CONSIDER DRAFT CO-OPTION POLICY

Following discussion it was proposed by Cllr Page, seconded by Cllr Sharkey and **RECOMMENDED** that the draft Co-option Policy be agreed and taken to the next Council meeting for adoption.

1289. TO CONSIDER DRAFT MEDIA & COMMUNICATIONS POLICY

Following discussion it was proposed by Cllr Page, seconded by Cllr Sharkey and **RECOMMENDED** that the draft Media & Communications Policy be agreed and taken to the next Council meeting for adoption.

1290. TO CONSIDER DRAFT EQUAL OPPORTUNITIES STATEMENT

Following discussion it was proposed by Cllr Cheta, seconded by Cllr Page and **RECOMMENDED** that the draft Equal Opportunities Statement be agreed and taken to the next Council meeting for adoption.

The possibility of arranging training to update Councillors on new Policies and how they affect the Council was discussed and the Town Clerk was asked to see if this could be arranged, possibly jointly with Peacehaven Town Council.



TELSCOMBE TOWN COUNCIL

1291. UPDATE ON SEATING FOR TELSCOMBE TYE

Following discussion it was proposed by Cllr Harris, seconded by Cllr Cheta and unanimously **RECOMMENDED** to purchase two oak sleeper benches 1.2m in length with extra long legs at a cost of £190 each and the Town Clerk should organise installation if it is within the previously agreed maximum £500 budget for purchase and installation.

1292. TO CONSIDER GRANT PAYMENT TO THE CITIZENS ADVICE

Following discussion it was proposed by Cllr Robinson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** to make the budgeted payment of £3,490 to the Citizens Advice.

1293. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR INCLUSION ON A FUTURE AGENDA

Cllr Mills said that people had asked for evidence that Stud Farm could graze sheep on the Tye and it was noted that grazing rights are listed on the Commons Register.

1294. EXCLUSION OF PRESS AND PUBLIC

It was unanimously **RESOLVED** to exclude the Press and Public from the remainder of the meeting during consideration of items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, by reasons of the confidential nature of the business to be transacted.

1295. TO APPROVE AND SIGN CONFIDENTIAL MINUTES OF THE EMPLOYMENT SUB-COMMITTEE MEETING HELD ON 24th MAY 2019

Cllr Page requested that the minutes of the meeting on 24th May 2019 be accepted and the recommendations contained therein be adopted, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes be accepted and recommendations adopted. These were signed by the sub-committee Chairman, Cllr Page.

There being no further business, the meeting closed at 8.32pm.

Signed
Cllr C Clarkson, Chairman