

HAILSHAM TOWN COUNCIL

Notice is given of an Extraordinary meeting of the HAILSHAM TOWN COUNCIL to be held in the Fleur-de-Lys Council Chambers, Market Square, Hailsham on

Wednesday, 12th August 2015 at 7.30 p.m.

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes will be assigned for the purpose of permitting members of the Public to address the Council, or ask questions on matters relevant to responsibilities under the direction of this Council, at the discretion of the Chairman.

The order of formal business to be transacted will thereafter be as follows:

1. **APOLOGIES FOR ABSENCE:** To receive apologies for absence of council members.
2. **DECLARATIONS OF INTEREST:** To receive notice of declarations of personal and prejudicial interest in respect of items on this agenda.
3. **“HAILSHAM WORKS!”**
To receive a presentation from the “Hailsham Works!” team on the work of the project and receive question from the council. *(Report to attached, authors ‘Hailsham Works!’ staff)*
4. **POTENTIAL LEASE OR SALE OF LAND TO A LOCAL BUSINESS**
To consider a request from Chandler’s BMW for the council to consider the sale of lease of a small part of its public open space land at Diplocks Way/adjacent to the A22. *(Report attached)*
5. **REPORT OF THE INDEPENDENT WEALDEN PARISH REMUNERATION PANEL -2015/16**
To consider the recent report and recommendations of the Wealden Parish Remuneration panel and their implications for Hailsham Town Council *(Report attached)*.
6. **EAST SUSSEX HEALTHCARE NHS TRUST**
For Council to consider a motion to make a vote of no-confidence in the Senior Management Team of the Trust. This would include asking the Chairman to step down with a letter sent to the Secretary of State to enforce the decision. *(Reports attached)*
7. **COUNCILLORS’ QUESTIONS/INFORMATION FORUM**
(at the Chairman’s discretion).

CLLR NIGEL COLTMAN
Mayor and Chairman

Report to: Hailsham Town Council (Extraordinary Meeting)
Date: 12th August 2015
By: Jan Townsend, Course Leader, Hailsham Works
Title of Report: "Hailsham Works!"

Hailsham Works!

We are now on our second year of the project and group 8 started last week. We have just expanded the staff team to include another trainer (part time) who is a sport specialist.

To break the last two years down into figures, that means:

62 young people have started on the course (excluding the course that has just started) We have run smaller courses than originally planned due to the complex range of issues we have supported the young people to deal with. We also have 11 young people who have not completed the course due to illness or other personal issues.

End of Course outcomes for the first 7 groups meant that 69% of those who completed the course with a positive outcome. (including Further Education, Employment & Training) This does not reflect the many soft skills we have managed to pass on to the Young People. All those who complete the course do so with a First Aid Qualification and a Food Hygiene qualification.

Once the course finishes, we continue to work with the young people for a year and success rate continues to rise during that year. The skills the young people have learned with us, help them to secure the positive outcome they have been working towards.

We have had visits from: The Samaritans, East Sussex Credit Union, Wealden CAB, Marlow Ropes, Computers for Charities, The Health Trainer, Paul Brown Consulting, and Geoff Rowe (Town Cryer). These are just a few of those who have supported the young people.

We have also managed to build good links with Hailsham Community College, The Hailsham Forward Group, Military preparation college, WorkingRite and Sussex Downs College. We have worked with a number of local training organisations and apprenticeship providers.

We have done a wide range of activities that that has included: Cooking, decorating gift boxes for oversea aid, bowling at Freedom Leisure, visits to Knockhatch, lots of group and individual challenges; including several sessions at Tilgate Park in Crawley working on returning the area to its natural state and for use by school groups.

The current group are looking at re-painting the training room and tidying up the front "garden" outside the building as two projects, but are also looking for bigger projects within Hailsham.

Jan Townsend
Course Leader
July 2015

Report to: Hailsham Town Council (Extraordinary Meeting)

Date: 12th August 2015

By: John Harrison, Town Clerk

Title of Report: Potential Lease or Sale of Land To A Local Business

PURPOSE:

To consider a request from Chandler's BMW for the council to consider the sale of lease of a small part of its public open space land at Diplocks Way/adjacent to the A22.

