

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held remotely via Zoom on Monday 13th July 2020 at 7.00pm

PRESENT:

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

IN ATTENDANCE:

2 members of the press (recorded the meeting)
1 member of the public

Holly Goring – Town Clerk
Mark Francis – Estates & Facilities Manager
Sarah D'Alessio – Assistant Town Clerk & RFO
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 received.

2.0 STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE CHAIRMAN'S DISCRETION

None were received.

3.0 APOLOGIES FOR ABSENCE

Apologies were received from Councillor J. Love the evening of the meeting.

4.0 MINUTES

4.1 Minutes of the meetings of the General Purposes Committees held on the 1st June 2020

GP09.07.20 It was **RESOLVED** that the minutes of the meeting of the General Purposes Committee on 1st June 2020 be taken as read, confirmed as a correct record and signed by the Chairman.

4.2 Action list

Members reviewed and noted the updates provided.

GP42.03.20 – an update from the RVH Committee
Subject to retaining point (v) 'to hold off on the extension of the lease agreement until after the AGM meeting,' the remainder of this action had now been completed and could be removed from the action list.

GP04.06.20 – Unspent revenue budget (action could now be removed)
GP05.06.20 – Small under and over payments (action could now be removed)
GP07.06.20 - ESFRS Consultation (action could now be removed)

4.3 Project list
Members noted the report.

5.0 **FINANCIAL MATTERS**

5.1 To note bills paid
Members noted the bills paid.

5.2 There are no income and expenditure reports until accounts are completed for 2019/20

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

5.4 Finance Summary
Members were provided with a brief report which advised that a fixed term rate with Lloyds Bank for some of the Town Council's reserves was due to mature on 22nd July. The Assistant Town Clerk & RFO had obtained the latest information on rates for reinvesting the funds either with Lloyds Bank or NatWest. The current rate for a 12month fixed term account was 0.30% with Lloyds and 0.08% with NatWest.

The Chair of Finance Sub-Committee, Councillor P. Sparks felt it would be appropriate to reinvest the funds with Lloyds Bank based on the fixed term rates provided. The only question he wished to raise was whether all £320,016.51 should be reinvested or if £20k should be retained elsewhere as a Covid-19 emergency fund. This would only lose £60 in interest.

This proposal was seconded by Councillor D. Ward.

GP10.07.20 It was **RESOLVED** to reinvest £300,000 into the Lloyds Bank 12-month fixed term account at a rate of 0.30% and retain £20,000 elsewhere as a Covid-19 emergency fund.

5.5 To note the end of year statement for Community Infrastructure Levy funding for 2019/20
Members reviewed the report provided by Wealden DC's planning department and confirmation of the amounts received during 2019/20. The report also highlighted how CIL funding had been spent during 2019/20.

Members noted the income received in 2019/20 through Community Infrastructure funding and the way in which CIL funding had been spent during 2019/20.

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, and noted the contents.

7.0 POLICY

7.1 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

The Town Clerk advised members that the member audits were now up to date for 2019/20.

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

Councillor J. Edwards had attended a meeting on the previous Wednesday evening. Taylor Wimpey were still committing to providing a kitchen for the newly refurbished hall.

(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

Councillor P. Sparks advised that the Volunteer Centre had reopened the previous week and their support during the Covid-19 lockdown had been well received by the town. Members noted this update.

(vii) Wealden Works

Nothing to report at this time.

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

Nothing to report at this time.

(ix) Wealden District Association of Local Councils – Planning Panel

Nothing to report at this time.

Councillor B. Cox as an aside provided an update on the Uckfield Youth Club, advising that work was being completed behind the scenes to explore how best to set the Club up as a Charity, assign roles for governance arrangements and to discuss their plans moving forward in terms of Covid-19 restrictions etc.

10.0 CHAIRMAN'S ANNOUNCEMENTS

None.

11.0 TOWN CLERK'S ANNOUNCEMENTS

None.

12.0 CONFIDENTIAL BUSINESS

GP11.07.20

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 review further information related to correspondence from a leaseholder

None received.

12.2 To note update on staffing and Civic Centre/Luxfords Restaurant

Members noted the report.

The meeting closed at 7.51pm.