

Minutes of a Special Meeting of the Town Council held at the Town Hall, Rye, on Monday 23 May 2011

PRESENT Councillors Lord Ampthill, Gemma Blumire, John Breeds (Mayor), Jonathan Breeds, Mike Eve, Bernardine Fiddimore, Heidi Foster, Sonia Holmes, Nigel Jennings, Jo Kirkham, Ian Potter, Shaun Rogers (Deputy Mayor), Adam Smith, Mary Smith, Sam Souster

IN ATTENDANCE Richard Farhall - Town Clerk; 7 members of the public

The meeting commenced at 6.30pm

The Mayor welcomed the newly-elected Members, urging them to ask if they required clarification on any matter – such as procedure – during the meeting.

RESOLVED To suspend Standing Order 28(j) (not speaking more than once).

14 APOLOGIES

Apologies for absence – and the reason for it (as notified to the Clerk) - were accepted from Cllr Granville Bantick.

15 DISCLOSURES OF INTEREST

Cllr Ampthill	<i>personal item 20</i>	RDC Member (<i>in case relevant to the discussion</i>)
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Cllr Souster	<i>personal item 20</i>	RDC Member (<i>in case relevant to the discussion</i>)
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16 COUNCIL MINUTES

Cllr Adam Smith suggested that the voting procedure ('show of hands') employed to elect a Deputy Mayor at this year's Mayor Making had not been the ideal method. He was aware that Standing Orders were due to be reviewed and suggested that this would be an appropriate time to consider amending them so that all voting on appointments should (as a minimum) be by recorded vote.

Cllr Souster agreed but observed that the option of Members requesting a recorded vote or signed ballot is already in place – and this had been exercised at previous Mayor Makings.

Cllr Mary Smith emphasised the importance of having a credible method of voting for appointments – particularly at a very public event, such as Mayor Making

RESOLVED (with 2 Against and 1 Abstention) To adopt the Minutes of the Council meetings held on: 11 April 2011 (C10), 18 April 2011 (C11) and 16 May 2011 (C1 – Mayor Making).

17 COMMITTEE MINUTES

(a) Planning & Townscape

RESOLVED To adopt the Minutes of the meetings of the Planning & Townscape Committee held on 11 April 2011 (PT24), 26 April 2011

(PT25) and 3 May 2011 (PT26).

18 RECORD OF ATTENDANCES

RESOLVED 1 To note the amendments to the Draft Record of Attendances 2010-11 as follows:

- (a) **Increase the total number of Public Services Committee meetings held during the year from 3 to 4.**
- (b) **Increase the number of Policy Committee meetings attended by Cllr Bantick from 2 to 3.**
- (c) **Replace the '1' immediately to the right of 'Breeds Jonathan' with 'N/A'.**

RESOLVED 2 To receive and note the amended Record of Attendances for 2010-11 (as at 3.5.11) (Appendix A).

19 MEETINGS START TIME

RESOLVED That Rye Town Council's usual meeting start time should remain at 6.30pm.

20 PRIORITIES AND ORGANISATION

The Clerk invited Members to consider:

- a) Agreeing a mechanism to determine the Council's priorities
- b) Establishing a Working Group to review how the Council organises its work
- c) Continuing with the existing Committee structure until the outcomes of a) and b) have been considered by the Council.

The Clerk advised that the Council had not, thus far, considered its priorities. In practice this was left to the Clerk to determine. On behalf of another council the Clerk had previously facilitated an informal gathering of Councillors which considered *ongoing projects, desired projects/activities and 'actions' associated with the Council* within the Local Action Plan. The result had been a schedule of the Council's priorities ranked High, Medium and Low which was adopted formally at a Council Meeting. The second stage of the process was determining the resources and actions required to pursue the priorities – which might include making changes to how the Council organises itself and its work. It was likely that more than one initial 'brainstorming' session would be required. Ideally, priorities should be reviewed annually.