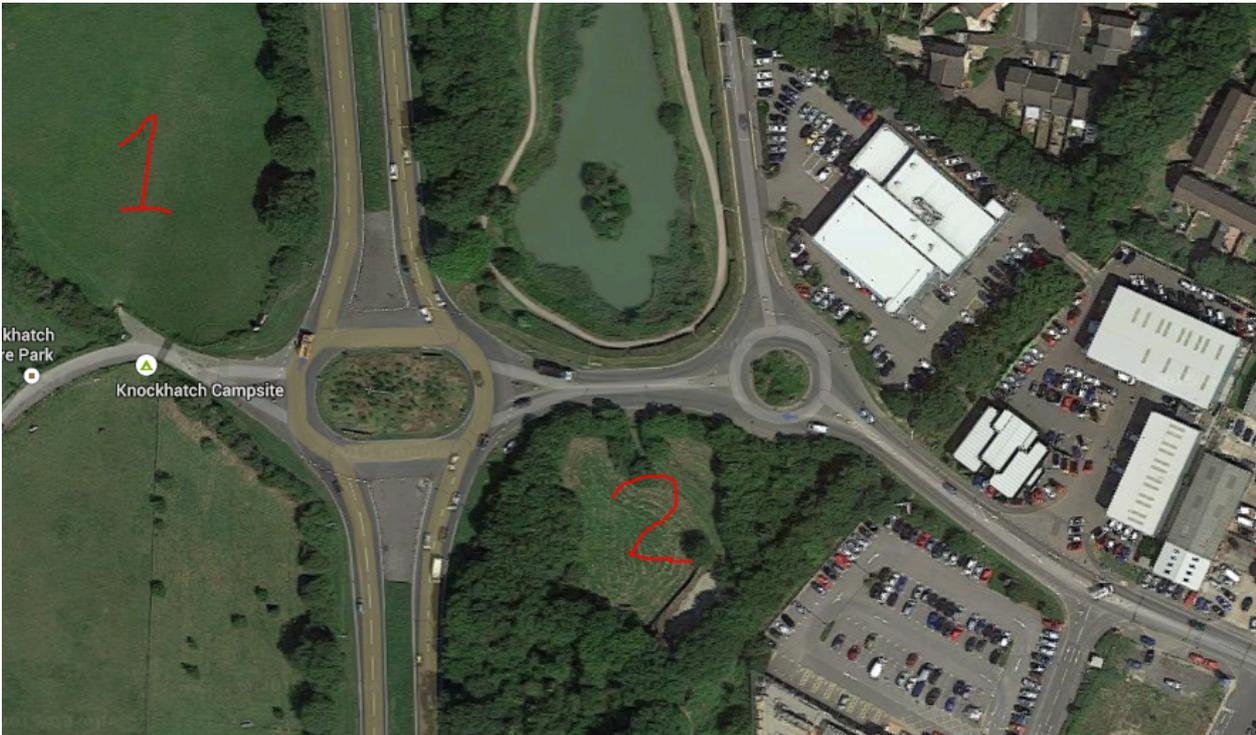
CONSIDERATIONS.

The Town Council has received a request from Chandlers BMW to look into the possibility of leasing/buying a small part of Town Council owned land (marked '2' on the map below).

Chandlers BMW are under increasing pressure to find some suitable land on which to store cars on as their operation expands – they are now arriving at the point where they are running short of options.

Enquiries have also been made regarding a piece of land that could be available on a lease from Knockhatch (No. 1 on the map below), however the Head of Wealden Planning is of the opinion that it would not be suitable as it is 'greenfield' and, therefore, it's conversion would be unlikely to be supported (albeit it would be unobtrusive). However, the Town Council owned piece of land (marked 2 on the map) could potentially be supported for such as it's labelled as 'brownfield'.

Essentially Chandlers are looking to resurface the land in order to provide all weather storage for up to 100 cars (new cars)



The Town Council acquired this piece of land at the same time as the land making up the Country Park and other areas alongside the A22.

The legal agreement drawn when the Town Council acquired this and other larger tracts of land restricts its use, stating that it “shall not be used for any purpose other than as amenity land for public recreational use”. Complicating the issue is the fact that there is a pumping station on part of the land with an access footpath through it, so obviously the Council would need that to remain intact. This is required as part of a legal agreement to provide access to Southern Water.

The following questions have been put to the Council’s solicitor in order to ascertain if this request can be considered and the legal costs involved:

Is it actually possible for us to lease or sell this land to them, so that they can resurface it?
Roughly how long might that process take?
How much would it cost us/the interested company in legal costs?

Response from the Council’s Solicitor

“Further to the above matter I have briefly reviewed the documentation that you have sent me. In order to advise you whether there are any restrictions on the land that will prevent you from leasing the land as discussed I need to obtain colour copies of the relevant plans, together with copies of the other documents referred to in the title, (which see to contain restrictions) and then review the title and planning agreements in detail.

I have enclosed a Cost Estimate broken down into two elements, (1) to review the title and planning restrictions to advise if you can grant the lease and (2) granting the lease itself.

