

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of **TELSCOMBE TOWN COUNCIL** held on **Wednesday 16th December 2020** at 7.30pm by remote transmission.

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

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

The Mayor welcomed everyone present.

1726. PUBLIC QUESTION TIME

There were no public present.

1727. APOLOGIES FOR ABSENCE

Cllr Brindley was not present and had not sent apologies. Cllr Harris was having trouble joining the meeting, but was hoping to connect soon.

1728. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

None.

1729. TO APPROVE MINUTES OF THE MEETING HELD ON WEDNESDAY 18th NOVEMBER 2020

It was proposed by Cllr Judd, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes of the meeting on 18th November 2020 were correct and were signed by the Mayor, Cllr Sharkey.

1730. TO RECEIVE MINUTES FROM THE FOLLOWING COMMITTEES:-

(a) Planning & Highways – 2nd November 2020

Cllr Robinson proposed that the minutes of the meeting on 2nd November 2020 be accepted and the recommendations adopted, seconded by Cllr Judd and **RESOLVED** that the minutes be accepted and recommendations adopted.

(b) Amenities & Civic Centre – 28th September 2020

Cllr Gallagher proposed that the minutes of the meeting on 28th September 2020 be accepted and the recommendations be adopted, seconded by Cllr Mills and **RESOLVED** that the minutes be accepted and recommendations adopted.

1731. TO NOTE ACTION LIST

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
15.1.20	Min 1597, p 3117 – To consider youth mayor/deputy mayor for Telscombe	SN	Due to Covid-19, no progress made on this to date. Suggest review at Annual Council next year.	May 2021

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1731.	Action List (Contd)			
18.3.20	Min 1615, p 3158 – Climate Change working group	SN	Joint meetings continue, next one 21.1.21. TTC to have their own separate one before then.	Ongoing
15.7.20	Min 1664, p 3216 – to agree CIL report for 2019/20	SN	LDC have sent report re CIL monies due to TTC. Update on this meeting agenda.	Dec 20
15.7.20	Min 1667, p 3217 – cycle route from P/H to Telscombe	LO'C	Cllr O'Connor to update us as and when.	Ongoing
15.7.20	Min 1668, p 3217 - Update on clifftop fencing	SN & working group	2 Zoom meetings held with working group and Mitchells & Butlers representatives. TTC quotes obtained higher than M&B's – revised quotes awaited from M&B as LDC confirmed we can have their fencing FOC. <i>M&B staff furloughed, awaiting response on their return.</i>	March 21
18.11.20	Min 1711, p 3287 – Devolution Update (Telscombe Playing Fields)	SN	As per resolution SN advised LDC that TTC do not want to progress this.	Complete
18.11.20	Min 1712, p 3287 – Hidden Disabilities Sunflower Scheme	SN	Posters on display at Civic Centre; article to be put in next newsletter; lanyards/pin badges ordered & letter to be sent to local businesses.	Complete
18.11.20	Min 1713, p 3287 - Provision of Libraries	LO'C, IS, CCIk	Working group to work with PeacehavenTC to take this forward	Jan 2021
18.11.20	Min 1715, p 3288 – draft budget percentage increase notification	SN & working group	Remuneration Panel report now received re Cllr allowances and item on this agenda to agree rates. Grounds maintenance contracts to be agreed by working group. Tax base info awaited from LDC. When info to hand working group meeting can take place to agree final draft budget to be approved at Council in January 2021.	Jan 2021
18.11.20	Min 1717, p 3289 – Review new Council website	SN	As agreed, link to Council's FB page added at bottom of home page & climate change page being investigated.	March 2021

Cllr Robinson queried regarding a Climate Change working group meeting and the Town Clerk agreed to arrange a meeting in the new year.

Cllr Harris joined the meeting at 7.37pm.

Cllr O'Connor advised a response had been sent regarding cycle routes and an update will be placed on the next agenda.

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1732. TO APPROVE PAYMENTS AND RECEIPTS FOR OCTOBER AND NOVEMBER 2020

Payments for October of £17,329.60 and receipts of £3,699.16 and payments for November of £25,096.65 and receipts of £5,199.48 were proposed as correct by Cllr O'Connor, seconded by Cllr Mills and unanimously **RESOLVED** that they be approved and were signed by the Mayor, Cllr Sharkey.

1733. NOTIFICATION OF INCOME AND EXPENDITURE TO 30th NOVEMBER 2020

The Town Clerk's report was noted and it was unanimously **RESOLVED** to agree the actual year to date figures to 30th November 2020 being £257,905 expenditure and £166,924 income.

1734. UPDATE ON NEIGHBOURHOOD PLAN

Cllr Gallagher advised that the Masterplan consultation document had to be condensed to make it affordable to print. It has now been printed and will be hand delivered in East Saltdean and by the Royal Mail in Peacehaven and Telscombe in the new year. It is also available to complete online. L&N Consultancy have been doing work on greenspaces with assistance from Dr Maureen Berg. Tony Allen, Peacehaven's Town Clerk, has applied for a further financial grant and Peacehaven have allocated a draft budget of £10,000 for the Neighbourhood Plan for the next financial year. There was discussion regarding the Housing Needs Assessment and Cllr O'Connor advised that Matthew Hitchen at LewesDC will take over completion of this as Thea Davis who had started it has now left LDC.

1735. UPDATE ON BUSINESS PLAN

Cllr Robinson asked if there have been any responses regarding the café concession for Chatsworth Park and she was advised that we have not had any.

