

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of **TELSCOMBE TOWN COUNCIL** held on **Wednesday 15th July 2020** at 7.30pm by remote transmission.

PRESENT:- Cllrs D Brindley, C Cheta, C Clarkson, C Gallagher, J Harris, D Judd, L Mills, L O'Connor, B Page, C Robinson, I Sharkey *Mayor*

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

The Mayor welcomed everyone present.

1654. PUBLIC QUESTION TIME

There were no members of the public present.

1655. APOLOGIES FOR ABSENCE

Cllr Smith sent apologies due to family commitments and this reason for absence was accepted. Cllr O'Connor was having technical difficulties and was late joining the meeting.

1656. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

1657. TO APPROVE MINUTES OF THE MEETING HELD ON WEDNESDAY 20th MAY 2020

It was proposed by Cllr Brindley, seconded by Cllr Judd and unanimously **RESOLVED** that the minutes of the meeting on 20th May 2020 were correct and were signed by the Mayor, Cllr Sharkey.

1658. TO RECEIVE MINUTES FROM THE FOLLOWING COMMITTEES:-

(a) Planning & Highways – 16th March, 18th May and 8th June 2020

Cllr Robinson proposed that the minutes of the meetings on 16th March, 18th May and 8th June 2020 be accepted and the recommendations be adopted, seconded by Cllr Brindley and **RESOLVED** that the minutes be accepted and recommendations adopted.

(b) Policy & Resources – 11th May 2020

Cllr Clarkson proposed that the minutes of the meeting on 11th May 2020 be accepted and the recommendations be adopted, seconded by Cllr Page and **RESOLVED** that the minutes be accepted and recommendations adopted.

(c) Amenities & Civic Centre – 23rd March 2020

Cllr Gallagher proposed that the minutes of the meeting on 23rd March 2020 be accepted and the recommendations be adopted, seconded by Cllr Clarkson and **RESOLVED** that the minutes be accepted and recommendations adopted.

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1659. TO NOTE ACTION LIST

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
18.12.19	Min 1584, p 3101 – To consider estimates for new website	SN	Still Creative were notified of acceptance & development of site is well under way.	Sept 20
15.1.20	Min 1597, p 3117 – To consider youth mayor/deputy mayor	SN	As a result of pressure of work due to Covid-19 & lack of staff, no progress made on this to date	Dec '20
18.3.20	Min 1615, p 3158 – Climate Change working party	SN	PeacehavenTC agreed to work jointly with TTC. Possible joint meeting to be set up shortly.	August 2020
18.3.20	Min 1622, p 3159 – Terms of Reference for Youth Service Provision	SN	Terms of Reference not yet received from ESCC. Also due to Covid-19 have not been able to implement scheme.	Unknown
18.3.20	Min 1624, p 3160 – To agree way forward with Council events, meetings etc to aid prevention of spread of Covid-19	SN	Agreed actions put in place. Update on agenda for this meeting.	As required
20.5.20	Min 1636, p 3184 – Appoint Internal Auditor for 2020/21	SN	Mulberry & Co notified of appointment.	Complete
20.5.20	Min 1641, p 3187 – Bank mandate /signatories to Council account	SN	Forms complete & Cllr Robinson now added as authorised signatory to acct.	Complete
20.5.20	Min 1642, p 3187 – Bank mandate /signatories to Mayor's charity fund acct	SN	Form completed for Cllr Robinson and being processed by bank.	August 2020
20.5.20	Min 1645, p 3188 – To approve grant payment to Citizens Advice	SN	Payment of £3,660 made.	Complete
20.5.20	Min 1650, p 3189 – Update on Clifftop Fencing	SN	Included as agenda item for this meeting.	Dec '20
20.5.20	Min 1651, p 3189 – To consider devolution of land from LDC	SN	Included as agenda item for this meeting.	Dec '20
20.5.20	Min 1652, p 3189 – To consider Council grant fund and/or Mayor's charity fund to assist Covid-19 support charities	SN	Agreed payment of £1,000 from remaining Mayor's allowance made to Seahaven Food Bank.	Complete

The action list above was noted.

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1660. TO APPROVE PAYMENTS AND RECEIPTS FOR APRIL AND MAY 2020

Payments for April of £18,558.24 and receipts of £123,619.04 and payments for May of £27,873.27 and receipts of £6,078.00 were proposed as correct by Cllr Page, seconded by Cllr Brindley, unanimously **agreed** and signed as accurate by the Mayor, Cllr Sharkey.

