

Minutes of a meeting of the **COUNCIL PRECEPT** held in the **ANZAC ROOM**, Meridian Centre, Peacehaven,
Tuesday 24th January 2017 at 7:30pm.

Members

Councillors: Wayne Botting Jackie Harrison-Hicks
Daryll Brindley Andy Loraine
Rachael Coles Ron Maskell
Jean Farmiloe (Chair) Dave Neave
Reg Farmiloe Amber Robertson
Brian Gosling (Vice Chair) Robbie Robertson
Lynda Hallett Melvyn Simmons
Job Harris Andy Smith
Ann Harrison

Present:

Councillors: Rachael Coles Andy Loraine
Jean Farmiloe (Chair) Ron Maskell
Reg Farmiloe Dave Neave
Brian Gosling (Vice Chair) Robbie Robertson
Lynda Hallett Melvyn Simmons
Job Harris Andy Smith
Ann Harrison

ESCC Cllr's: Phil Howson

In Attendance

Campbell McBryer – Leisure & Amenities Manager
Sally Thompson - RFO

GENERAL BUSINESS

C164 MAYOR'S ANNOUNCEMENTS

Appointment of Responsible Finance Officer

Cllr J Farmiloe introduced the recently appointed Responsible Finance Officer (RFO), Sally Thompson and welcomed her to Peacehaven Town Council (PTC) and wished her all the best in her new role and thanked her and Campbell McBryer for stepping in to cover with the preparation of tonight's Council meeting.

Mayor's Charities

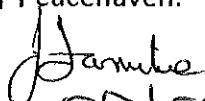
Cllr. J Farmiloe nominated the following charities for the year 2016-17:-

Sussex Pet Rescue
Peacehaven and Telscombe Scout Group
NSPCC Local Branch
The Rotary Club Newhaven, Peacehaven and Telscombe Branch

Events

We are holding a Burn's Night at the Meridian Center on Saturday 28th January 2017, tickets are still available from the Council Offices. There will be a Church Service at the Evangelical Church, South Coast Road, followed by a buffet, on Sunday 12th February 2017 at 3pm to celebrate the 100th Anniversary of the naming of Peacehaven.

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Alan Sargent – West Ward

Mr. Sargent asked whether the meeting was legal as Council Standing Orders require three clear days' notice for the agenda to be available to the public and for Councilors to receive their copies.

Mr McBryer explained that the agenda had been posted publically on notice boards around Peacehaven and on the Council Web Site. This was completed before mid-day on Thursday 19th January 2017. This gave three clear days as required. He also explained that agendas and minutes were sent to Councilors via e mail on the same day and that written copies were sent to each Councilor by first class post before 1800 hours on Thursday 19th. This provided three clear days.

Mr Sargent said that this was not acceptable as some Councilors received their agendas on the Saturday morning.

Mr McBryer explained that the agenda was sent electronically and via the post on Thursday 19th. That the agenda was available for public viewing on Thursday 19th and that he was satisfied correct procedure had been followed. Mr McBryer stated that he was able to demonstrate procedural fairness and that the meeting was quite legal.

Ann Bickmore – West Ward

Ms Bickmore asked why the Grants Sub Committee had not met. She had made an application to the Committee for the ABC Fund. She had been advised that this would be heard towards the end of 2016. This had not happened. She then stated that she was told the Grants Sub Committee would meet in early 2017. This had also not happened. When was the Grants Sub Committee to meet and why had it not already done so?

Cllr. R Coles responded stating that she was Chair of this sub-committee and that Ms Bickmore's grant application was with them and that they intended to meet in the near future to discuss her application.

Sue Griffiths - North Ward

Ms. Griffiths also asked about the Grant Sub Committee and why it had not met.

Cllr. R Coles replied that the committee would be meeting and applications would be heard in the near future.

Peter Seed – West Ward

Would Council please explain why we are still making a payment in relation to The Promenade? This is listed as a payment of £50 each year.

C McBryer apologised that he did not know but would provide Mr Seed with a written answer to his question.

Action: C McBryer to respond to P Seed in writing with regards to the annual payment of £50 in relation to The Promenade

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Jamie

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John Carden – West Ward

Mr. Carden made a statement in relation to Searle Avenue and the poor repair to a dropped kerb that he believes is a danger to the public.

C McBryer explained that he would note Mr Carden's concerns however this was a matter for ESCC Highways. C McBryer offered to assist Mr Carden in making representations to East Sussex County Council but the responsibility sat with them.

Mr Carden stated that he disagreed with the sale of land at The Dell.

C McBryer explained that the decision to sell the land was a political one that had been made by the Council and that correct procedure had been followed.

Mr Carden asked why the rent on his allotment had increased by 25%.

C McBryer explained that the increase for the year was £4 and had been restricted to what was felt a reasonable level.

