



## HAILSHAM TOWN COUNCIL

**MINUTES** of the Meeting of Hailsham Town Council, held at the Fleur-de-Lys Council Chambers/Meeting Rooms, Market Square, Hailsham, on Wednesday 17<sup>th</sup> October 2012 at 7.30 p.m.

The Town Clerk opened the meeting as the Chairman had tendered his resignation from the Council with effect from 15<sup>th</sup> October 2012 and the Vice Chairman was not present. He asked for a nomination to Chair this meeting and to consider the election of the Chairman of the Council.

Councillor W. A. Bentley was the single nominee.

Councillor Bentley stated the next meeting of the Council was scheduled to be held on 14<sup>th</sup> November 2012; the eve of the by-election for a new councillor. He asked members' views on moving the date of the next meeting to the 21<sup>st</sup> November 2012 to enable the new councillor to participate in the election of the new Chairman/Town Mayor. He also suggested members consider delaying the election of the Chairman to this meeting.

Members were in agreement with this.

**RESOLVED** to move the next meeting of Hailsham Town Council to Wednesday 21<sup>st</sup> November.

**RESOLVED** that the election of the new Chairman/Town Mayor take place at the meeting on 21<sup>st</sup> November 2012

### **Public Question Time**

Prior to commencement of the remaining 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 Assembly, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

Mr. T. Tiernan addressed the meeting in respect of play facilities in the town, particularly in the Arlington Road East area where some items of equipment had been removed. He wanted to know who had done this and why.

The Deputy Town Clerk responded that some pieces had been removed by Hailsham Town Council as their age and condition made them no longer serviceable. This was usual practice and the Council was reviewing all its play equipment including those at Arlington Road East.

Mr. Tiernan thanked the Deputy Town Clerk for this answer and said that there were many young children in the area who enjoyed the facilities at this play area.

Mr. P. Crompton of the Sussex Express newspaper introduced himself and said he looked forward to working with the Council.

HTC/12/5/201 **Present:** Councillors: Mrs. S. J. Bentley, W. A. Bentley, J. L. Blake, Ms C. Collinson, N. A. Collinson, N. S. Coltman, W. F. Crittenden, Mrs. S. E. Henstock, Mrs. B. Holbrook, P. S. Holbrook, B. Marlowe, S. McAuliffe, G. G. Rowe, Mrs. D. M. Ryan, M. J. Ryan, Mrs. M. Skinner, and C. Triandafyllou.

202 **Officers in Attendance:** J. Harrison (Town Clerk), M Caira (Deputy Town Clerk), Mrs. M Hagger, D. Saxby and T. Hall.

203 **Apologies for Absence:**

Apologies for absence were received and accepted from Councillors Mrs. M. Burt, Mrs. J. Cook, R. Grocock, Mrs. M. Rowe and S. Towner.

204 **Confirmation of Previous Minutes**

**RESOLVED** that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/12/4/175-200) held on 12<sup>th</sup> September 2012 were confirmed as a correct record, and signed by the Chairman.

205 **Matters Arising**

No matters arising.

206 **Committee and Panel Reports**

**RESOLVED**, after consideration in accordance with Standing Order 18(e), to receive the following reports of Committees, to approve and adopt the recommendations contained therein and the actions taken as reported therein.

A. Planning and Development Committee meetings (18<sup>th</sup> September 2012 and 9<sup>th</sup> October 2012)

B. Hailsham in Bloom Committee (26<sup>th</sup> September 2012)

C. Staff Administration Panel (1<sup>st</sup> October 2012)

D. Business Development Committee (11<sup>th</sup> October 2012)

**Analysis of Historical Projects and Commuted Sums**

207.1 The Finance Officer introduced the officer's report as circulated with the agenda, and discussion ensued.

207.2 **RESOLVED** to agree to the request from the Finance and Budget Oversight Committee:

That the historical project balances which have either never been used or have a balancing figure left, as detailed in the Finance Officer's report and totalling £5335.00, are moved back into the Community Contingency Fund

To cease the ring-fencing of the monies in the Community Contingency Fund which were allocated to the specific projects as detailed in the Finance Officer's Report and which have never been actioned, totalling £9550.00

That those commuted sums which are over ten years old, as detailed in the Finance Officer's Report, totalling £168,400.00, are no longer ring-fenced for those specific developments, while acknowledging that the Town Council remains responsible for

the maintenance of those areas according to legal requirements.

207.3 **RESOLVED** that a not specified amount of the commuted sums should continue to be ring-fenced for public toilets until all options and costs have been considered and council has resolved which option to pursue.

