

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 23<sup>rd</sup> September 2019 at 7.00pm

## **PRESENT:**

Cllr. C. Macve (Chair)	Cllr. J. Love
Cllr. D. Ward (Vice-Chair)	Cllr. A. Smith
Cllr. B. Cox	Cllr. P. Sparks
Cllr. J. Edwards	

## **IN ATTENDANCE:**

One member of the press (recorded the meeting)  
One 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.

Councillor J. Love wished to declare a personal interest in agenda items 4.2 and 5.3 as a result of working for one of the businesses listed.

### **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 Councillors H. Firth and C. Snelgrove.

### **4.0 MINUTES**

#### **4.1 Minutes of the meetings of the General Purposes Committee held on the 12<sup>th</sup> August 2019**

#### **GP20.09.19**

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 12<sup>th</sup> August 2019 be taken as read, confirmed as a correct record and signed by the Chairman.

#### **4.2 Action list**

Members considered the action list in detail and advised that the following actions be removed before noting the report:

- GP35.01.18/GP.42.02.18 – Signal Box steps

- 4.3 Project list  
Members advised that project no. 61 (Five Year Asset Valuation) could be removed as a result of being completed, and subsequently noted the report.

## **5.0 FINANCIAL MATTERS**

- 5.1 To note bills paid  
Members noted the bills paid.
- 5.2 To note the income and expenditure reports for 2019/20  
Members noted the reports.
- 5.3. Bad Debts  
Members noted the current bad debts recorded and payment plans in place.

## **6.0 BUILDINGS**

- 6.1 To note the current position with the Council's buildings  
Members reviewed the regular update on works and repairs within the Town Council's buildings. Members wished to thank the Estates and Facilities Manager for his comprehensive report and hard work to progress these matters.

Members subsequently noted the report.

## **7.0 POLICY**

None.

## **8.0 ADMINISTRATION**

- 8.1 To receive a report on Health and Safety within the Council  
Members reviewed the report circulated and discussed the accidents that had occurred in the last quarter, along with lessons learned, with an update provided by the Estates and Facilities Manager.

Members then noted the report.

- 8.2 To receive Members' audit reports  
Members noted the audit reports undertaken.

## **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  
Members noted the report.

(vi) Wealden District Association of Local Councils – Planning Panel  
Nothing to report at this time.

(vii) Wealden Works  
Nothing to report at this time.

#### **10.0 CHAIRMAN'S ANNOUNCEMENTS**

None.

#### **11.0 TOWN CLERK'S ANNOUNCEMENTS**

None.

#### **12.0 CONFIDENTIAL BUSINESS**

##### **GP21.09.19**

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 advised that the following actions could now be removed:  
GP37.01.19/GP43.02.19 – Rent review/lease for former cemetery chapels  
GP44.02.19 – Rent review/lease for Victoria Pavilion

Members noted the report.

##### **12.2 To review lease for the Signal Box**

Members reviewed the draft lease agreement currently in place for the Signal Box, previous terms and conditions and the history of the current tenants.

##### **GP22.09.19**

It was **RESOLVED** to request that the Town Clerk make contact with the current tenant and seek to renew the existing lease for a term of two years with the same conditions.

##### **12.3 To receive an update on the tender process for the Year 4 Maintenance Programme**

Members noted the update provided and advised that if any urgent decision was required in terms of expenditure before the next meeting, that the Urgent Consultation Panel be called.

##### **12.4 To consider an update on Luxfords Restaurant**

Members wished to thank staff for their hard work over the summer months and noted the report.

The meeting closed at 19.57pm.