



HAILSHAM TOWN COUNCIL

MINUTES of the Annual Meeting of Hailsham Town Council, held at the Fleur-de-Lys Council Chamber/Meeting Rooms, Market Square, Hailsham, on Monday 17th May 2010 at 8.00 p.m.

At 7.30 pm prior to the commencement of formal business Mrs Lesley Farmer, principal of Hailsham Community College, addressed members in respect of the proposed Hailsham Schools Partnerships. Members asked questions about the proposal.

Public Question Time

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes had been assigned for the purpose of permitting Members of the Public present to address the Council, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

None presented.

HTC/AM
10/100 **Present:** Councillors: J.E. Bentley-Astor, B.F. Burchmore, R.E.C. Burnett, N.S. Coltman, Mrs. S.P.M Cottingham, W.F. Crittenden, J.H. Garvican, Mrs. D.S. Haffenden, I.G. Haffenden, Mrs. S.E. Henstock, Mrs. B. Holbrook, P.S. Holbrook, Mrs. C.E. Kempe. R. F. Kempe (Chairman), J. Puttick, G.G. Rowe and Mrs. M. Rowe.

Officers in Attendance

101 Mrs. E.G. Jones (Town Clerk), R.A. Diplock (Responsible Finance Officer, and D. Saxby (Administrative Assistant).

Election of Chairman/Town Mayor

102.1 Cllr. Dr. Ian Haffenden, Chairman/ Town Mayor opened the meeting.

Retiring Chairman's Address

102.2 Councillor I.G. Haffenden thanked everyone for their support during his period as Chairman. He had tried to be balanced and fair, and he hoped he had achieved this although this past year had been a particularly difficult one.

When he took up office in 2008 there had been two main priorities; first to get the Hailsham and Hellingly Masterplan up and running, and secondly to represent Hailsham Town Council at the Aldi Supermarket Planning Appeal.

His hope was that all councillors could work together in the forthcoming final year of this Council.

Councillor Haffenden thanked his wife, Debbie. He thanked the Town Clerk, Liz Jones for all her help and support. He thanked Terry Hall for all his invaluable work as his Personal Assistant. Finally he thanked Councillor Bentley-Astor who had been an excellent Deputy Mayor.

Finally, he stated that it was traditional that the outgoing Mayor bought small gifts for fellow councillors. This year he was not going to do this, instead he was going to divide the remaining funds in the Mayor's Allowance evenly between the Youth Café and the Hailsham and District Twinning Association.

Nominations for Office

102.3 Two nomination were received for the Chairman of the Town Council for the ensuing year in the names of:

Councillor P.S. Holbrook (proposed by Cllr. Mrs. B. Holbrook, seconded by Cllr. Mrs. S.E. Henstock), and
Councillor R.F. Kempe (proposed by Cllr. N.S. Coltman, seconded by Cllr. G.G. Rowe).

A secret ballot was conducted.

The result of the ballot was as follows:- Councillor P.S. Holbrook – 5 votes
Councillor R.F. Kempe – 12 votes

102.4 **RESOLVED** that Councillor R.F. Kempe be duly elected as Chairman/Town Mayor for 2010-2011.

102.5 Councillor Kempe signed the Declaration of Acceptance of Office, and took the chair.

102.6

Councillor Kempe stated that he and his wife had moved to Hailsham in 1998. He liked the town then and still enjoys living here today. The town had been affected in this last two years by the recession but he saw encouraging signs of recovery.

He stated that Councillor Haffenden had been a first class Chairman and ambassador for the town.

He paid tribute to the Town Council staff, he said that this had been a difficult year for them and there had been a great deal of undue pressure on them.

Apologies for Absence:

103 Apologies for absence had been received from Councillors J.H. Blake, G. Canning, B. Cock and T.W. Haffenden.

Declarations of Interest

104 None presented.

Election of Vice Chairman/Deputy Town Mayor

105.1 A single nomination was received for Vice-chairman of the Town Council in the ensuing year, in the name of:

Councillor B.F. Burchmore (proposed by Cllr. G.G.Rowe, seconded by Cllr. Mrs. M. Rowe).

105.2 **RESOLVED** that Councillor B.F. Burchmore be duly elected as Vice Chairman/Deputy Town Mayor for 2010-2011.

105.3 Councillor Burchmore addressed the meeting and stated that he was pleased to accept the nomination; it was a privilege and an honour to represent the town in this capacity.

Appointment of Standing Committees

106 **RESOLVED** that, in accordance with Standing Order No.9(f), the following Standing Committees be appointed:-

- (a) Environment and Leisure Committee
- (b) Burials and Properties Committee
- (c) Finance, Policy and Resources Committee

Appointment of Consultative Panels

Consultations Panel

107 **RESOLVED** that a Consultations Panel be appointed, with delegated authority to examine and comment on behalf of the Town Council on any consultation documents received by the Town Council, which do not fall within the remit of a Standing Committee or for which a response is required before the next scheduled meeting of the appropriate Standing Committee.

Planning Consultative Panel

108 **RESOLVED** that in accordance with Standing Order No. 78, a Planning Consultative Panel be appointed and constituted under the existing terms of reference, with delegated authority to examine local planning applications, and comment by return to Wealden District Council on behalf of the Town Council.