Reviewing title and reporting on feasibility of lease: £350.00

Lease: £650.00-£850.00

Government Duties & Searches

Value Added Tax (at 20%): £200.00 – 240.00

Office Copy Entries: £6.00

Electronic Identity Check: £14.40.”

Conclusion

At this point the Council needs to:

- 1) Consider if it agrees in principal to leasing this land to Chandlers' BMW.

- 2) Agrees to commissioning the Council's Solicitor to undertake a feasibility study and to preparing a lease; subject to the ability to remove the appropriate restrictions and on condition that Chandler's BMW meets the Council's legal costs?

Report to: Hailsham Town Council

Date: 12th August 2015

By: John Harrison, Town Clerk/Michelle Hagger, Finance Officer

Title of report: Report of the Independent Wealden Parish Remuneration Panel -2015/16

PURPOSE:

To consider the recent report and recommendations of the Wealden Parish Remuneration panel and their implications for Hailsham Town Council

BACKGROUND

The Report of the Independent Wealden Parish Remuneration Panel 2015-16 was received by the Council in January 2015. The report is attached as an appendix to this report below

KEY POINTS MADE IN THE REPORT

The Panel recommends:

- Allowances should be paid in accordance with three bands, Levels 1 to 3.
- Hailsham Town Council remains assigned to Level 3.
- There be an increase to all Basic and Chairman's Allowances by banding as follows;

2015/16	LEVEL1	LEVEL2	LEVEL 3
Basic Allowance	£152	£379	£1212
Chairman's Allowance	£263	£596	£1672

- The policy to fix Travelling Allowances in line with HM Revenue & Customs 'Approved Mileage Allowance Payment' rates be re-affirmed.
- There be no increase to Subsistence Allowances.
- The Panel noted with that it is not possible under the current legislation to recommend a Carers' Allowance for Parish Councillors.

- The recommendations are all proposed for implementation at the commencement of the financial year 2015/16. However, town and parish councils, in particular Hailsham and Uckfield Town Councils, could choose to phase in amendments to the allowances over a 3 year period, should they wish to do so, taking into account the impact of the recommended changes on their budgets.

FINANCIAL IMPLICATIONS

Hailsham Town Council is in level 3 for the calculation of Basic and Chairman's Allowances.

Level 3 allowances are increased as follows Basic Allowance increases from £1200 to £1212 and the Chairman's Allowance increases from £1655 to £1672.

HTC has usually awarded 23 X the Basic Allowance, plus the Chairman's Allowance to form these amounts.

For 2014-2015 this totalled £29,255.00, which after tax fell outside of the budgeted amount of £20,000 and additional funding was provided from Reserves.

For 2015-2016 the increases would raise this total to £29,548.00, a total increase of £293.00 before tax.

As the financial year has started and councillors have been paid at the 2014/15 rate, the Finance officer will need to backdate the additional £1.00 per month starting from April 2015 to the next possible payroll run.

CONSIDERATIONS.

Council is asked whether to accept the recommendations of the report – that is whether to accept the full rise as recommended in the report.

Council is also asked to consider the proposed option and choose to phase in amendments to the allowances over a 3 year period, taking into account the impact of the recommended changes on the budgets.

Report of the Wealden Parish Remuneration Panel on Town and Parish Councillor Allowances for 2015/2016

Introduction

1. This is the report of the Parish Remuneration Panel for 2015/16. The Panel is established by Wealden District Council under Regulation 27 of the Local Authorities (Members' Allowances) (England) Regulations 2003, for the Town and

Parish Councils in its area (full list of Town and Parish Councils to which the report applies is attached at Appendix A).

Summary

2. The Panel recommends:

- a) Allowances should be paid in accordance with three bands, Levels 1 to 3;
- b) There be a 1% increase to all Basic and Chairman's Allowances rounded to the nearest pound:

2015/16	LEVEL1	LEVEL2	LEVEL 3
Basic Allowance	£152	£379	£1,212
Chairman's Allowance	£263	£596	£1,672

- c) The policy to fix Travelling Allowances in line with HM Revenue & Customs 'Approved Mileage Allowance Payment' rates be re-affirmed;
- d) There be no increase to Subsistence Allowances;
- e) The Panel notes with regret that it is not possible under the current legislation to recommend a Carers' Allowance for Parish Councillors; and
- f) The recommendations set out above are all proposed for implementation at the commencement of the financial year 2015/16. However, Town and Parish Councils, can choose what level of allowances to implement, for example whether to phase in amendments to the allowances over a 3 year period taking into account the impact of the recommended changes on their budgets.

