



HAILSHAM TOWN COUNCIL

MINUTES of the meeting of Hailsham Town Council, held at Fleur de Lys meeting Room, Hailsham, on Wednesday 17th July 2019 at 7.30 p.m.

The Chairman of the Grovelands and Gleneagles Residents' Association spoke about people parking inconsiderately.

The Chairman said that he had approached the Headteacher of the school with a view to having a meeting about the situation.

A member of the public had written to the Town Clerk about air quality in Hailsham. She reiterated the points she had made.

The Chairman said that many of the points raised would be considered in the motion to be debated later in the agenda.

County Councillor Bowdler said that East Sussex County Council was supporting a climate change initiative and asked that Hailsham Town Council lend its support.

HTC/20/1
/128 **Present:** Councillors: K. Balsdon, G. Blake-Coggins, C. Bryant, N. S. Coltman (Chairman), D. Cottingham, R. T. Grocock, K. Hinton, B. Holbrook, P.S. Holbrook, M. Laxton, A. O'Rawe, T. Powis, J. Puttick, A M. Ricketts and C. A. Tasane.

129 **Officers in Attendance**

J. Harrison (Town Clerk), M. Caira (Deputy Town Clerk and Business Enterprise Manager), D. Saxby and T. Hall.

130 **Apologies for Absence:**

Apologies were received and accepted from Councillors Clarke, Granville and Nicholls.

131 **Declarations of Interest**

Councillor Laxton declared an interest in agenda item 18 – Hailsham Community Land Trust as she is a member of the Steering Group.

132 **Friends of Park Wood, Hellingly**

Mr David Marlow, a committee member of the Friends of Park Wood, Hellingly spoke about the work of the group and the importance of the wood to local residents.

133 **Hailsham Festival Community Musical Proposal**

Mr Tony Biggin thanked the Council for its grant that was used to fund a young people's project on circus skills.

The project for next year would be a large-scale community musical. It was envisaged that up to 200 local people would be participating.

Mr Biggin said that they do not yet have a venue large enough. Any ideas from Hailsham Town Council would be appreciated.

134 **Chairman's Update**

The Chairman stated that between him and the Deputy Mayor, they had attended 45 events since the Annual Meeting.

A charity event at the Rajdoot restaurant in the High Street raised £1,700 for St Wilfrid's Hospice.

A sponsored bike ride to Gournay-en-Bray raised £200.

135 **Conduct During Council Meetings**

The Chairman stated that he had requested that this item be placed on the agenda. He asked members whether they wished to be addressed formally as Councillor [Y] or informally by their forename.

Members who expressed a preference were of the opinion that in full council meetings it was appropriate that they be addressed as Councillor [Y].

136 **Confirmation of Minutes**

RESOLVED that the Minutes and Reports of the Annual Meeting of Hailsham Town Council held on 15th May 2019 (Ref HTC/AM19/100-127), as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.

137 **Committee Recommendations to Council**

Members were asked to consider the following recommendations made by committees, which were outside of their terms of reference or were otherwise resolved as recommendations to full council:

Assets Management Committee - 26th June 2019: Quinnell Drive

138.1 The Assets management Committee at its meeting on 26th June 2019 had resolved to recommend to Council to allocate up to £2,000 to cover the cost of a chain link fence and one set of goal posts at Quinnell Drive Play Area.

138.2 **RESOLVED** to allocate up to £2,000 to cover the cost of a chain link fence and one set of goal posts at Quinnell Drive Play Area. Funds to be taken from the Ripley capital budget.

Neighbourhood Plan Committee 20th June 2019: Neighbourhood Development Plan Post Adoption

139.1 The Neighbourhood Plan Committee at its meeting held on 20th June had resolved to recommend to Council that the terms of reference of the Planning and Development Committee are amended to ensure that due regard is given to the content of the Hailsham Neighbourhood Plan when commenting on planning matters and that the terms of reference of the Strategy Committee are amended to ensure that the contents of the Hailsham Neighbourhood Plan are taken into

account when considering the council's overall strategic direction.

- 139.2 **RESOLVED** that the terms of reference of the Planning and Development Committee are amended to ensure that due regard is given to the content of the Hailsham Neighbourhood Plan when commenting on planning matters and that the terms of reference of the Strategy Committee are amended to ensure that the contents of the Hailsham Neighbourhood Plan are taken into account when considering the council's overall strategic direction.

140.1 **Neighbourhood Plan Committee**

RESOLVED to:

a) note the minutes from the Neighbourhood Planning Committee Meeting (20th June 2019), and

b) approve the Neighbourhood Plan Committee's delegated authority up to the next Town Council meeting.

Motion 167 – Plastic Free Hailsham

- 141.1 Councillor Laxton proposed the following motion. It was seconded by Councillor Nicholls:

We would request that Hailsham Town Council supports and endorses a Plastic Free Hailsham both in our community and in the town council premises.

We will start the process by implementing the refill a bottle scheme. Then by natural progression other initiatives will follow.

Councillor Laxton said that passing this motion would not require any dedicated officer resources as the scheme would be driven by volunteers who currently litter pick on a regular basis.

- 141.2 **RESOLVED** that *Hailsham Town Council supports and endorses a Plastic Free Hailsham both in our community and in the town council premises.*

We will start the process by implementing the refill a bottle scheme. Then by natural progression other initiatives will follow.

Motion 168 – Air Pollution in Hailsham

- 142.1 Councillor Coltman proposed the following motion. It was seconded by Councillor Laxton:

To acknowledge the increasing health danger of air pollution in Hailsham, especially to younger residents, the Council agrees to:

Write to Wealden District Council requesting that they monitor PM2.5 and PM10 in Hailsham. If not actioned, HTC should contact the University of Sussex to see if they can provide the service.

