

UCKFIELD TOWN COUNCIL



Minutes of the meeting of **UCKFIELD TOWN COUNCIL** held in the Council Chamber, Civic Centre on Monday 18th June 2018 at 7.00 pm.

PRESENT:

Cllr. S. Mayhew (Town Mayor)	Cllr. J. Love (Deputy Mayor)
Cllr. D. Bennett	Cllr. C. Macve
Cllr. M. Dean	Cllr. P. Meakin
Cllr. L. Eastwood	Cllr. I. Smith
Cllr. K. Everett	Cllr. P. Sparks
Cllr. H. Firth	Cllr. D. Ward
Cllr. D. French	Mr. D. Manvell (Youth Member)

IN ATTENDANCE:

No members of the public

One member of the press (*one member of the press recorded the meeting*)

Holly Goring Town Clerk

Christine Wheatley Assistant Town Clerk and Responsible Financial Officer

Minutes taken by Holly Goring.

1.0 DECLARATIONS OF INTEREST

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on the agenda. They were advised that notice should be given at this part of the meeting of any intended declaration and that the nature of the interest should then be declared later at the commencement of the item or when the interest became apparent.

However, no such declarations were forthcoming.

2.0 STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE MAYOR'S DISCRETION

None received.

3.0 TO RECEIVE REPORTS FROM EAST SUSSEX COUNTY COUNCIL AND WEALDEN DISTRICT COUNCIL

No reports provided or members present.

4.0 APOLOGIES FOR ABSENCE

Apologies were received from Councillor J. Beesley.

5.0 MINUTES

- 5.1 To resolve that the minutes of the Annual Statutory meeting of Full Council on 8th May 2018 be taken as read, confirmed as a correct record and signed by the Town Mayor.

FC.17.06.18 It was **RESOLVED** that the minutes of the Annual Statutory meeting of Full Council on the 8th May 2018 be taken as read, confirmed as a correct record and signed by the Town Mayor.

5.2 Action List

Members considered the action list and agreed to remove the following items which had been completed or appeared elsewhere on the agenda;-

FC.108.04.18 – To consider a report on Wealden Works

FC.16.05.18 – To consider the proposed name of the new double roundabout adjoining the Ridgewood Farm development

6.0 COMMITTEE MINUTES

- 6.1 To note the acts and proceedings of the following committee meetings:-

(a) Plans Committee on 14th May and 4th June 2018

FC.18.06.18 It was **RESOLVED** to note the acts and proceedings of the Plans Committee of the 14th May and 4th June 2018.

(b) Environment and Leisure Committee of the 11th June 2018

FC.19.06.18 It was **RESOLVED** to note the acts and proceedings of the Environment and Leisure Committee of the 11th June 2018.

(c) General Purposes Committee of the 29th May 2018

FC.20.06.18 It was **RESOLVED** to note the acts and proceedings of the General Purposes Committee of the 29th May 2018.

7.0 TO RECEIVE UPDATES FROM REPRESENTATIVES TO OUTSIDE BODIES

(i) The Uckfield Town Centre Regeneration Joint Committee

Nothing to report at present. The next meeting is planned to take place on 11th July 2018 at 2.00pm.

(ii) Neighbourhood Plan Steering Group

Nothing to report at present.

(iii) Gatwick Airport Consultation Panel

Nothing to report at present.

8.0 TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS

(i) Civic Centre Working Group

(to be dealt with under confidential business)

(ii) Dementia Friendly Working Group – Uckfield Dementia Forum

Members noted the report.

(iii) Uckfield Events Working Group - Celebrate

Councillor French explained that preparations for the Weald on the Field event

were going well, and the line-up for the music acts was confirmed and would be promoted shortly. Members noted the report.

9.0 TO CONSIDER THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31ST MARCH 2018

Members reviewed the Annual Governance Statement for the period 2017/18, which formed part of the Annual Governance and Accountability Return, on page four of six. This section questioned whether the Town Council had sufficient policies and procedures in place, compliance, risk management and audit processes.

All elements of this section were marked as 'Yes.'

FC.21.06.18 Members reviewed the content of Section 1 (Annual Governance Statement 2017/18) and **RESOLVED** to approve the Annual Governance Statement for 2017/18, and authorised the Mayor and Town Clerk to sign and date this statement on behalf of the Town Council.

10.0 TO CONSIDER THE TOWN COUNCIL'S DRAFT ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN AND FINANCIAL STATEMENTS FOR THE YEAR ENDING 31ST MARCH 2018

Members reviewed the Town Council's financial statements for the year ending 31st March 2018 (as presented on page five of six), and a summary of financial accounts as detailed in the draft Annual Governance and Accountability Return.

FC.22.06.18 Members **RESOLVED** to approve the draft annual governance and accountability return and financial statements for the year ending 31st March 2018, and authorised for the Mayor to sign and date this return on behalf of the Town Council.

11.0 TO CONSIDER THE INTERNAL AUDIT REPORT FOR THE YEAR ENDING 31ST MARCH 2018

Members reviewed the content of the report.

FC.23.06.18 Members **RESOLVED** to approve the internal audit report for the year ending 31st March 2018 and that the Town Council's finances and procedures remained sound.