Cllr O'Connor advised that regarding sea defences, a Memorandum of Understanding has now been agreed between LewesDC and the Environment Agency looking at defences between Ambleside Avenue and Portobello in Telscombe Cliffs.

1736. TO AGREE THE INTERIM INTERNAL AUDIT REPORT

The Internal Auditor's interim report was noted, along with the summary '*Our sample testing did not uncover any errors or misstatements that require reporting to the external auditor, nor did we identify any significant weaknesses in the internal controls such that public money would be put at risk*' and also the fact that he made no recommendations for future action. The Town Clerk was thanked for her work in ensuring all procedures are carried out appropriately. It was therefore proposed by Cllr Page, seconded by Cllr Robinson and unanimously **RECOMMENDED** to agree the Internal Auditor's interim report.

1737. TO NOTE CIL MONIES RECEIVED AND IDENTIFY POTENTIAL PROJECTS

The Town Clerk advised that the Council had received £3,268.18 in October which brings the total of CIL funds held by the Council at £20,348.31.

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1737. To Note Cil Monies Received and Identify Potential Projects (Contd)

The Town Clerk also advised that following a query raised by Cllr O'Connor in July, she had managed to get a printout from Lewes District Council of all CIL monies owed to the Council and that, along with the Town Clerk's spreadsheet of funds received had been circulated with the agenda and were noted by Councillors. Cllr O'Connor advised he felt the information was very helpful and thought that we should somehow advise the public regarding CIL money paid following development and that it goes to infrastructure in the local area. It was agreed to put an article in the next newsletter.

Regarding potential projects for the CIL money to be spent on, it was proposed by Cllr Sharkey, seconded by Cllr Robinson and unanimously **RECOMMENDED** that an item be placed on each Committee agenda for them to identify potential projects and any agreed be taken to Council for consideration. It was also felt that the funds received for East Saltdean and Telscombe should be separated and spent in those areas.

Regarding the next agenda item, it was noted that papers had been circulated to note the Independent Remuneration Panel's Report and set Councillor Allowances for 2021/22. Unfortunately, however, this item had been missed off the agenda so it could not be discussed. It was agreed to discuss allowances at the next Budget Working Party meeting and place this item on the agenda for January's meeting.

1738. TO AGREE NEW PHOTOCOPIER LEASE

The report from the Town Clerk and associated papers were considered and it was proposed by Cllr Robinson, seconded by Cllr Smith and unanimously **RESOLVED** to agree the quotation from Copier King to provide a Toshiba e-Studio 3515AC machine at a cost of £195 per quarter plus VAT with a print price of colour 2.9p; black 0.29 being the same for A4 and A3 and fixed for the duration of the lease, and for the Town Clerk to sign the appropriate agreements/lease.

1739. UPDATE FROM CITIZENS ADVICE

The update report and figures provided by the Citizens Advice were noted.

1740. REPORTS FROM:-

Mayor: Cllr Sharkey advised she had recently visited a resident in East Saltdean whose neighbours had arranged a socially distanced street party for her 100th birthday.

District Councillors:- Cllr Robinson advised that coastal erosion had been mentioned earlier in the meeting by Cllr O'Connor.

Cllr O'Connor advised about community wealth building which is generating our own economic wealth by contracting within the district .

County Councillor: Cllr Smith advised that thanks to a Government grant regarding adult social care, ESCC will not need to use reserves. He also advised that via the Scrutiny Committee he had recently got involved regarding The Keep in Brighton which is an archive centre organised by ESCC, the University of Sussex and Brighton & Hove City Council.

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1740. Reports From (Contd):-

Representatives on external bodies:-

Crimestoppers – Cllr Harris advised that unfortunately domestic violence is on the increase.

Joint Action Group – Cllr Mills advised that at a recent speedwatch check in Telscombe, 2 cars had been confiscated due to no insurance; 3 youths had been arrested for car theft but they could not be detained due to their age; Police are patrolling cash points due to a rise in scams such as elderly people being forced to withdraw money; Neighbourhood First now have Covid Marshals and finally that we should remember to report anti-social behaviour so that it gets recorded.

Peacehaven and Telscombe Chamber of Commerce – Cllr Gallagher advised she attends their breakfast meetings at 7.30am on a Tuesday morning.

Saltdean Residents’ Association – Cllr O’Connor advised that the SRA thanked TTC for placing a wreath at the Peace Stone on Remembrance Sunday; Saltdean United FC had given a talk about who they are and what they do at the last meeting and that residents are not happy regarding the development of 72 houses that had been granted at Coombe Rise.

Sussex Associations of Local Councils – Cllr Robinson advised that she had recently attended their AGM and there had been an interesting talk by the Director of Public Health for East Sussex regarding Covid. He had advised that Hastings should be in tier 3 and the biggest sharing of Covid is via schools and pubs.

South Downs Land Management Group – Cllr Gallagher advised that Vanessa Rowlands, who had attended one of our full Council meetings, was now Deputy Chair and that the 7 Sisters Visitor Park will undergo a refurbishment to make a base for the SDNPA in the East.

1741. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING OR INCLUSION ON A FUTURE AGENDA

None.

1742. EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED** to exclude the press and public during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admissions 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.

1743. TO APPROVE AND SIGN CONFIDENTIAL MINUTES OF THE MEETING HELD ON WEDNESDAY 18th NOVEMBER 2020

It was proposed by Cllr O’Connor, seconded by Cllr Judd and unanimously **RESOLVED** that the confidential minutes of the meeting on 18th November 2020 were correct and were signed by the Mayor, Cllr Sharkey.

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

Signed – Cllr I Sharkey, Mayor