Andy Picton – West Ward on behalf of Mr. Prouty

Would Peacehaven Town Council be prepared to authorise payment of a full Security Team to manage the Meridian Shopping Centre, as the current supplier is not competent nor receiving the support of the managing agent? This is affecting business in the shopping Centre and the shopkeepers are at risk of losing their business.

C McBryer said that he was aware of the ongoing problems within the Centre and that Council had been working to find a solution to this. This had involved the creation of a youth club, assisted by Grant Winter of Zero Degrees Skate Park. Council Officers had been working closely with Police and a number of youths had attended the Meridian Centre and completed Community Work as restitution for offences committed. C McBryer also explained that Council Officers were in contact with the managing agents and that there was a discussion as to the current security arrangements and employing of security staff.

John Livings – North Ward

Mr Livings raised the following queries:-

- The meeting was not legal as there were no minutes enclosed from 25th October Full Council Meeting but instead minutes from 19th July.
- Why are there no signed papers or minutes for items 6.1 through to 6.7 and as such these cannot be ratified by full council.
- There are no budget proposals for Leisure and Amenities or Planning Committees.
- This should be a precept meeting.

C McBryer responded that the meeting was legal and that papers for Full Council held on 25th October 2016 were before Council and a copy was available to Mr Livings should he wish to see them. C McBryer offered an apology explaining that three essential members of staff were ill and as a result there was an administrative error and that the minutes listed should have been for 25th October rather than 19th July. C McBryer reassured Mr Livings that the correct minutes were ready for approval by Council at this meeting.

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C165 PUBLIC QUESTION TIME continued

C McBryer explained that this was acceptable given the extreme circumstances presented due to the absence of staff. C McBryer noted Mr. Livings concerns but explained that a system of procedural fairness was required and this had been achieved by placing the minutes before Full Council for approval.

C McBryer confirmed advice received from SALC that unsigned minutes could be brought before Council.

C McBryer stated budget estimates had been discussed at each Committee as appropriate and then presented to the Policy and Finance Committee for approval. C McBryer had the figures with him and offered to show these to Mr. Livings after the meeting if required.

C McBryer accepted that there was to be no precept meeting on 7th March and that this was the meeting to decide the precept. This had been an administrative error on the agenda and was as a result of low staffing levels and a misunderstanding on behalf of the officer completing the agenda.

Cllr. A Harrison stated in response to the question that we have to take into account three senior officers were off sick or on compassionate leave and the RFO was one week into the job. The Leisure and Amenities Manager only began in November, so they were in at the deep end and are doing a brilliant job under the circumstances.

Lynda Duhigg – East Ward

Ms. Duhigg asked Council to update her on the sale of land at The Dell.

C McBryer answered explaining that papers were with the Town Solicitor and that the sale was still proceeding.

Ms. Duhigg stated that she was unhappy with the decision of the Council and wanted this to be recorded.

C166 CONSIDER APOLOGIES FOR ABSENCE

Cllr. W Botting – noted (work commitments)
Cllr. D Brindley – noted (family commitments)
Cllr. J Harrison-Hicks – noted (holiday)
Cllr. A Robertson – noted (work commitments)

C167 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

None

C168 TO APPROVE AND SIGN THE NON CONFIDENTIAL COUNCIL MINUTES OF 25th October 2016

Cllr. A Harrison proposed
Cllr. R Coles seconded

Majority Approved

Cllr. R Robertson abstained

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Policy & Finance 13th September 2016
Policy & Finance 22nd November 2016

The **VICE CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. R Robertson proposed
Cllr. R Coles seconded

Accepted

Debate:-

There was some confusion amongst Council Members due to the page numbering of the minutes. This was explained as minutes had been sent out having been numbered starting at one. It was explained that S Landers had corrected this to show a consecutive numbering system, which is the correct procedure. Apologies were offered on behalf of Council Officers by C McBryer who reassured Council that the minutes were correct other than the page numbers.

Planning & Highways 27th September 2016
Planning & Highways 18th October 2016
Planning & Highways 15th November 2016
Planning & Highways 6th December 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. J Harris proposed
Cllr. B Gosling seconded

Accepted

Debate:-

Cllr. D Neave asked for clarification as to which Councils had metal bus shelters, a discussion followed in relation to this.

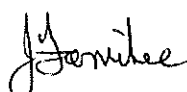
Leisure & Amenities 1st November 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. R Coles proposed
Cllr. R Robertson seconded

Accepted

Debate:- None

Signature: 

Date: 07/03/17.

REPORTS

C170 REPORT FROM EAST SUSSEX COUNTY COUNCILLORS

ESCC Cllr. P Howson

East Sussex has the second largest older demographic in the Country, as such the CEO and CFO along with Leader and Deputy Leader of East Sussex Better Together had agreed a budget of £135million.

This equates to a requirement of 3.0% increase in Council Tax. The total increase to the Council Tax burden is to be 4.99%.

