

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 4<sup>th</sup> November 2019 at 7.00pm

## PRESENT:

Cllr. C. Macve (Chair)	Cllr. H. Firth
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)

Holly Goring – Town Clerk  
Mark Francis – Estates & Facilities Manager

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 received.

### 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. Love and C. Snelgrove.

### 4.0 MINUTES

#### 4.1 Minutes of the meetings of the General Purposes Committee held on the 23<sup>rd</sup> September 2019

#### GP23.11.19

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 23<sup>rd</sup> September 2019 be taken as read, confirmed as a correct record and signed by the Chairman.

#### 4.2 Action list

Members noted the action list.

#### 4.3 Project list

Members advised that the outstanding item from the Year 3 Maintenance Programme (Project B – Victoria Pavilion) doors had now been completed albeit snagging and could be removed. Members 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 reasons for this.

### 5.4 To receive the minutes of the Finance Sub-Committee held on 18<sup>th</sup> September 2019

Councillor P. Sparks (Chairman of Finance Sub-Committee) wished to advise 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.

Subject to this amendment, members agreed to note and receive the minutes.

### 5.5 To consider the recommendations of the Finance Sub-Committee held on 18<sup>th</sup> September 2019

Members reviewed the list of organisations and amounts recommended by the Finance Sub-Committee to receive grant funding for 2020/21 through the Town Council's Community Grants Programme.

**GP24.11.19** Members **RESOLVED** to approve the recommendation of the Finance Sub-Committee to award grants totalling £43,900 to local groups and organisations in 2020/21 plus £8,000 to the Volunteer Centre for their service level agreement.

### 5.6 To consider the draft fees and charges for 2020/21

Members reviewed the current fees and charges for room hire in the Civic Centre, Foresters Hall and sports pavilions and were invited to consider the proposed fees and charges for 2020/21.

**GP25.11.19** Members **RESOLVED** to set a 2% increase on the current fees and charges for the hire of rooms within the Civic Centre, Foresters Hall and sports pavilions; rounding up or down to the nearest 5 or 10p.

### 5.7 To consider new initiatives for the draft committee budget(s) for 2020/21

Members reviewed the current suggestions from staff for consideration and put forward initiatives:

- incorporate within the budget for election costs, the cost of paying for poll cards in local/by-elections;
  - as part of the Climate Change action plan, investigate the costs of alternative methods of heating and insulation of the Council buildings and energy saving sources;
  - replacement ash tray bins outside the Civic Centre;
  - air conditioning for specific areas of the Civic Centre including Luxfords Restaurant;
  - tetra packs recycling scheme
- Members subsequently noted the report.

## **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 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 noted the contents.

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

None received.

## **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) East Sussex Association of Local Councils AGM

Members noted the report.

(iii) Ridgewood Village Hall Management Committee

Nothing to report at this time.

(iv) Uckfield & District Housing Association Ltd Management Committee

Nothing to report at this time.

(v) Uckfield & District Preservation Society

Nothing to report at this time.

(vi) Uckfield Volunteer Centre

Members noted the report.

(vii) Wealden Works

The Chairman advised that the Uckfield & District Lions had raised funds for Wealden Works this year, as part of their classic car run at the end of September 2019, and raised profits of in the region of £2,300. The Lions had agreed to up the amount to £3,000 and would be presenting this donation to the Wealden Works at their next business meeting.

One member encouraged the Town Councillors to attend their annual achievement evening in December as it highlighted the fantastic work Wealden Works carried out. Members subsequently noted the report.

(viii) Wealden District Association of Local Councils – Management Committee

Members noted the report.

- (ix) 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**

The Town Clerk reminded Town Councillors to advise her if they planned to attend the Remembrance Sunday Parade and service, so she could inform Holy Cross Church of numbers.

**12.0 CONFIDENTIAL BUSINESS**

**GP26.11.19**

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 noted the report.

12.2 To receive an update on the tender process for the Year 4 Maintenance Programme

**GP27.11.19**

Members noted the update provided and **RESOLVED** to proceed with the works.

12.3 To consider an update on Luxfords Restaurant

Members noted the report.

The meeting closed at 7.51pm.