

Draft Minutes: Monday 8th May 2017 at the Rye Harbour Village Hall, 7:15 pm

Present: Councillors: R Davis, Mrs S Lyward, Mrs C Merricks (to item 14), A Moore, D Smedley, Mrs J Stanford, S Tollett, P Turner (Chairman) S Turner and N Warren.

In attendance: Mrs A Evett (Clerk,) Mrs J Cannings (Deputy Clerk,) Rother District Council (RDC) Councillor P Osborne and East Sussex County Council (ESCC) Councillor K Glazier.

17/078 Item 1 Election of the chairman for the council year. Cllr Peter Turner was elected chairman and duly completed his acceptance of office.

17/079 Item 2 Election of vice chairman for the council year. Cllr David Smedley was elected vice chairman.

17/080 Item 3 The Chairman invited comments or questions from members of the public on matters relating to the business of the Council. (1) The Chairman explained that item 22 *Speedwatch* will be taken with item 12 and that item 15 will follow item 25 and that there was an urgent item to be included about the use of the Rye Harbour Car Park (urgent item approved by members). (2) Mr Clarke of Winchelsea thanked the council and Cllr Glazier for the joint working party for traffic calming and suggested that the initiative be called *traffic calming* and not *speedwatch*. (3) Mr Hills of Icklesham (and other residents) expressed concern about the affordable housing project and the site selected. The chairman explained that this was no longer a council matter as the Icklesham Parish Community Land Trust has been formed following local consultation but offered to meet with them so that the matter could be discussed fully. (4) Cllr Tollet raised the state of the roads and footpaths with Cllr Glazier and queried the criteria for repairs.

17/081 Item 4 To receive reports and ask questions of the County and District Councillors. Cllr Glazier explained the criteria for road repairs and that the County Council had just started a new three year contract; he explained that there isn't the money to make repairs outside of the criteria. Cllr Mrs Lyward queried the quality or repairs and Cllr Glazier explained that repeat repairs aren't paid for. Cllr Smedley raised concerns about the faded road markings on the A259 corner of Monks Walk, Winchelsea and Cllr Glazier offered to escalate it to Highways. Cllr Osborne (RDC) said that Healthwatch East Sussex will be in Winchelsea in July. Cllr S Turner raised the issue of the poor condition of the Winchelsea Beach toilets and the chairman referenced Cllr Mrs Hart's update which is on the website.

17/082 Item 5 Apologies for absence. Apologies received from Cllrs Ms J Austen, J Horsman, H Sutton and RDC Cllr Mrs Hart.

17/083 Item 6 Disclosures of Interests. Cllr Warren declared a personal interest in item 20.

17/084 Item 7 It was resolved to approve and sign the minutes of the 10th April 2017.

Matters requiring a decision by the Council

17/085 Item 8 Review of delegation arrangements to committee, sub-committees, employees and other local authorities. It was resolved to approve all of the current arrangement (as detailed on the agenda.)

17/086 Item 9 It was resolved to approve all terms of reference for groups and committees (as listed in the agenda.)

17/087 Item 10 It was resolved to re-appoint all councillors to their existing committees and working groups (as listed on the agenda.)

17/088 Item 11 It was resolved to keep the Open Spaces Working Group as a working group pending the presentation of the Chairman's paper on governance to the Staffing Committee.

17/089 Item 12 (and item 22) It was resolved to re-appoint all councillors to external bodies as per the current arrangements and to appoint Cllr Smedley and Cllr S Turner to the Winchelsea Traffic Calming Working Group

17/090 Item 13 It was resolved to approve the membership of all external bodies (as detailed on the agenda) with the exception of HR Services Partnership.

17/091 Item 14 It was resolved to approve the amended Standing Orders and amended Financial Regulations and all policies as listed. The Asset Policy was approved subject to amending the word *will* to *with* in item 2 of the policy.

17/092 Item 15 taken after item 25.

17/093 Item 16 It was resolved to approve the meeting schedule for the council year and that whenever possible the Planning Committee meeting will commence at 6.30pm.