Membership of Panel and Meetings

3. The Panel consists of three members – Mr Martin Varley (Chairman), Mr Edward Stone and Mr Michael Kettell.

4. The Panel met on Monday, 27th October 2014 (Martin Varley and Edward Stone in person, with Michael Kettell by conference call as he was incapacitated with a broken leg). The Panel subsequently dealt with the preparation of this report through discussion and advice from officers by email.

Panel Remit

5. The Panel produces a report in relation to the members of the town and parish councils for which the Wealden District Council is the responsible authority and in respect of which it is established, making recommendations, in accordance with the provisions of regulation 29 of the Local Authorities (Members' Allowances) (England) Regulations 2003 as to:

- a) the amount of parish basic allowance payable to members of such town and parish councils;
- b) the amount of travelling and subsistence allowance payable to members of such town and parish councils;
- c) whether parish basic allowance should be payable only to the mayor or chairman of any such town and parish council or to all of its members; whether, if parish basic allowance should be payable to both the mayor or chairman and the other members of any such town and parish council, the allowance payable to the mayor or chairman should be set at a level higher than that payable to the other members, and, if so, the higher amount so payable (Chairman's Allowance); and

- d) the responsibilities or duties in respect of which members should receive parish travelling and subsistence allowance.

Parish Basic and Chairman's Allowances

6. As in previous years, the Panel examined information in order to assist in determination of a recommendation on parish basic allowance and whether it should be payable to both the mayor or chairman and the other elected members of a town or parish council.
7. The Clerk to the Panel had invited all Parish Clerks to advise the level of allowances which had been adopted, whether any were claimed, and provide any further comments. A summary of the results were provided to the Panel.
8. At its meeting on 27th October, the Panel took account of the information provided, which included:
 - e) Report to town and parish councils recommending allowances for 2014/15 (the Current Scheme);
 - f) Information on the level of allowances currently paid by Parish and Town Councils (which was provided again to the Panel, when all information was complete).
9. The Panel had carried out a major review of the level of allowances last year, and noted with interest the level at which Parish and Town Councils had chosen to pay allowances.
10. No adverse feedback had been received by the Panel in relation to last year's changes. It was agreed that a recommended 1% uplift in all the basic allowances for levels 1-3 was appropriate, rounded to the nearest £1.
11. Regulation 29(2) requires that recommendations be expressed not only in cash terms but also as a percentage of the amount recommended by the Independent Remuneration Panel as the Basic Allowance for Wealden District Councillors. The Panel is recommending an increase to that allowance for the financial year 2015/16 to £4,386 per annum. Based on that figure, the percentages have been incorporated into the attached Appendix A.

Chairman's Allowance

12. As indicated in previous reports, the Panel is of the view that individual Town and Parish Councils are free to decide whether an allowance should be payable only to the mayor or chairman and/or to all of its members. The Chairman's Allowance as recommended by this report is intended to be paid as a substitute for the Basic Allowance rather than in addition to it, but this is at the discretion of each Town and Parish Council.
13. Town and Parish Councils are reminded that the Chairman's Allowance (again detailed in the attached Appendix A) is an allowance personal to the Parish Councillor elected Mayor or Chairman. It is entirely separate to the allowance under the Local Government Act 1972, Sections 15(5) and 35(5), which is payable as the Parish Council thinks fit to reasonably meet the expenses of the office of Mayor or Chairman.

14. The Panel **recommends** an increase to all Chairman's Allowances in Levels 1 to 3 on the same basis as increases to parish basic allowances, as detailed in Appendix A attached.

Travelling Allowance

15. Under Regulation 26, Town and Parish Councils may pay travelling and subsistence allowances, including an allowance in respect of travel by bicycle or by any other non-motorised form of transport, undertaken or incurred in connection with the performance of any duty within one or more of the categories set out in that Regulation.
16. Councillors can receive up to a tax-free approved amount when using their own vehicles in carrying out their duties. These payments are known as Approved Mileage Allowance Payments (**AMAP**), and as from 6th April 2011 the following rules apply:
- Car or Van – 45p per mile for the first 10,000 miles and 25p per mile thereafter;
 - Motor Cycle – 24p per mile (all miles);
 - Cycle – 20p per mile (all miles); and
 - A 5p per mile per passenger supplement for up to four passengers
17. The Panel **recommends** that the policy to fix Travelling Allowances in line with AMAP be re-affirmed.

Subsistence Allowance

18. The Panel **recommends** that there be no change to the current level of subsistence rates for 2015/16, making the payments as follows, but within the timeslots adopted by the District Council:

Breakfast	£5.50	When away from home on approved Parish/ Town Council business before 8 am.
Lunch	£7.50	When away from home on approved Parish/ Town Council business between 12 noon and 2 pm.
Tea	£3.50	When away from home on approved Parish/ Town Council business between 5 pm and 7 pm.
Evening Meal	£9.50	When away from home on approved Parish/ Town Council after 7 pm.