RESOLVED 1 (unanimous) To invite all Members to participate in the initial informal priority-setting sessions and to appoint a small working group to go into more detail once the Council had formally adopted its priorities.
Clerk

RESOLVED 2 (with one abstention) To appoint a working group to review the Council's Standing Orders – comprising The Mayor; Deputy Mayor; Clerk; and Cllrs Eve, Fiddimore and Holmes.
Clerk

RESOLVED 3 (unanimous) To continue with the existing Committee structure until the outcomes of (a) and (b) have been considered and determined by the Council.

21 **COMMITTEE FORMATION**

a) **Number and title of Committees and number of Members appointed to each Committee**

RESOLVED To note that the meeting had resolved to continue with the existing committees – Policy, Resources & GP, Planning & Townscape and Public Services - in the short-term.

Cllr Potter proposed – and Cllr Rogers seconded – a proposal that the work of the committees be dealt with by Council at fortnightly meetings. Comments made included: meetings were likely to be exceedingly long; there was a *danger that reports would not be given the attention they deserved*; most members of the Public Services Committee are co-opted; planning applications require careful consideration.

The proposal was put to the vote and declared lost (F: 4; Ag: 11)

b) **Members appointed to Committees**

RESOLVED 1 To ask the Clerk to distribute the Committee Preferences form to each Members in order to establish the total number of 1st, 2nd and 3rd preferences.

The meeting was adjourned whilst this information was gathered and summarised. The meeting reconvened.

RESOLVED 2 Appointment of Members to Committees as specified in Appendix B.

Cllr Souster suggested that, during the review of the Council's work, consideration should be given to recognising the importance of leisure and tourism.

The meeting adjourned and each Committee convened and appointed Chairmen.

(i) **PRGP Committee**

Chairman

Cllr Kirkham proposed – and Cllr Fiddimore seconded – Cllr Potter.

There being no other nominations the Mayor declared Cllr Potter elected.

Vice Chair

Cllr Mary Smith proposed – and Cllr Holmes seconded – Cllr Eve.

There being no other nominations Cllr Potter declared Cllr Eve elected.

(ii) **P&T Committee**

Chairman

Cllr Foster proposed – and Cllr Holmes seconded – Cllr Adam Smith.

There being no other nominations the Mayor declared Cllr Adam Smith elected.

Vice Chair

Cllr Eve proposed – and Cllr Foster seconded – Cllr Jennings.

There being no other nominations Cllr Adam Smith declared Cllr Jennings elected.

(iii) Public Services

Chairman

Cllr Holmes proposed – and the Mayor seconded – Cllr Mary Smith.

There being no other nominations the Mayor declared Cllr Mary Smith elected.

Vice Chair

The Committee Chairman advised that it was usual to appoint the Vice Chair from amongst the co-opted Members at the next meeting.

The meeting reconvened.

22 TIMETABLE OF MEETINGS 2011-12

RESOLVED 1 To note that the Planning & Townscape Committee meeting scheduled for 31 May 2011 was no longer required and to agree to the Clerk's request that the PRGP Committee meeting scheduled for the same date be moved to 13 June 2011. **Clerk**

RESOLVED 2 To adopt the Timetable of Meetings 2011-12, as amended. (Appendix C).

23 COUNCIL REPRESENTATION TO ORGANISATIONS

RESOLVED The appointment of representatives as recorded at Appendix D.

24 FIXED TERM/DETERMINED REPRESENTATION

RESOLVED The appointment of representatives as recorded at Appendix D.

25 URGENT ITEMS

There were no urgent items to consider.

The meeting ended at 8.01pm

Date Chairman

C2 ITEM 18**RECORD OF ATTENDANCES 2010-11**

(to 3.5 2011)

Name	Policy 5	Planning 25	Public 4	Council 11
Ampthill	4	N/A	N/A	9
Bantick	3	N/A	N/A	10
Breeds John	5	25	4	11
Breeds Jonathan	N/A	11	N/A	6
Elliott	N/A	N/A	0	6
Fiddimore	5	20	N/A	6
Hall	5	23	2	11
Holmes	5	N/A	4	11
Kirkham	5	23	N/A	7
Osborne	4	19	N/A	11
Palmer	5	25	N/A	11
Potter	5	N/A	N/A	7
Rogers	4	22	N/A	11
Smith	N/A	N/A	4	10
Souster	4	5/6	N/A	8
Wright	0	11	N/A	3