Membership of Committees and Panels

109 **RESOLVED** to:

- (a) approve the number of seats available for allocation on each of the Standing Committees and Panels in accordance with Standing Order No. 9(f), and
- (b) approve and adopt the schedule of membership of the following committees and panels as Appendix HTC/AM/10/109A to these minutes: Councillor P. Holbrook stated that the Liberal Democrat nominations for the Planning Consultative Panel would be forwarded to the Town Clerk in due course.
 - (a) Environment and Leisure
 - (b) Burial and Properties
 - (c) Planning Consultative Panel
 - (d) Consultations Panel

Appointment of Chairmen of Standing Committees, Consultations Panel and Planning Consultative Panel

110.1 Nomination and appointment of Chairman (and Vice-Chairman) for each of the foregoing, were resolved as follows:

Environment and Leisure

110.2.1 A single nomination for Chairman was received for Councillor J. Puttick.

110.2.2 A single nomination for Vice Chairman was received for Councillor G. G. Rowe.

Burials and Properties Committee

110.3.1 A single nomination for Chairman was received for Councillor P.S. Holbrook.

110.3.2 A single nomination for Vice Chairman was received for Councillor Mrs. C. Kempe.

Planning Consultative Panel

110.4.1 A single nomination for Chairman was received for Councillor W.F. Crittenden.

110.4.2 A single nomination for Vice Chairman was received for Councillor J. Puttick.

Finance Policy and Resources Committee

111.1 On confirmation of Committee Chairmen's Ex-officio status, membership of the Finance, Policy and Resources Committee was considered.

111.2 **RESOLVED** to approve and adopt the schedule of membership of the Finance, Policy and Resources Committee, as Appendix HTC/AM/10/109A to these minutes.

111.3.1 Members of the Finance, Policy and Resources Committee appointed a Chairman and Vice-Chairman, as follows.

111.3.2 A single nomination for Chairman was received for Councillor B. F. Burchmore.

111.3.3 A single nomination for Vice Chairman was received for Councillor I. G. Haffenden.

Festivities Sub-Committee – Appointment of Members

112.1 Councillor Puttick requested that the Planning Consultative Panel continue to meet at 7.00 pm as he was of the opinion that 6.30 pm could prove to be too early for some council members and members of the public. This was agreed and the report amended.

112.2 **RESOLVED** to amend and approve the report produced by the Town Clerk as circulated at the meeting and attached as Appendix HTC/AM/10/112A to these minutes.

Local Community Organisations

113 **RESOLVED** that members be appointed to serve as representatives of the Town Council on Committees of local voluntary organisations (as invited) as listed in Appendix HTC/AM/10/113A to these minutes.

Confirmation of Minutes

Town Council

114.1 **RESOLVED** that the Minutes and Reports of the meeting of the Hailsham Town Council (Ref: HTC/09/4/500-521) held on 15th March 2010, as printed and circulated, be taken as read, confirmed as a correct record and signed by the Chairman.

Matters Arising

114.2 None presented.

Urgency Procedure Committee

115.1 **RESOLVED** that the Minutes and Reports of the Urgency Procedures Committee (Ref: UP/09/4/1-5) held on 29th March 2010, as printed and circulated, be taken as

read, confirmed as a correct record and signed by the Chairman.

115.2 **Matters Arising**

None presented.

Meeting Dates and Venues 2010– 2012

116 **RESOLVED** to adopt the schedule of meetings as circulated with the Agenda, amended, and as Appendix HTC/AM/10/116A to these minutes.

Appointment of Bankers and Signatories

117 **RESOLVED** to agree the continued appointment of Barclays Bank PLC as Council's bankers.

End of Year Accounts and Audit 2009 – 2010

118.1 **RESOLVED** to note, approve and adopt:

118.2 a) The report in respect of the Fixed Term Summary as at 31.03.10 as required by the external auditor, as circulated with the agenda, and as Appendix HTC AM/10/118A to these minutes.

118.3 b) Statement of Accounts for year ending 31.03.10 and approve they be signed off by the Responsible Finance Officer and the Chairman of the Council, as circulated with the agenda, and as Appendix HTC AM/10/118B to these minutes.

118.4 c) Sections 1 and 2 of the un-audited Annual Return for 2009/10 and approve they be signed off by the Town Clerk, Chairman of the Council and Responsible Finance Officer, as circulated with the agenda, and as Appendix HTC AM/10/118C to these minutes.

118.5 d) Attachment 2 (i) of the Annual Return for submission to the external auditors, as circulated with the agenda, and as Appendix HTC AM/10/118D to these minutes.

118.6 e) The additional information required by the external auditors (attachment 5) and to note the response to item 6 – Annual Performance Review, as circulated with the agenda, and as Appendix HTC AM/10/118E to these minutes.

North Street Bus Shelter

119.1 The Town Clerk reported that she had been in contact with Waterman Boreham who act on behalf of Tesco Ltd., and they confirmed that Tesco Ltd. have agreed to pay the £5,000 commuted sum as requested. The Town Clerk had advised the agents that the Town Council would expect the shelter to be in good order, with the side panels replaced in polycarbonate sheeting, before the Council would sign the transfer.

RESOLVED to accept Tesco's revised offer of £5,000 in perpetuity to assume responsibility for the bus shelter in North Street once it has been made good with polycarbonate panels.

Councillor's Questions/Information Forum

120 **New Housing Development Battle Road**

Councillor P. Holbrook reported that there is to be a Section 106 agreement attached to this development for the provision of a bus shelter and allotments.

Hailsham in Bloom

121 Councillor Bentley-Astor reminded members that planting would be taking place on Sunday 23rd May at Orchard Gardens for the Sensory Garden, and anyone who was able to come along and help in anyway would be very welcome.

There being no further business, the Chairman closed the meeting at 9.03pm.

CHAIRMAN

Global/Minutes and Agendas/ DS/ AM Minutes 17.05.10