

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 1<sup>st</sup> October 2018 at 7.00pm

## PRESENT:

Cllr. D. Ward (Chair)	Cllr. K. Everett
Cllr. P. Sparks (Vice-Chair)	Cllr. H. Firth
Cllr. M. Dean	Cllr. P. Meakin
Cllr. L. Eastwood	Cllr. I. Smith

## IN ATTENDANCE:

One member of the press  
One member of the public  
Councillor S. Mayhew  
Holly Goring – Town Clerk

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.

Councillor I. Smith declared an interest in agenda item 5.5 as he advised that he was the Chairman of Brighter Uckfield and a member of the board of Uckfield FM.

Councillor L. Eastwood declared an interest in agenda item 5.5 as she was also involved in Uckfield FM.

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

No statements were received.

### 3.0 APOLOGIES FOR ABSENCE

Apologies were received from Councillor J. Love.

### 4.0 MINUTES

#### 4.1 Minutes of the meetings of the General Purposes Committee held on the 20<sup>th</sup> August 2018

#### **GP21.10.18**

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 20<sup>th</sup> August 2018 be taken as read, confirmed as a correct record and signed by the Chairman.

#### 4.2 Action list

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

GP13.07.18 – Town Council’s community grants programme  
GP20.08.18 - Noticeboard at Ridgewood Village Hall

4.3 Project list

Members noted the updated project list.

**5.0 FINANCIAL MATTERS**

5.1 To note bills paid

Members noted the report.

5.2 To note the income and expenditure reports for 2018/19

One member queried the frequency of the rates payment, noted in the Luxfords spreadsheet. The Town Clerk advised that this was a one-off annual payment.

A second member acknowledged that it was very pleasing to see the income for the Civic Centre looking healthy, and above budget at this stage in the financial year.

Members subsequently noted the report.

5.3. Bad Debts

Members noted the report.

5.4 To receive the minutes of the Finance Sub-Committee held on 12<sup>th</sup> September 2018

Councillor Sparks noted that he had left the meeting for a short time during discussions as a result of his declarations of interest. He felt that this should be recorded within the minutes. The Town Clerk advised that the accuracy of the minutes could be picked up by the Finance Sub-Committee at their next meeting.

Members agreed to note and receive the minutes.

5.5 To consider the recommendations of the Finance Sub-Committee held on 12<sup>th</sup> September 2018

Members reviewed the list of organisations and amounts recommended by the Finance Sub-Committee to receive grant funding for 2019/20 through the Town Council’s Community Grants Programme.

The Chairman of Finance Sub-Committee, Councillor P. Meakin advised that there was one anomaly, whereby the figure reviewed by the Committee on the night of the meeting for the Citizen’s Advice Bureau was £60 short of the figure that the Citizen’s Advice Bureau wished to apply for i.e. members read the figure £18,836 instead of £18,896 from the paperwork provided.

Members discussed more widely the financial contribution provided to the Citizen’s Advice Bureau on an annual basis. They recognised the fantastic support and work that they did in the town but were conscious that the Town Council was becoming more stretched and under pressure in terms of supporting everyone and meeting its own budgetary requirements. There were mixed views around the table. The Town Clerk reminded members that the funding provided to the Citizen’s Advice Bureau, was provided under Section 142 legislation from the Local Government Act 1972, and a pot of funding was set within the budget each year as part of the budget setting process, alongside the pot of funding

provided more generally for the provision of community grants under the General Power of Competence.

As there were a couple of points to consider, members took the resolutions in stages.

#### **GP22.10.18**

Members **RESOLVED** to:

- (i) note the recommendations of the Finance Sub-Committee from their meeting on 12<sup>th</sup> September 2018;
- (ii) with seven votes in favour and one member (Councillor P. Sparks) abstaining, that approval be given for the sum of £24,531 to be provided to the organisations listed in 2019/20 under the General Power of Competence;
- (iii) with four votes in favour and two members abstaining (Councillor P. Sparks and Councillor P. Meakin), that the original sum reviewed by Finance Sub-Committee on 12<sup>th</sup> September 2018 of £18,836 be granted to the Citizen's Advice Bureau for the period 2019/20;
- (iv) with seven votes in favour and one member (Councillor P. Sparks) abstaining, that the Volunteer Centre be granted the sum of £8,000 through a service level agreement for 2019/20.