19. Payment is subject to Parish/ Town Councillors certifying that they had actually and necessarily incurred the amount being claimed.

Co-opted Members

20. Under the relevant legislation, co-opted members of Town and Parish Councils are not eligible to be paid parish basic allowances nor Chairman's Allowances, but may claim Travelling and Subsistence Allowances.

Communication of Allowances

21. It is entirely up to each Town and Parish Council what is to be paid, but the Panel emphasised that it was important that the level of allowance available is known to all Parish Councillors. Some feedback had been received via the Parish Conference that suggested that this was not true in all cases.

22. The Panel asked that Parish and Town Councils be requested to ensure that all Parish Councillors were made aware of what level of allowance was available and what other allowances can be claimed, and highlight it in any induction packs provided for new Parish and Town Councillors.

**Mr Martin Varley
Chairman
14/01/2015**

	LEVEL1	LEVEL2	LEVEL3	
Basic Allowance	£152	£379	£1,212	
Chairman's Allowance	£263	£596	£1,672	
PARISH	No. of Councillors	Maximum Basic Allowance	Maximum Chairman's Allowance	% of Recommended District Basic Allowance
<u>Level 1</u>				
Alciston	n/a	n/a	n/a	n/a
Little Horsted	n/a	n/a	n/a	n/a
Selmeston	n/a	n/a	n/a	n/a
Cuckmere Valley	7	£152	£263	3.47%
Berwick	7	£152	£263	3.47%
Wartling	7	£152	£263	3.47%
Long Man	7	£152	£263	3.47%
Hooe	7	£152	£263	3.47%
Arlington	7	£152	£263	3.47%
Laughton	7	£152	£263	3.47%
Isfield	7	£152	£263	3.47%
Chiddingly	9	£152	£263	3.47%
Hellingly	15	£152	£263	3.47%
Hadlow Down	7	£152	£263	3.47%
Fletching	9	£152	£263	3.47%
Warbleton	11	£152	£263	3.47%
Frant	11	£152	£263	3.47%
Alfriston	7	£152	£263	3.47%
East Hoathly/Halland	9	£152	£263	3.47%
Chalvington/Ripe	7	£152	£263	3.47%
Horam	11	£152	£263	3.47%
East Dean/Friston	9	£152	£263	3.47%
Framfield	11	£152	£263	3.47%
Hartfield	13	£152	£263	3.47%
Ninfield	9	£152	£263	3.47%
Danehill	9	£152	£263	3.47%
Buxted	15	£152	£263	3.47%
Withyham	13	£152	£263	3.47%
Herstmonceux	11	£152	£263	3.47%
Mayfield/ Five Ashes	15	£152	£263	3.47%
Maresfield	14	£152	£263	3.47%
Rotherfield	13	£152	£263	3.47%
Westham	13	£152	£263	3.47%
Pevensey	13	£152	£263	3.47%
Wadhurst	15	£152	£263	3.47%
<u>Level 2</u>				
Forest Row	15	£379	£596	8.64%
Willingdon/Jevington	19	£379	£596	8.64%
Polegate	15	£379	£596	8.64%
Heathfield/Waldron	21	£379	£596	8.64%
<u>Level 3</u>				
Hailsham	24	£1,212	£1,672	27.63%
Uckfield	15	£1,212	£1,672	27.63%
Crowborough	16	£1,212	£1,672	27.63%

ADDITIONAL LINKS:

***If any of the following links do not work, copy and paste hyperlink into browser address bar]**

'Save The DGH: What The Future Holds' - Special Report

<http://www.savethedgh.org.uk/Xdata/assets/files/12122%20Save%20the%20DGH%20what%20the%20future%20holds%20Red.pdf>

East Sussex Healthcare Trust Quality Report: Conquest Hospital

http://www.cqc.org.uk/sites/default/files/new_reports/AAAA2963.pdf

East Sussex Healthcare Trust Quality Report: Eastbourne DGH

http://www.cqc.org.uk/sites/default/files/new_reports/AAAA2969.pdf

Eastbourne Borough Council Minutes (Meeting held on 27 May 2015)

<http://democracy.eastbourne.gov.uk/ieListDocuments.aspx?CId=126&MId=1238&Ver=4>

Polegate Town Council Minutes (Special meeting held on 14 July 2015)

<http://www.polegate-tc.co.uk/files/Minutes%20Special%20Full%20Council%2014th%20July%202015.pdf>