12.0 TO RE-APPOINT A REPRESENTATIVE TO THE 'WEALDEN BUS ALLIANCE' OUTSIDE BODY

Members noted the mistake made by the Town Clerk in relation to the appointment of a representative for one outside body, 'Wealden Bus Alliance' at the annual statutory meeting of the Council on 8th May 2018. In light of this mistake, a new representative would be required.

FC.24.06.18 Members **RESOLVED** to appoint Councillor K. Everett to represent Uckfield Town Council at meetings of the Wealden Bus Alliance and under this umbrella, Weald Link.

13.0 TO REVIEW THE STANDING ORDERS AND CURRENT PROCEDURE FOR ELECTING A MAYOR AND DEPUTY MAYOR

One member, Councillor C. Macve had put forward a proposed alteration to the way in which the Mayor and Deputy Mayor are elected.

At present, nominations are received at the meeting and a decision is taken by members at that time, by a show of hands or signed ballot.

The proposal put forward by Councillor Macve, suggested that nominations are put forward prior to the meeting, with the inclusion of a short paragraph setting out their desires and ambitions for the town. This would enable all members to review the nominations and make an informed decision at the meeting.

Members discussed the proposal in detail with varying opinions but the key principle was thought to have some merit.

A suggestion was put forward to alter the wording of the Town Mayor's Policy (No. 36) to reflect that the press might not always choose to be in attendance at the annual statutory meeting of Full Council, and this was at their discretion.

It was suggested that an amendment be made that if no nominations were put forward prior to the meeting, that suggestions could then be requested from the floor at the meeting.

FC.25.06.18 Members **RESOLVED** to adopt the proposal to alter the standing orders to request nominations for the position of Mayor and Deputy Mayor prior to the annual statutory meeting of Full Council, with a short paragraph on their background, and desires for the town. An additional caveat would apply, that if no nominations are received prior to the meeting, that nominations could then be requested at the meeting itself.

14.0 TO CONSIDER PROVIDING SUPPORT TO PUBWATCH (to be considered under confidential business)

15.0 TO FEED INTO WEALDEN DISTRICT COUNCIL'S REVIEW OF POLLING STATIONS AND POLLING PLACES

Members reviewed the list of polling stations used within Uckfield Town for elections. Members had been asked if they had received any feedback from their constituents in the past, and whether these polling stations remained accessible.

It was noted by members that the use of the mobile classroom at the front of Manor Primary School was not the most convenient in terms of access and the area often suffered with traffic congestion as a result of the schools/nursery. Previous use of the Youth Centre had been more effective. It was suggested that perhaps the Downsview Centre would be more appropriate, going forward.

It was also noted that residents from the very back end of the Harlands residential estate, had quite a hike uphill to reach Ridgewood Village Hall. No complaints had been received but it was some distance away.

The main issue with Foresters Hall was the lack of parking as a result of the car park often being filled with vehicles from nearby properties.

The Weald Hall could sometimes feel slightly chaotic if there were three different areas using the hall to vote, but it was recognised that this big hall was ideal for the elections.

One member noted that some areas in the country hired in portacabins for their elections

Members subsequently noted the report, and requested that the Town Clerk feed back these comments to the elections team at Wealden District Council.

16.0 TO REVIEW REVISED HIGHWAY PROPOSALS FOR TRAFFIC CALMING IN LEWES ROAD (ADJACENT TO RIDGEWOOD FARM)

A third and revised highway scheme had been put forward for consideration by Taylor Wimpey for Lewes Road, near to the two new road accesses being created from Phase 1A and 1B of the Ridgewood Farm development.

The third scheme proposed, mainly consisted of new speed restrictions, signage including markings on the road and visible signs.

Members felt that the third scheme:

- would work against best practice which recommends that streetscene and public realm environments should be de-cluttered, and with numerous signs and markings being introduced, it could cause confusion to road users;
- could place road users at risk, with limited to no traffic calming measures being put in place along this stretch of road, and;
- a recognition that reductions to the speed limit in this area could encourage drivers to use alternative routes such as Eastbourne Road or Bell Lane;

Members therefore suggested that an amalgamation of the first proposal which sought to introduce traffic calming measures to narrow the road in places, with some of the suggested speed restrictions and signage in the third proposal may reduce the speed of traffic more naturally and thus reduce the risk of any accidents occurring near to the new access points. Any delays that such proposals could cause to public transport would only be temporary as a result of the future plan (during phase two of the development) for buses to travel midway through the new development between the A22 and Lewes Road.

Members also noted that they would like to recommend to the developer that the new estate roads at the Ridgewood Farm development, should be 20mph.

Members noted the report and requested that the Town Clerk feed these comments back to the developer and East Sussex Highways.

17.0 TO NOTE THE MAYOR'S ENGAGEMENTS

Members noted the engagements of the previous Mayor, the current Mayor, and Deputy Mayor's.

18.0 SIGNING OF GRAVE CERTIFICATES AND TO NOTE TRANSFERS OF DEED OF GRANT

No deeds of grant were received.

19.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED

No questions were received by the deadline.

20.0 TOWN CLERKS ANNOUNCEMENTS

None.

21.0 TOWN MAYORS ANNOUNCEMENTS

None.

22.0 CONFIDENTIAL BUSINESS

FC26.06.18

It was **RESOLVED** that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw.

22.1 To consider providing support to Pubwatch

Members noted the report and requested that the Town Clerk provide further information before making a decision.

22.2 Update from the Civic Centre Working Group

Members noted the update provided.

The meeting closed at 8.08pm.