Cllr Robinson enquired what the payment to Business Stream was for and the Town Clerk explained they had taken over the business side of Southern Water. It was noted that the Civic Centre water is unmetered and it was **agreed** for the Town Clerk to enquire regarding a meter installation.

1661. NOTIFICATION OF INCOME AND EXPENDITURE TO 31st MAY 2020

The actual year to date figures to 31st May 2020 being £36,343 expenditure and £124,585 income were unanimously **agreed**.

1662. UPDATE ON NEIGHBOURHOOD PLAN

A copy of the minutes from the last two steering group meetings, along with the Aecom Masterplanning Report had been circulated. Cllr Gallagher advised that at the last Steering Group meeting it was agreed that less housing and more parking was needed from what was in Aecom's report and the Consultant, Jim Boot, was to contact Aecom and ask for it to be changed.

Cllr O'Connor joined the meeting at 8pm.

Cllr Robinson thanked Cllr Gallagher and the Steering Group for all the hard work they had put into the plan. Cllr Gallagher advised that a survey is currently running regarding the Meridian Centre site development.

1663. TO RATIFY USING L&N CONSULTANTS TO UNDERTAKE WORK ON THE NEIGHBOURHOOD DEVELOPMENT PLAN

It was proposed by Cllr Judd, seconded by Cllr Robinson and unanimously **RESOLVED** to ratify the recommendation from the Policy & Resources Committee to use L&N Consultants for a maximum of 3 months with costs not to exceed £5,544 in total (our maximum third share £1,848) with a review due in September 2020.

1664. TO AGREE COMMUNITY INFRASTRUCTURE LEVY (CIL) REPORT FOR 2019/20 AND NOTE PAYMENT MADE IN APRIL

The Town Clerk advised that Councils have to report to Lewes District Council (LDC) annually regarding the CIL payments received and what the monies have been spent on, with LDC providing a template report. So far a payment had been received this year of £175.50. The Town Clerk had also circulated a spreadsheet she had drawn up detailing payments received and which application they were from, when the payment was received and when it had to be spent by. Cllr Gallagher said the spreadsheet was very clear and informative.

Cllr O'Connor enquired as to whether we had actually received all payments that we were due and the Town Clerk explained that we do not have a means of checking. Cllr O'Connor will speak to Emma Kemp at LDC. He also asked if we could check the decision notices from LDC as he thought it was noted on there.

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1664. To Agree Community Infrastructure Levy (Cil) Report for 2019/20 and Note Payment Made in April (Contd)

The CIL Report was unanimously agreed.

1665. TO AGREE THE MEMORIAL POLICY

It was proposed by Cllr Judd, seconded by Cllr O'Connor and unanimously **RESOLVED** to adopt the Memorial Policy with a review due in 3 years.

1666. TO CONSIDER COMMENTING ON LGA/NALC CONSULTATION ON NEW CODE OF CONDUCT

It was noted that this is a long document which needs full consideration and responding to as a Council not individually. It was proposed by Cllr Page, seconded by Cllr O'Connor and unanimously **RESOLVED** to hold a separate Zoom meeting on Wednesday 29th July at 7.30pm; that any Councillor that wishes to have an input will attend the meeting; the response formulated at that meeting will be submitted from the Council as a whole and that Cllr O'Connor will lead the meeting.

1667. TO CONSIDER A CYCLE ROUTE FROM PEACEHAVEN TO TELSCOMBE CLIFFS

Cllr O'Connor advised that as a result of emergency funding provision by the Government, East Sussex County Council is to consider proposals for improved cycling and walking provision. Lewes District Council asked for proposals from the towns and villages to submit to the County Council. Telcombe and Peacehaven have an opportunity to improve cycle and walking links across the joint towns. The intention is to seek funding for a cycle path from Centenary Park to PCS School then join this with a larger project to create a cycle way across both towns. In addition, funding is being sought for the provision of cycle racks at Bastion Steps, Kamsons Chemist and Chatsworth Park. It was proposed by Cllr Judd, seconded by Cllr Harris and unanimously **RESOLVED** to agree Chatsworth Park as a site for proposed cycle racks.

