

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre on Monday 16<sup>th</sup> December 2019 at 7.00pm

## **PRESENT:**

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

## **IN ATTENDANCE:**

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

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 Councillor C. Snelgrove.

### **4.0 MINUTES**

#### **4.1 Minutes of the meetings of the General Purposes Committee held on the 4<sup>th</sup> November 2019**

#### **GP28.12.19**

It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on the 4<sup>th</sup> November 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 confirmed removal of projects no. 52 (Microwave) and no. 58 (new Town Council website). 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**

One member highlighted that it was good to see the income from the Civic Centre looking healthy and ahead of our budget anticipations at this stage in the year.

Members subsequently noted the reports.

### **5.3. Bad Debts**

Members noted the current bad debts recorded and reasons for this.

### **5.4 To note the report of the Internal Auditor (October 2019)**

Members reviewed the report of the Internal Auditor and acknowledged that the report reflected well on staff, with no questions or queries raised. Members 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.

It was noted by one member that the external light outside the Foresters Hall was regularly being left on. It was suggested that a light with a movement sensor may be more appropriate, so not dependent on the hall hirer.

Members subsequently noted the report.

### **6.2 To consider proposals for upgrading Ridgewood Village Hall Car Park**

Members reviewed a report presented by the Estates and Facilities Manager which advised that the upgrading of the Ridgewood Village Hall Car Park could be carried out in two stages. The first stage would extend the size of the car park, by taking in the current grassed area, to provide more spaces, the latter stage would involve the final tarmac finish and lining.

One member asked for reassurance that by doing the works in two stages, that it would not cost more. The Estates & Facilities Manager advised that the works were merely split into two from the original quotation, so there would be no increase in costs as a result of carrying out the works in two phases.

It was acknowledged that there was a meeting of the Ridgewood Village Hall Committee early January, so it may be worth waiting to understand their plans for refurbishment, and that any works to the car park would not have an impact on the cost or timescales of that refurbishment. It was also noted that the car park was used by others, such as those using the Millennium Green, so it does need to be improved for all users.

### **GP29.12.19**

It was **RESOLVED** to delay the agreement to upgrade the car park until the Ridgewood Village Hall Committee had held their meeting in early January, and therefore defer the decision until the next meeting of General Purposes Committee on 27<sup>th</sup> January 2020.

## **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  
Nothing to report at this time.

(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 he had attended the Annual Achievement Awards Ceremony of Wealden Works and it had truly been awe inspiring. What these youngsters achieved with the support of Wealden Works was incredible, and Councillor Chris Macve recommended that, as an organisation, the Town Council should keep them in front.

(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**

None.

**12.0 CONFIDENTIAL BUSINESS**

**GP30.12.19**

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 review the draft lease agreement for the Signal Box

**GP31.12.19**

Members reviewed the draft lease agreement and **RESOLVED** to accept the terms of the agreement, and approve that this be passed to Full Council for signing and sealing.

- 12.3 Annual overview on Town Council lease agreements

**GP32.12.19**

Members reviewed the update report and **RESOLVED** to proceed with future proposals.

- 12.4 To consider an update on Luxfords Restaurant  
Members noted the report.

The meeting closed at 8.00pm.