Capital Spending for Highways for five years is to be £91.3 million. There was a shortfall without an increase in revenue of £17 million.

There has been an increase in the Community Match Scheme to £0.25 million

Children's services also require a substantial increase with particular regard to Junior Autistic Spectrum Disorder Sessions and Drop in Facilities.

There is to be funding for high needs schools of £0.75 million.

ESCC Cllr. P Howson also made mention of funding for the Duke of Edinburgh Award Scheme which will continue at £0.029 million and the Youth Council at £0.041 million.

C171 REPORT FROM LEWES DISTRICT COUNCILLORS

LDC Cllr. A Smith

LDC Cllr. A Smith referred to page 52 of the reports with regards to who is responsible for The Big Park. He explained that land at The Big Park is owned by Southern Water and has been leased to Peacehaven Town Council for 999 years and as such it belongs to Peacehaven Town Council.

Cllr. A Smith explained that the Big Parks Project had come to an end and that responsibility had been handed to Peacehaven Town Council and C McBryer who was setting up a Committee to oversee the running of the park. He thanked those who had helped in the creation of the park from the project board, these included Sue Griffiths and John Livings. He expressed some initial concerns in relation to the park being controlled by Peacehaven Town Council.

Cllr. A Smith thanked C McBryer and S Thompson for the work they had done to ensure the Full Council meeting took place.

C McBryer gave a brief outline of upcoming plans including work at The Hub and assured Cllr. A Smith that the park was a priority and would be well managed and maintained.

Cllr. R Robertson asked a question in relation to fencing at the Big Park.

C McBryer explained that plans were under way to remove fencing at the park to create a more open, attractive and easily maintained area. This included the removal of fencing and the creation of pathways, Section 106 money estimated at £180,000, had been allocated to deal with this though negotiations with developers were continuing.

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C172 REPORT FROM COUNCILLORS ON ASSOCIATIONS

Cllr. A Harrison attended the Town Forum and talked about the increase in charity work with specific mention of the ABC Charity, Kempton House and the Ramblers Association. She asked that Council support these Charities and praised the work that they were doing.

Cllr. R Farmiloe spoke about the Kempton House charity and the good work it was completing within our Community.

C173 TO SET THE PRECEPT AND NOTE THE BUDGET REPORT 2017-18

Council **APPROVES** the 1.8% precept increase in accordance with the recommendation and budget agreement from Policy and Finance at the figure shown of **£403,417**.

Cllr. B Gosling proposed
Cllr. R Farmiloe seconded

Majority Approved

Cllr. R Robertson abstained

Debate:-

Cllr. R Robertson stated that he had been unhappy with the figures provided to him at the Policy and Finance Committee and had abstained from a vote at that Committee and wished to abstain again.

Cllr. A Smith asked if the budget had been approved by the Policy and Finance Committee.

C McBryer confirmed that the budget had been approved and that he had figures in relation to the budget should councilor's wish to see them.

Council Members declined to see the figures and a vote was taken

C174 WRITTEN RESPONSES TO PUBLIC QUESTIONS

Should unsigned Committee minutes being presented to Full Council?

Following advice from the Town Manager that it is correct procedure to present unsigned minutes to Council, Members requested further clarification from SALC and have been informed of the following:-

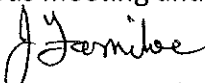
The response from SALC states that the correct procedure was followed by the Town Manager.

'Yes the minutes can be brought before the Full Council if the meeting falls prior to the Committee meeting'

Clarification of the quote 'Cllr's should be able to debate issues, PTC Standing Orders not violated but Conservative Code of Conduct had been broken' in relation to a discussion about who can sit on Committees.

This relates to a Councillor from a different political group sitting on a Committee, which has now been rectified. Officers of the Council are not aware of any Codes being broken and this was discussed publically at a previous meeting and Members informed.

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C174 WRITTEN RESPONSES TO PUBLIC QUESTIONS continued

What are the legal constraints pending the appointment of an RFO? Why did the purchase of a new mower come from the revenue budget when it should be a capital investment?

Dear XXXXXXXXX,

Many thanks for your question at Full Council on the money allocated to the Groundsman Lawnmower.

The Auditor attended Peacehaven Town Council on 31st October and his report will be presented to Full Council in January 2017, which will follow on the Town Council Website.

Due to the nature of the question you have raised, I requested he specifically look at the end to end process with the £17,500 spend.

He is in agreement that it should not have come out of an Earmarked Reserve and it appears a clerical or admin error has been made.

Please be assured that this has been noted and an amendment will be made to the Capital receipt for the purpose of future spend.

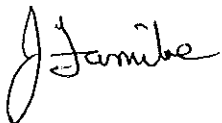
C175 INFORMATION TO NOTE

Noted

NEXT MEETING

C176 TO CONFIRM DATE OF NEXT MEETING –Tuesday 7th March 2017 at 7:30pm

Noted



07/03/17