1668. UPDATE ON CLIFFTOP FENCING

The Town Clerk advised that she had contacted Lewes District Council (LDC) as requested at the last meeting to see if we could put a charge on Mitchell & Butler's (M&B) property. LDC have suggested that, in the first instance, we attempt to reach an agreement with Mitchell and Butlers to put up the new fencing and share the costs. LDC have confirmed that they will provide the fence at no charge to ourselves, but our contractor will need to arrange for the transport of the fence to site. Mitchells & Butlers representative, Jaimie Grossman who is Estate Manager at CBRE has advised that the local Area Manager of M&B is furloughed and we should contact him to progress this matter. It was proposed by Cllr O'Connor, seconded by Cllr Harris and unanimously **RESOLVED** that the working group continue to progress this matter.

1669. FINANCIAL UPDATE

The Town Clerk/RFO gave an update on the financial shortfall as a result of loss of income from regular hirers due to the Covid-19 situation. She advised that it is difficult to quantify the exact loss to date.

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1669. Financial Update (Contd)

She also advised of some minor savings that had been made, as well as funds received from HMRC through the Coronavirus Job Retention Scheme.

Following discussion it was proposed by Cllr O'Connor, seconded by Cllr Gallagher and unanimously **RESOLVED** to review spending bearing in mind the reduced income of the Council when considering all projects

1670. TO ACKNOWLEDGE THE RESIGNATION OF CLLR GLORIA HILL

It was proposed by Cllr O'Connor, seconded by Cllr Gallagher and **RESOLVED** to note acceptance of Cllr Hill's resignation by the Mayor. The Town Clerk advised that a Notification of a Casual Vacancy had been issued by Lewes District Council (LDC). If a by-election is called, then under the provisions of the Coronavirus Act 2020 and The Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020, the by-election will not take place until Thursday 6th May 2021. If no requests for a by-election are received by LDC by 23rd July 2020, then the vacancy can be filled by co-option.

1671. TO CONSIDER APPOINTING AN ADDITIONAL COUNCILLOR TO THE PLANNING & HIGHWAYS COMMITTEE

It was unanimously **RESOLVED** to wait until a new Councillor is appointed to give them the opportunity of joining the Planning & Highways Committee.

1672. TO CONSIDER UPDATED LEGISLATION REGARDING THE SAFE USE OF COUNCIL BUILDINGS AND THE EFFECTS ON RE-OPENING OF THE CIVIC CENTRE

There was discussion regarding the feasibility of re-opening the Civic Centre to hirers and it was proposed by Cllr Brindley, seconded by Cllr Harris and unanimously **RESOLVED** to keep the Civic Centre closed for the time being and reconsider the possibility at the next meeting in September.

1673. DEVOLUTION UPDATE

Figures had been received from Lewes District Council showing estimated running costs of the Telscombe playing fields of £25-£30,000 and income of £431. It was proposed by Cllr Robinson, seconded by Cllr Gallagher and **RESOLVED** to form a working group consisting of the Town Clerk and Cllrs Gallagher, Harris, Judd and Robinson to investigate the possibility of devolving the Telscombe playing fields further.

1674. REPORTS FROM:-

Mayor: Cllr Sharkey advised she had attended a virtual tea party with the High Sheriff and new Mayors.

District Councillors: Cllr O'Connor advised that the Lewes Local Plan assists with planning decisions. It was made in 2016 and runs for 5 years, so will run out next year. A new Local Development Schedule will be put in place by winter 2023. A key point is that saved policies

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1674. Reports From (Contd):-

District Councillors (Contd):-

within the plan will affect this area. They were saved policies that were carried forward from the 2003 plan and if the Local Plan falls apart, then builders can build based on the national plan. It is important therefore that the Neighbourhood Plan is put in place as soon as possible.

County Councillor: Cllr Smith had sent through a report as follows:- In yesterday’s cabinet meeting the reconciliation paper outlines a budget shortfall of between £17 and £19 million, but under new plans announced by the Government to reimburse Councils up to 75 pence in the pound if loss of income through fees and charges exceeds 5% which it does. Also a joint statement has been agreed between the East Sussex Fire and Rescue Service and the Fire Brigade Union which will soon be announced. The consultation agreed by the Fire Authority was not about cuts but to deliver the risk assessment work which is required under statute. The work will require some redistribution of the workforce and equipment to make us all safer for the next 5 years.

Representatives on external bodies:-

Crimestoppers – Cllr Harris advised that a new Chair has been appointed and they are due to have a meeting via Zoom soon.

1675. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR INCLUSION ON A FUTURE AGENDA

There were no urgent matters and the Mayor closed the meeting at 9.34 pm.

Signed.....
Mayor, Cllr I Sharkey

Next Council Meeting on 16th September 2020