

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 23rd January 2017 at 7.00pm

PRESENT:

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

IN ATTENDANCE:

Councillor D. French
2 members of the press
1 member of the public

Holly Goring – Town Clerk

Minutes taken by Holly Goring.

1.0 DECLARATIONS OF INTERESTS

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.

None were forthcoming.

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

None were received.

4.0 MINUTES

4.1 Minutes of the meetings of the General Purposes Committee held on the 28th November 2016

GP34.01.17

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 28th November 2016 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:-

GP22.10.16 – To consider the recommendations of the Finance Sub-Committee held on 14th September 2016.

4.3 Project list
Members noted the updated project list.

4.4 To receive the minutes of the Personnel Sub-Committee held on 17th October 2016.

GP35.01.17 It was **RESOLVED** that the minutes of the Personnel Sub-Committee on the 17th October 2016 be approved.

5.0 FINANCIAL MATTERS

5.1 To note bills paid
Members noted the bills paid.

5.2 To note income and expenditure
Members noted the income and expenditure financial forecasts for both General Purposes and Luxfords Restaurant.

5.3. Bad Debts
Members were concerned with the regular appearance of one bad debtor on the list of bad debts and requested that Town Council Office staff seek to address this with the company.

Members subsequently noted the current bad debts recorded.

6.0 BUILDINGS

6.1 To note the current position with the Council's buildings
Members reported their upset at the vandalism that had taken place to the Defibrillator at West Park and felt this behaviour was totally unacceptable. It was suggested that some form of surveillance be placed in the vicinity.

Members subsequently noted the report.

6.2 To review the conditions of use and hire at Foresters Hall
Members considered the proposed amendments to the conditions of use and hire of Foresters Hall.

Members discussed the outside light which was often left on by hirers and suggested that a security light which worked on a sensor basis may be more appropriate.

It was also noted that it would be useful to add in how hirers can control the heating within the hall.

GP36.01.17 It was **RESOLVED** that the revised terms and conditions be adopted subject to the above comments.

7.0 POLICY

7.1 Equal Opportunities – Policy no. 19
The Town Clerk advised that the policy had been brought to the Committee for refresh and review as part of the Town Council's programme of policy reviews.

The changes made reflected current language within the Equality Act 2010 and Public Sector Equality Duty. The Policy itself was adhered to by staff and would continue to be referred to in the Town Council's working practices.

GP37.01.17 It was **RESOLVED** that the proposed amendments be approved and the refreshed Equality Policy be adopted.

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
Members noted the audit reports.

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
Members noted the report.

(iii) Uckfield and District Preservation Society
Nothing to report at this time.

(iv) Uckfield Volunteer Centre
Nothing to report at this time.

(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

No update received from the Chairman.

11.0 TOWN CLERK'S ANNOUNCEMENTS

No update received from the Town Clerk.

12.0 CONFIDENTIAL BUSINESS

GP38.01.17 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 To consider a report on Luxfords Restaurant
Members considered the confidential report and noted its contents.

The meeting closed at 7.35pm.