



# 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 16<sup>th</sup> May 2011 at 8.00 p.m.

## **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.

Mrs. Carolyn Kempe said that she had enjoyed her year as Mayoress and thanked all the staff who worked for Hailsham Town Council and hoped that they would continue to be appreciated.

HTC/AM  
11/100 **Present:** Councillors: Mrs. S. J. Bentley, W. A. Bentley, J.E. Bentley-Astor (Chairman), J. L. Blake, Mrs M. Burt Ms C. V. Collinson, N. A. Collinson, N.S. Coltman, Mrs. J. Cook, W.F. Crittenden, R. T. Grocock, Mrs. S.E. Henstock, Mrs. B. Holbrook, P.S. Holbrook, B. Marlowe, S. McAuliffe, G.G. Rowe, Mrs. M. Rowe, Mrs. D. M. Ryan, M.J. Ryan, Mrs. M. Skinner, S. K. Towner, C Triandafllou and A. Williams.

## **Officers in Attendance**

101 Mrs. E.G. Jones (Town Clerk), M Caira (Deputy Town Clerk), R.A. Diplock (Responsible Finance Officer), Miss K. Moralee, T. Hall and D. Saxby.

## **Election of Chairman/Town Mayor**

102.1 Mr. R. F. Kempe opened the meeting.

## **Retiring Chairman's Address**

102.2 Mr. R. F. Kempe said that he was immensely proud to have been TownMayor. There were a number of people he would like to thank.

First of all, he thanked Councillors Coltman and G. G. Rowe who nominated and seconded his candidacy for Mayor. He thanked previous Mayors. He thanked Mrs. C. Kempe who had been Mayoress for her support, help and understanding. He thanked all staff, both indoor and out, and singled out the Town Clerk, Mrs. E. J. Jones; her help, advice and knowledge had been invaluable.

## **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 J. E. Bentley-Astor (proposed by Cllr. A. Williams, seconded by Cllr. W. A. Bentley), and

Councillor P. Holbrook (proposed by Cllr. Mrs. B. Holbrook, seconded by Cllr. Mrs. M. Rowe).

A ballot was held by a show of hands.

The result of the ballot was as follows:- Councillor J. E. Bentley-Astor – 18 votes  
Councillor P. Holbrook – 5 votes

102.4 **RESOLVED** that Councillor J. E. Bentley-Astor be duly elected as Chairman/Town Mayor for 2011-2012.

102.5 Councillor Bentley-Astor signed the Declaration of Acceptance of Office, and took the chair.

102.6 Councillor Bentley-Astor presented the outgoing Mayoress, Mrs C. Kempe with a bouquet of flowers and the retiring Mayor with a town plaque.

He addressed the meeting and congratulated those members who had been newly elected to the Council, and those who had successfully returned.

He said that the new administration would be accountable and modern. They would meet the highest standards, and amongst their priorities would be the regeneration of the High Street. Any changes made would be for the benefit of all the people.

Personally, he thanked all the people who had voted for him. He would be a neutral Chairman allowing debate at all times. Finally he thanked his wife and children.

#### **Apologies for Absence:**

103 None received – all members present.

#### **Declarations of Interest**

104 For the benefit of new members the Town Clerk explained the differences between a personal and prejudicial interest.

No Declarations of Interest were 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 R. T. Grocock (proposed by Cllr. A. Williams, seconded by Cllr. W. A. Bentley).

105.2 **RESOLVED** that Councillor R. T. Grocock be duly elected as Vice Chairman/Deputy Town Mayor for 2011-2012.

105.3 Councillor Grocock addressed the meeting and stated that he was honoured to have the opportunity to be Vice-Chairman/Deputy Mayor at this early stage. He vowed to his best for the town.

#### **Committees and Panels**

106.1 Councillor G. Rowe asked if the principle of the proposed new structure would be debated at the next meeting and not just the appointments.

Councillor A. Williams responded that this would be the case.

- 106.2 **RESOLVED** to defer the appointment of committees and panels, with the exception of the Planning and Development Committee, until a meeting of the Town Council to be held on Wednesday 15<sup>th</sup> June 2011.

