



URGENCY PROCEDURE COMMITTEE

REPORT (Minutes) of the Urgency Procedures Committee at the Fleur-de-Lys Council Chambers, Market Square, Hailsham, on Monday, 29th March 2010 at 7.00 p.m.

Prior to commencement of formal business, a period of not more than 15 minutes was assigned for the purpose of permitting members of the public to address the committee or ask questions (on matters relevant to the responsibilities under direction of this committee) at the invitation and discretion of the presiding Chairman.

Operation Kids Council: Councillor Coltman ward councillor for Hailsham East provided details of the history of youth provision at the Hailsham East Centre and the changes that have resulted in the loss of a youth facility at this site. He then asked the Committee to support the proposal by Stuart Towner of The Town Farm Residents Association to provide a much needed youth service in the Council owned Maurice Thornton Pavilion.

Stuart Towner also confirmed that there is a great need for this proposed facility and he advised the committee that he wanted to work with all the users of the pavilion for the greater good. He also stated that there was potential to obtain grant funding not available to the Town Council to extend the site and facilities in the future to meet an increasing demand by all the users. He stated that the proposed refurbishment of the kitchen would be carried out by qualified and insured tradesmen.

Councillor Brian Cock ward councillor for Hailsham East suggested that if the youth of the area had their own facility it may reduce the vandalism on the pavilion. He also confirmed his support for the proposals.

UP/09/4/
1 Councillors B.F. Burchmore, I.G. Haffenden, (Chairman), P. Holbrook, R. F. Kempe and Mr. M. Caira (Deputy Town Clerk) made up the Urgency Procedure Committee on this occasion.

2 **Apologies for Absence** Councillor J. A. Bentley-Astor

3 **Declarations of Interest** None presented.

4 **Operation Kids Council.**

4.1 Letters of support for the proposal from Hailsham East Community Trust, Living World Community Church, and local resident Janet Simes were circulated, and as Appendix UP/09/4/4A B and C to these minutes.

4.2 Discussion ensued with respect to the "Operation Kids Council" Plans for 2010 proposal, as Appendix UP/09/4/4D to these minutes, together with the original outline proposal "Somewhere to go, Something to do" issued in 2009, as Appendix UP/09/4/4E to these minutes. Issues raised by Hailsham United Junior Football Club in respect of the 2010 Proposed plans were discussed in depth with the main issue being the impact on the space available to the Football Club with the introduction of a pool table, folding snooker table and extended refitted kitchen

area.

4.3 Discussion ensued with respect to the proposed conditions of use as detailed in the Deputy Town Clerk's Report as Appendix UP/09/4/4/F to these minutes. In addition to the three conditions outlined in the report it was proposed that the details of all tradesmen involved in the refurbishment of the kitchen together with confirmation of their insurance details is provided and that there is a constant review of services provided by the group in order to co-ordinate the youth service provision across the town.

4.4 **RESLOVED** that

Hailsham Town Council agrees to:

a) The use of Maurice Thornton Pavilion as a youth club for a six month trial period as per the proposed plan, Appendix UP/09/4/D to these minutes. The trial to commence on completion of the refurbishment works to the kitchen, rent free.

b) The refurbishment of the kitchen as per the plan attached in Appendix UP/09/4/4D to these minutes.

On condition that:

- I) All staff and volunteers are CRB checked and approved.
- II) Full written policies are in place prior to the hiring that should mirror the Youth Development Service Policies, including child protection, risk assessments, and training.
- III) Food and hygiene certificates are obtained for staff operating all cooking sessions.
- IV) The service is constantly reviewed in consultation with all other youth service providers including Claire Atherton, Andy Joyes and Paul Rogers, to ensure a co-ordination and continuity of service provision.
- V) Full details of the tradesmen, including their insurance cover is provided prior to the commencement of the kitchen refurbishment works.

5 **Election Costs**

5.1 The background and cost of issuing poll cards for the by-elections to fill the three vacancies was provided in a report by The Deputy Town Clerk and as Appendix UP/9/4/5A to these minutes.

5.2 The benefits of the issuing of poll cards in a local election were discussed and it was considered that during an unsettled period for the Council it may be better to agree to the normal process of issuing poll cards, despite the costs involved. It was also considered that with only two wards with elections that this may be more confusing for the public and poll cards would act as a good reminder for those eligible to vote.

Councillor Robin Kempe proposed that poll cards should be issued for the three seats available; this was seconded by Councillor Paul Holbrook.

There were no further proposals and a vote on the proposal was taken.

2 votes in favour and none against.

5.3 **RESOLVED** that Hailsham Town Council formally requests that Wealden District Council arranges for poll cards to be issued for the elections in May 2010 to fill the three vacant seats, funded from the Council's Contingency Fund.

There being no further business the Chairman closed the meeting at 7.52pm.

CHAIRMAN