207.4 Councillor N. Collinson requested that his abstention from voting and non-participation in the debate be recorded.

#### **Poll Cards for Forthcoming Election**

208.1 The Town Clerk updated the meeting on the costs of the by-election as received from Wealden District Council. He said that by not issuing polling cards the Council would save in the region of £3,500.

208.2 **RESOLVED** that polling cards not be issued for the Hailsham Town Council by-election on 15<sup>th</sup> November 2012.

208.3 Councillor J. Blake voted against and Councillor P. Holbrook abstained from voting. Both asked for their actions to be recorded.

#### **Area of Land Between the Diplocks Industrial Estate and Housing in Bramble Drive**

209.1 Councillors Mrs. B. Holbrook and P. Holbrook declared personal interests in this agenda item as they are friends of one of the affected family's.

209.2 The Town Clerk introduced this item.

209.3 **RESOLVED** to agree to the request from Wealden District Council as detailed in the recommendation in the officer's report circulated with the agenda, and as Appendix HTC/12/5/209A of these minutes and that the £530.00 Hailsham Town Council contribution to the proposed arboricultural works be taken from the Contingency Fund.

#### **Financial Regulation Amendments**

210 **RESOLVED** to adopt the revised version of the financial regulations as set out in the officer's report circulated with the agenda, and as Appendix HTC/12/5/210A to these minutes.

#### **Cortlandt Stable Block and Public Conveniences**

211.1 Councillor N. Collinson declared an interest in this agenda item as he is a Wealden District Councillor with a remit for Corporate Assets.

211.2 The Chairman of the meeting gave the background to this agenda item and referred members to the officers report circulated with the agenda, and as Appendix HTC/12/5/211A to these minutes.

211.3 Much discussion ensued with regard to the issue of public toilets in Hailsham and the council's previous resolution to provide accommodation for the Hailsham Works Project, subject to a suitable bid to the East Sussex County Council Economic

Intervention Funds - The Rural Growth and Employment, by the Tomorrow's People Trust.

211.4 Issues covered included the amount of time it has taken to progress the issue of public toilets: The need for public toilets in the town is considered a priority by the council for residents and visitors to the town. However Council had previously resolved to look investigate the costs for fully updating the Vicarage Fields toilets which had subsequently proven likely to be prohibitively expensive. The potential for renting the Cortlandt stable block building, for housing the potential 'Hailsham Works!' project (subject to a successful bid to ESCC) and converting part of the building into public toilets has previously been mooted but never formally resolved as a solution. Council agreed that this could be a suitable solution for both issues, but that several points required confirmation before this could be formally resolved.

211.5 **RESOLVED** that HTC Council Officers should:

- Negotiate and agree the annual rent for the Cortlandt Stable Block with the landlord
- Seek to obtain written consent from the landlord for the conversion of part of the building into a public toilet
- Seek to obtain a view from the Planning Authority (Wealden District Council) on the necessary permissions for the conversion into a public toilet
- Obtain an estimate for the costs of the partial conversion to a public toilet

In order to provide council with a full view of the option and comparison of the costs of converting part of the Cortlandt Stable Block into a public toilet for the December 2012 Council meeting. It also being noted that clarification regarding the potential 'Hailsham Works!' Project should also have been reached by that point.

### **Security Issues at the Maurice Thornton Skate Park**

212.1 Councillor M. Ryan declared an interest in this agenda item as he was involved as he was involved in this project from its conception.

212.2 The Deputy Town Clerk stated that approximately £700 had been spent on security for the skate board site as on one occasion up to 100 young people had been using the park before it had been finished. This had been done under officers' delegated authority.

212.3 **RESOLVED** that the expenditure on security of £700 be noted and an equivalent amount be taken from The Contingency Fund to put back into Skate Park Project to fulfil the Council's financial commitment.

### **Motion 153**

214.1 Councillor G Rowe had tabled the following motion as submitted to the Town Clerk in accordance with Standing Orders 13-18:

"That the council should develop a procedure for the tendering of contracts or the consideration of quotes for pieces of work above a specific amount or for a specific period of time, whereby a member of each political group is involved in the decision making process".

214.2 At the meeting Councillor G. Rowe withdrew the motion.

214.3 **RESOLVED** that the Town Clerk is charged with preparing a report detailing a suggested tendering and contracting procedure.

**Councillors' Questions/Information Forum**

215 None presented.

There being no other business, the meeting closed at 8.50pm.

**CHAIRMAN**

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