

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 24<sup>th</sup> April 2017 at 7.00pm

## PRESENT:

Cllr. D. Ward (Chair)  
Cllr. J. Love (Vice-Chair)  
Cllr. M. Dean

Cllr. L. Eastwood  
Cllr. K. Everett  
Cllr. H. Firth

## IN ATTENDANCE:

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

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

Apologies were received from Councillors J. Anderson, P. Meakin and I. Smith, and youth member Mr. Coleman.

### 4.0 MINUTES

#### 4.1 Minutes of the meetings of the General Purposes Committee held on the 6<sup>th</sup> March 2017

#### **GP47.04.17**

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 6<sup>th</sup> March 2017 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:-

GP42.03.17 – To review Risk Management Policy – No. 29

GP43.03.17 – Town Clerk's Announcements

4.3 Project list

Members noted the updated project list.

4.4 To consider the recommendation of the Environment and Leisure Committee of 13<sup>th</sup> March 2017

Members reviewed the recommendation of the committee, which related to proposals from East Sussex County Council for the North Wealden Community Transport Partnership to continue service provision and run an extended Saturday bus service between Forest Row and Heathfield (via Uckfield) in light of recent cuts.

**EL.54.03.17** *It was **RESOLVED** to recommend to the General Purposes Committee that the funds be taken from Reserves on the proviso that all other Councils agree to proceed, if one declines then Uckfield would not contribute.*

Five parish/town councils had been approached for funding (Forest Row, Framfield, Heathfield, Maresfield and Uckfield) towards the service and contributions were calculated by tax base. All councils had, in principle, agreed to make a financial contribution towards the Saturday service, subject to all other parishes agreeing to proceed. As with Uckfield Town Council, some of the parishes had to receive final approval from their Finance Committee to approve the use of general reserves.

The Chairman explained that information had been received that day, which advised that Forest Row Parish Council's Finance Committee had declined support for the service, due to the method used for calculating the funding contributions between the parishes.

**GP48.04.17** Members considered the recommendation and **RESOLVED** to accept in principle, to provide a financial contribution towards the Saturday bus service, but on the proviso that Maresfield, Framfield and Heathfield parish councils contribute. If one other parish council pulls out, no financial contribution would be provided.

**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 queried the reappearance of one bad debtor on the list and requested information from the Town Clerk.

The Town Clerk advised that the amount outstanding was currently low, but the bad debtor had been informed that a review would be undertaken of their lease if this pattern of irregular payments continued.

Members subsequently noted the current bad debts recorded.

- 5.4 Carry forward of unspent revenue budget 2016-17  
Members reviewed the report which advised that maintenance works programmed in for 2016/17 were still underway and funding from 2016/17 would need to be carried forward to cover these costs.

**GP49.04.17** Members **RESOLVED** that:

- the sums identified be carried forward from the 2016/17 financial year to the 2017/18 financial year, and;
- the collective amount of £125,000 be put into one heading "Building Maintenance Fund".

**6.0 BUILDINGS**

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

Members noted the report.

6.2 To consider the works required to the Town Clock

Members reviewed the report which advised that the Town Clock was broken beyond repair. The clock had been previously maintained by the Rotary Club, but in 2013, the Environment and Leisure Committee considered a request by the Rotary Club to take over maintenance of the Town Clock including the provision of scaffolding. The Rotary Club had obtained an estimate for a new clock and associated works of £2,625.

Members noted the recent feedback from local residents who felt it was a great asset to the town and it was a focal point within the town.

**GP50.04.17** Members subsequently **RESOLVED** to:

- provide funding from general reserves to fund the purchase and installation of a new clock, and;
- ensure that funding is incorporated within next year's budget setting process to cover on-going maintenance in future years

**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

Members noted the audit report.

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

9.1 To consider reports from:-

(i) Citizens Advice Bureau

Members noted the report.

(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**

No update received from the Chairman.

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

The Town Clerk advised that it was best practice and recommended by Auditors for the Council to review its governance statement on an annual basis.

The Town Council would therefore be reviewing its annual governance statement at the meeting of Full Council in June 2017, where members would be required to review the draft annual return for 2016/17 and accompanying financial statements.

Members noted this information.

#### **12.0 CONFIDENTIAL BUSINESS**

##### **GP51.04.17**

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 7.27pm.