#### 5.6 To give early consideration to the draft fees and charges for 2019/20

Members reviewed the current fees and charges for room hire rates for the two sports pavilions, Foresters Hall and the Civic Centre.

The Town Clerk advised that she was keen to receive early thoughts on the fees and charges, to be presented back to members at the next General Purposes Committee.

#### **GP23.10.18**

Members **RESOLVED** to:

- (i) consider increasing the hourly hire rate for the two Sports Pavilions at Victoria and West Park, by 2%;
- (ii) consider increasing the hourly room hire rate for the Civic Centre and Foresters Hall, by 2%.

#### 5.7 To give early consideration to the draft committee budget(s) for 2019/20

Members reviewed a paper listing some of the new initiatives for consideration in the 2019/20 budget, which members had previously identified in business planning discussions.

Members felt that the booking system was in need of updating.

Other suggestions put forward by members for consideration included:

- (i) An updated Town Map including footpaths;
- (ii) CCTV cameras for recreation grounds where vandalism occurs;
- (iii) Making a grant to Wealden Works to contribute to the work they do to support young people aged 16-25 who are not in employment, education or training;
- (iv) dropped kerbs, although members advised that this was discussed previously at the meeting of Environment and Leisure Committee, and due to the complexities and limited match funding available from other authorities it would not be possible to deliver or meet residents' expectations;
- (v) A portable but more permanent Speed Indicator Device which could be stationed around the town;

(vi) A review of the Town Council's financial procedures and processes;

The Town Clerk advised that officers would review the list provided, the costs associated and practicalities of these suggestions.

## **6.0 BUILDINGS**

### **6.1 To note the current position with the Council's buildings**

Members reviewed an update on the current condition of the Council's buildings.

The report also asked members whether they would be happy for the Town Council's surveyor's to consider the costs associated with the installation of parking blocks in Foresters Hall car park to reduce the risk of vehicles damaging the building.

### **GP24.10.18**

Members **RESOLVED** to:

- (i) note the report, and;
- (ii) give permission for the Town Council's surveyor to work with the relevant contractor to identify the costs associated with installing parking blocks in Foresters Hall car park.

## **7.0 POLICY**

None.

## **8.0 ADMINISTRATION**

### **8.1 To receive a report on the administration of the Council**

Members noted the report.

### **8.2 To receive Members' audit reports**

None received but a few had been booked in for review at the next meeting.

## **9.0 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

### **9.1 To consider reports from:-**

- (i) Citizens Advice Bureau  
Nothing to report at this time.
- (ii) Ridgewood Village Hall Management Committee  
Nothing to report at this time.
- (iii) Uckfield and District Preservation Society  
Nothing to report at this time.
- (iv) Uckfield Volunteer Centre  
Members noted the report.
- (v) Wealden District Association of Local Councils – Management Committee  
Nothing to report at this time.
- (vi) Wealden District Association of Local Councils – Planning Panel  
Nothing to report at this time.

## **10.0 CHAIRMAN'S ANNOUNCEMENTS**

None.

**11.0 TOWN CLERK'S ANNOUNCEMENTS**

None.

**12.0 CONFIDENTIAL BUSINESS**

**GP25.10.18** 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.

12.1 Action list (confidential business)

Members noted the report.

12.2 To review the lease for the Source with Uckfield Baptist Church

Members reviewed the papers provided by the Town Clerk.

**GP26.10.18** It was **RESOLVED** to:

- (i) remove a previous clause within the lease agreement to request a 10% recharge on rental income;
- (ii) to renew the lease for the Source with Uckfield Baptist Church on the current terms for a period of two years.

The meeting closed at 8.23pm.