



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 18th July 2012 at 7.30 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 Assembly, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

Local residents and County Councillor R. Thomas spoke in respect of agenda 5 – 40MPH speed limit for Amberstone and Magham Down. They were in favour of the proposal but were concerned how the speed limit would be policed.

The Chairman asked permission to change the order of business and suspend standing orders to move this agenda item to follow “Declarations of Interest” and allow County Councillor R. Thomas and the public to participate in the debate. This was agreed.

HTC/12/
3/147 **Present:** Councillors: Mrs. S. J. Bentley, W. A. Bentley, J.E. Bentley-Astor (Chairman), J. L. Blake, Mrs. M. Burt, Ms C. Collinson, N. A. Collinson, N. S. Coltman, Mrs. J. Cook, W. F. Crittenden, R. T. Grocock (Vice Chairman), Mrs. B. Holbrook, P. S. Holbrook, B. Marlowe, S. McAuliffe, Mrs. D. M. Ryan, M. J. Ryan, Mrs. M. Skinner, and C. Triandafyllou.

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

Apologies for Absence:

149 Apologies for absence were received and accepted from Councillors Mrs. S. E. Henstock, G.G. Rowe, Mrs. M. Rowe, S. Towner and A. Williams.

Declarations of Interest

150 Councillor W. A. Bentley declared a personal interest in the agenda item - 40MPH speed limit for Amberstone and Magham Down, as he is a East Sussex County Council Cabinet member.

40 MPH Speed Limit for Amberstone and Magham Down

151.1 The Chairman introduced Mr. M. Higgs from East Sussex County Council Road Safety Team and asked him to explain the proposal.

151.2 Mr Higgs said the scheme affected a stretch of the A271 taking in Amberstone and Magham Down; it involved reducing the speed limit to 40 miles per hour. He was

hopeful that it would come into operation early in the new year following consultation and ordering the work.

151.3 Councillor W. Bentley asked if following the relocation of the village sign it could be enlarged to state "Magham Down Welcomes Careful Drivers". Mr Higgs responded that this was possible.

151.4 Councillor Blake asked if it would be possible to have a flashing "Reduce Speed Now" sign. Mr. Higgs said that monitoring the compliance speeds would have to take place and said that Hailsham Town Council would have sight of the monitoring results in due course.

151.5 Hailsham Town Council confirmed its support for the scheme.

151.6 County Councillor Thomas thanked the residents for their cooperation and interest.

152 **RESOLVED** to restore standing orders.

Confirmation of Previous Minutes

153 **RESOLVED** that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/12/2/122-146) held on 20th June 2012 were confirmed as a correct record, and signed by the Chairman.

154 **RESOLVED** that the Minutes and Reports of the Annual meeting of Hailsham Town Council (Ref: HTC/AM/12/100-121) held on 23rd May 2012 were confirmed as a correct record, and signed by the Chairman.

Matters Arising

155.1 Councillor W. A. Bentley said that the Town Clerk needs to retain a copy of members' signed Code of Conduct Declaration forms.

155.2 Councillor Blake stated that he represented no organisation other than Hailsham Town Council on the HTC Health Partnership. This was confirmed.

155.3 It was agreed that Councillor P. Holbrook would substitute for Councillor A. Williams as Oversight Councillor for Community Events whilst Councillor Williams is unavailable.

Committee and Panel Reports

156 **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. Staff Administration Panel (2nd July 2012)

B. Finance and Budget Oversight Committee (4th July 2012)

C. Business Development Committee (on 12th July 2012)

157 **Finance and Budget Oversight Committee – 2nd July 2012**

Councillor Triandafyllou asked all Oversight Councillors for details of their budgetary requirements for 2013/14 by the end of August.

Business Development Panel – 12th July 2012

158 Minute 24 – Portas Pilot Application

Councillor N. Collinson said that it been agreed that £250 had been given to Hailsham Community College as a token for the work undertaken in producing the introductory film for the Portas Pilot Application.

No change to the minute.

159 Minute 25 – Stakeholder Consultation Plan

Councillor N. Collinson stated that the Federation of Small Businesses was holding a bowling event at Freedom Leisure on 18th September 2012. Hailsham Town Council was free to put forward a team.

No Change to the minute.

Amendments to Standing Orders

160.1 This item had been deferred from the Town Council meeting on 20th June 2012.

160.2 **RESOLVED** to adopt the amendments to Hailsham Town Council's Standing Orders as detailed in the report circulated with the agenda and as Appendix HTC/12/3/160A to these minutes; and that the Standing Orders document be redrafted taking account of the amendments and sent to all members prior to the Council meeting in September 2012.

Attendance at Council Meetings and Committee Meetings

161.1 The Chairman reminded members of their responsibility to attend meetings, wherever possible. He was aware that many members worked and had other commitments, but whenever a member was unable to attend a committee meeting a substitute should, wherever possible, be arranged.

161.2 He said that in future members who were unable to attend a Council/committee meeting should furnish the appropriate officer with their apology and a reason for non-attendance. Officers had been instructed not to note a member's absence as an apology if this had not been done.

161.3 Councillor Mrs. S. J. Bentley asked if a panel of adequately trained members could make up a substitute's list for the Planning and Development Committee. The Town Clerk said that he would investigate and place it on the agenda for the meeting in September 2012.

Confidential Business

162 **RESOLVED** that due to the special and confidential nature of the business about to be transacted, and possible disclosure of personal or legal information not in the public interest at the present time, the following items of business be transacted following the temporary exclusion of members of the Public and Press, in accordance with the Council's Standing Orders No. 57 and 58. The reason for exclusion is: (a) engagement terms of service.

Town Clerk and Business Enterprise Manager/Deputy Town Clerk Job Review

- 163.1 Members considered a report from the Sussex Association of Local Councils (SALC) with recommendations regarding the Town Clerk and Business Enterprise Manager/Deputy Town Clerk roles, as circulated prior to the meeting.
- 163.2 Councillor Bentley spoke to the report. He said that no other Town or Parish Council had an officer who carried out the role of Business Enterprise Manager. He said that both officers had served the Council well. What was not addressed in the report from SALC, however, was the position of the Town Clerk receiving CiLCA accreditation.
- Discussion ensued.
- 163.3 **RESOLVED** to:
- a) confirm the appointment of the Town Clerk and accept the report prepared by SALC with effect from 1st July 2012, however progression on the scale be subject to successful accreditation of CiLCA, and
 - b) the Business Development Manager/Deputy Town Clerk being placed on the LC3 with effect from 1st July 2012.

Councillors' Questions/Information Forum

Maurice Thornton Playing Field

- 164.1 Councillor Coltman said that the wooden fence around the Marshfoot Lane section of the Maurice Thornton Playing Field was in a bad state of repair and asked if the necessary remedial work could be put into Outdoor Work Team's schedule.
- 164.2 The Town Clerk responded that the Outdoor Works Team had been working on priorities with specific deadlines, however most of these had now finished so could start to look at the backlog of work, including the fence at the MTPF.

Town Farm

- 165 Councillor Crittenden said that the Town Farm estate was looking very shabby and requested that Wealden District Council be reminded its responsibilities.

South & South East in Bloom

- 166 The Chairman reminded members that Thursday 19th July 2012 was the South & South East in Bloom judging day and asked for volunteers to help in last minute tidying up. He thanked the Hailsham in Bloom Committee for all its work, particularly the Queen's Diamond Jubilee Garden; it was a credit to the town.

There being no other business, the meeting closed at 8.55pm.

CHAIRMAN