Request that WDC and ESCC implement a number of measures to restrict cars in the proximity of schools including: 20 MPH limits, extension of double yellow lines, additional signage and any other measures that may be possible.

Promote parents walking their children to school and the use of the Cuckmere Community Bus, through HTC's usual publicity channels (Our Hailsham, Social Media, Youth Services)

Request of WDC that all new build developments in Hailsham & Hellingly should have cycle paths and connection to main cycle routes as detailed in the Hailsham Neighbourhood Plan

Review its environmental policy, and look into replacing its vehicle fleet with appropriate green vehicles as part of its contract renewal process.

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Hailsham Dementia Forum

143.1 Members were asked to consider a request by Wealden District Council to join Hailsham Dementia Forum. It was the aim of the forum to make Hailsham a dementia friendly town.

The Town Council was asked to send one councillor to attend six meetings a year.

143.2 **RESOLVED** that Hailsham Town Council joins the Hailsham Dementia Forum.

Standing Orders

144.1 The Town Clerk stated that the Council is required to review its standing orders annually. To this end, copies of NALC model standing orders and the Hailsham Town Council current standing orders had been circulated with the agenda.

The Town Clerk recommended the following amendments to the existing Hailsham Town Council Standing Orders:

144.2 Standing Order 1 (a) Meetings of the Council shall be held at the Hailsham Town Council offices, Market Square, Hailsham at 19:30 (7.30pm) unless the Council

otherwise decides at a previous meeting.

Recommendation to change the starting time to 7.00pm.

- 144.3 Standing Order 27 (b) A motion to add to or vary or revoke one or more of the Council's Standing Orders, except one that incorporates mandatory statutory requirements (which are in bold), shall be proposed by a special motion, and when proposed and seconded, shall stand adjourned without discussion to the next ordinary meeting of the Council.

Recommendation to remove this Standing Order.

- 144.4 Councillor Tasane recommended that the Council's Standing Orders be amended to make them gender neutral.

- 144.5 **RESOLVED** that Council makes the following amendments to its Standing Orders:

Standing Order 1 (a) Council starting times be 7.00pm
Standing Order 27 (b) to be removed
Standing Orders to be made gender neutral throughout.

And that they stand adjourned until the Council meeting on 25th September 2019.

Indemnity Agreement

- 145.1 Members were asked to consider signing an indemnity agreement related to the payment of Section 106 monies to the Town Council.

- 145.2 **RESOLVED** that Hailsham Town Council signs and executes the Deed of Indemnity through use of the Council's seal.

146 **Confidential Business**

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. 1E:

17 Committee Recommendations to Council – Finance, Budget, Resources and Staffing Committee – 10th July 2019: Deputy Youth Co-ordinator and Finance Officer.

18 Hailsham Community land Trust

19 Transfer of Land to Hailsham Town Council – Welbury Farm

20 MASHH Steering Group

21 Changing Places

The reason for exclusion is:

(b) terms of tenders, and proposals, and counter proposals in negotiations for contracts; the preparation of cases in legal proceedings and engagement and terms of service.

Committee Recommendations to Council – Finance, Budget, Resources and Staffing Committee – 10th July 2019: Deputy Youth Co-ordinator and Finance Officer

147.1 The Town Clerk referred members to the officer's report circulated with the agenda. Members were asked to consider the recommendations made by the Finance, Budget, Resources and Staffing Committee held on 10th July 2019 in respect of the Deputy Youth Co-ordinator and the Finance Officer.

147.2 **RESOLVED** to revise the job description and pay scale of the Deputy Youth Project Co-ordinator and to note the Cilca qualification of the Finance Officer and to revise her remuneration.

Hailsham Community Land Trust

148.1 Mr D Radtke, Chair of the Hailsham Community Land Trust and a representative of Action for Rural Sussex addressed the meeting on the work undertaken so far and their aspirations for the future, including an identified site for possible housing.

148.2 **RESOLVED** to delegate the matter to the Assets Management Committee to investigate further and report back to Council.

148.3 Councillor Laxton did not vote as she had declared an interest in this agenda item.

149 **Councillor K Balsdon**

Councillor Balsdon left the meeting at 9.26pm, as he had to go to work.

Transfer of Land to Hailsham Town Council – Welbury Farm

150.1 Members were asked to consider a request from Taylor Wimpey to transfer land at Welbury Farm to Hailsham Town Council.

Members were concerned that although the land had been cleared and levelled off, it was still unsuitable for playing sports.

150.2 **RESOLVED** to request that the developer meet the costs of employing an independent consultant, identified by Hailsham Town Council to confirm that the land is fit for purpose.

150.3 Councillors Coltman and Grocock requested that their abstentions from voting be recorded.

MASHH Steering Group

151.1 The Chairman reiterated the confidentiality of this agenda item and referred members to the officer's report which included the confidential minutes of the MASHH Steering Group meeting held on 13th June 2019.

151.2 **RESOLVED** to note the report of the MASHH Steering Group.

Changing Places

152.1 The Town Clerk referred members to the officer's report that had been circulated

with the agenda.

152.2 This item had been deferred from the Council meeting held on 30th January 2019 when Councillor Laxton had proposed the installation of a changing places facility at the James West Centre in Brunel Drive at an estimated cost of £70,000.

The Town Clerk stated that a revised estimate for the installation was now £80,000 owing to the amount of work to be done to provide the electricity.

152.2 On being put to the vote the proposal was lost by 7 votes to 5.

152.3 **RESOLVED** that Hailsham Town Council does not proceed with the scheme to install a changing place pod at the James West Centre.

There being no further business, the Chairman closed the meeting at 10.05 pm.

CHAIRMAN

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