17/094 Item 17 It was resolved to re-appoint Mr K Robertson as the council's internal auditor.

17/095 Item 18 It was resolved to (i) approve the Annual Governance Statement and (ii) the accounting statements; all internal controls and preparation of accounting statements including the statement of accounts and summary of receipts and payments (end of year) reviewed and approved.

17/096 Item 19 It was resolved to approve the Annual Return to the external auditor for the year ended 31st March 2017 and the chairman and clerk were authorised to sign.

17/097 Item 20 Cllr Warren repeated his personal interest. It was resolved to pay for the installation of the defibrillator at the Winchelsea New Hall at a cost of £205.80 including VAT and that the cost of installing the defibrillator at the Icklesham Memorial Hall would be met by the council at a cost not to exceed £250.

17/098 Item 21 It was resolved to instruct the service of the Sussex County FA at a cost of £100 for the Grounds and Natural Turf Implementation Programme.

17/099 Item 23 Flagpole Working Group. The draft minutes of the meeting of 28th April 2017 and the Equality Impact Assessment were noted. It was resolved to purchase all of the street furniture listed as items 5(a) up to and including item 5(d) at a total cost of £3,017.60 plus VAT.

17/100 Item 24 Allotment Working Group. The draft minutes of the meeting on 24th April 2017 were noted and it was resolved to:

- a) Item 2 – co-opt all interested tenants to the committee
- b) Item 5 - to obtain another quote for the Cricket Field work as detailed
- c) Item 6 – to write to everyone currently on the waiting list to confirm if they still wanted an allotment

17/101 Item 25 It was resolved to replace the broken litter bin at Harbour Field up to a maximum cost of £300; installation to be undertaken by way of the small works maintenance schedule.

17/092 Item 15 Financial Matters. It was resolved to approve:

- a. Receipts and payments report for April 2017; car park donations were noted.
 - b. Items for payment in May 2017. A list of payments was tabled totalling £22,942.51 represented by bank transfers T/367 to T/389 sequentially totalling £21,804.49 plus 4 direct debits totalling £908.02, and 1 standing order totalling £230. Rye Harbour car park donations totalled £1014.56
 - c. Cllr Warren offered to conduct the full end of year bank reconciliation.
 - d. The payment of the grant to Winchelsea New Hall as agreed in the 2017/18 budget.
- The Chairman advised that the money being held for the Icklesham Community Land Trust has been transferred to their new bank account.

17/102 Urgent item The Clerk explained that a company has asked permission to use the Rye Harbour Car Park at a base for a photo shoot on the 7th and 8th June; spaces are needed for 6-7 vehicles (a motorhome for hair and make-up, food truck, pop up tent etc.) They are fully insured and there would be no need to restrict public access or parking and will be willing to make a donation for using the car park. The company require approval within the next few days or they may source another location. In light of the potential loss of income for the council the Clerk was seeking informal views so that an executive decision could be made and endorsed at the next meeting. Members were supportive of the approach; the matter to be presented to the June council meeting for approval.

Matters for Information or Noting

17/103 Item 26 Programme of works for April was noted. In addition: Clerk to email Cllr Glazier about Greyfriars Flat; amend sheet to 'ongoing' for the Rye Harbour fingerpost; note Cllr Warren's update on the Icklesham fencing and consider drafting parish leaflets for Smeatons Lane emergency vehicle access.

17/104 Item 27 The minutes of the Planning Committee meetings of 10th and 24th April 2017 were noted.

17/105 Item 28 Correspondence was noted.

17/106 Item 29 Reports of councillors and officers attending events – the Chairman reported on a recent RALC meeting.

17/107 Item 30 Future meetings or events – The Chairman and clerk will attend the Hastoe Broad Oak affordable housing opening ceremony.

17/108 Item 31 Date and venue for next meeting confirmed as Monday 12th June 2017 at the Icklesham Memorial Hall commencing at 7.15pm.

Meeting closed at 9.11pm.