**Rye Town Council
Committee Membership
2011-12**

Policy (13)	Planning (12)	Public Services (5 + co-opted)
Potter (Ch)	Smith, Adam(Ch)	Smith (Ch)
Eve (VC)	Jennings (VC)	<i>vacant</i> (VC)
Amphill	Blumire	Bantick
Bantick	Breeds, John	Breeds, John
Breeds, John	Breeds, Jonathan*	Fiddimore
Breeds, Jonathan	Eve	Holmes
Fiddimore	Fiddimore	Rogers
Holmes	Foster	
Jennings	Holmes	
Kirkham	Kirkham	
Rogers	Rogers	
Smith, Mary	Souster	
Souster		

* Stepped down prior to the first meeting

RYE TOWN COUNCIL
Timetable of Meetings 2011-12

Meetings are held normally on Monday at 6.30pm

Month	Council	Policy	Planning & Townscape	Public Services
May	5 E 16 MM* 23 CF		3 (Tues) 17 (Tues)	
June	20 AR	13	13 27	
July		25	11 25	4
August	22		8 22	
September			5 19	
October	17	3	3 17 31	10
November			14 28	
December	12 NOM	5	12 19	
January		30 B	3 (Tues) 16 30	9
February	13 P		13 27	
March	7(Wed)ATM		12 26	
April	10 (Tues)	2	10(Tues) 23	16
May	7MM(11am) 14 CF		8 (Tues)	

MM	Mayor Making	CF	Committee Formation
ATM	Annual Town Meeting	B	Budget Meeting
E	Parish/Town Elections	P	Agreeing precept
TBD	To be determined	AR	Annual Return approval
NOM	Nominations for Mayor & Deputy Mayor (not in an Election year)		

RYE TOWN COUNCIL

OTHER ORGANISATIONS/COMMITTEES: COUNCIL REPRESENTATION 2011-12

Organisation/Committee	Representative
Age Concern	John Izod*
Chamber of Commerce	Mike Eve
Community Centre Association	John Izod*
Defend Our Coasts	Granville Bantick
East Sussex Community Rail Partnership	Mary Smith
Fair Trade Steering Group	Heidi Foster
Highways Forum	<i>All Members to be invited</i>
Marsh Link Action Group	Mary Smith
Police Priority Setting Panel	Sonia Holmes
Rother Assoc of Local Councils	Shaun Rogers, Jonathan Breeds [sub: Mayor]
Rother Crime & Anti Social Behaviour Meeting	Bernardine Fiddimore
Rother DC Liaison Committee	Bernardine Fiddimore, Sonia Holmes, Jo Kirkham, Mary Smith, Clerk
Rye & District Council for Voluntary Service	(Jo Kirkham, Ian Potter)
Rye Emergency Action Community Team	Granville Bantick, Adam Smith, Clerk
Rye Farmers Market	Heidi Foster
Rye Fund - Local Panel	(Heidi Foster, Clerk)
Rye Harbour Nature Reserve Management Committee	Nigel Jennings
Rye HotCats	Mike Eve
Rye in Bloom <i>[officially inactive]</i>	Adam Smith
Rye Bay Marketing Group	<i>awaiting sight of constitution</i>
Rye Network	(Jo Kirkham)
Rye Partnership Members' Meetings	John Breeds, Bernardine Fiddimore, Adam Smith
Sports Hall Management Committee	Mike Eve [sub: John Breeds]
Tree Warden	Bernardine Fiddimore

FIXED TERM/DETERMINED REPRESENTATION

Organisation/Committee	Representative/s
Cinque Ports Confederation Standing Committee	The Mayor, Deputy Mayor, Clerk
Harbour of Rye Advisory Committee (HORAC)	Sam Souster (30/09/12)
Rye Art Gallery	John Breeds (5/2010 – and continuing)
Rye Grammar School Exhibition Foundation Governors	Jo Kirkham, Ian Potter and the Mayor

Notes () = appointed independently but Councillor/Clerk has offered to report anything of interest to the Council.

* Non-Councillor appointed by Council

as at 23.5.11