#### **Appointment of a Planning and Development Committee**

- 107 **RESOLVED** that in accordance with Standing Order No. 24, a Planning and Development Committee be appointed, with delegated authority to examine local planning applications, and comment by return to Wealden District Council, East Sussex County Council and the South Downs Park Authority on behalf of the Town Council, and

(a) that eight members would comprise the Planning and Development Panel

(b) that the following members are appointed:

Councillors Mrs. S. J. Bentley, J. E. Bentley-Astor, W. F. Crittenden, B. Marlowe, S. McAuliffe, M. J. Ryan and A Williams. The leader of the Liberal Democrat group would inform the Town Clerk of their nomination.

The Chairman and Vice-Chairman of the Panel would be elected at its first meeting on 24<sup>th</sup> May 2011.

#### **Local Community Organisations**

- 108.1 Councillor P. Holbrook objected to the lack of time for consideration for nominations. He wished to be the Council Representative to the Hailsham and District Chamber of Commerce. Councillor S. McAuliffe was the Conservative party nomination. The Chairman put the matter to the vote. The result was as follows:

Councillor P. Holbrook 4 votes  
Councillor S. McAuliffe 14 votes.

- 108.2 **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/11/108A to these minutes.

#### **Confirmation of Minutes**

- 109.1 **RESOLVED** that the Minutes and Reports of the meeting of the Hailsham Town Council (Ref: HTC/10/4/500-522) held on 14<sup>th</sup> March 2011, as printed and circulated, be taken as read, confirmed as a correct record and signed by the Chairman.

- 109.2 **Matters Arising**

None presented.

#### **Meeting Dates and Venues 2011– 2012**

- 110.1 Councillor A. Williams stated that Hailsham Town Council meetings would in future be held on Wednesday evenings.

- 110.2 **RESOLVED** to adopt the schedule of meetings as circulated with the Agenda, amended, and as Appendix HTC/AM/11/110A to these minutes.

### **Appointment of Bankers and Signatories**

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

### **Suspension of Standing Order No. 71(b)**

- 112 **RESOLVED** to temporarily suspend Standing Order No. 71(b), in accordance with the provisions in Standing Order No. 82 to enable the appointment of a Cheque Signatory Panel.

### **Appointment of a Cheque Signatory Panel.**

- 113 **RESOLVED** to appoint Councillors N. S. Coltman, M. J. Ryan, S. K. Towner and A. Williams plus the Chairman and Vice-Chairman of the Council to the Cheque Signatory Panel.

### **End of Year Accounts and Audit 2010 – 2011**

- 114.1 The Responsible Finance Officer spoke briefly to the reports

- 114.2 **RESOLVED** to note, approve and adopt:

a) The Responsible Finance Officer's Summary Report as circulated with the agenda, and as Appendix HTC AM/11/114A to these minutes.

b) The report in respect of the Fixed Asset Summary as at 31.03.11 as circulated with the agenda, and as Appendix HTC AM/11/114B to these minutes.

c) Statement of Accounts for year ending 31.03.11 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/114C to these minutes.

d) Sections 1 and 2 of the un-audited Annual Return for 2010/11 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/11/114D to these minutes.

e) Attachment 2 (i) of the Annual Return for submission to the external auditors, as circulated with the agenda, and as Appendix HTC AM/11/114E to these minutes.

f) 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/11/114F to these minutes.

### **Chairman's Verification**

- 115 **RESOLVED** to note the Chairman of the Council's inspection, reconciliation and certification of Council's income, expenditure and bank balances for the quarter ending 31<sup>st</sup> March 2011.

### **Police Community Support Officers – Partnership Agreement with Sussex Police Authority**

- 116.1 Members debated the amendments to the proposed agreement/contract for 2011/2012 as circulated prior to the meeting.

Members who spoke were in favour of option C.

- 116.2 **RESOLVED** that Hailsham Town Council approaches Sussex Police with a view to signing the Police Community Support Officers Partnership Agreement/Contract as per the original agreement.

**Councillor's Questions/Information Forum**

**Trustees**

- 117 Councillor J. Blake referred to a decision taken by a previous Council in respect of councillors automatically being trustees. He asked for this to be an agenda item at the next Council meeting,

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

CHAIRMAN