

Committee                    **POLICY, RESOURCES & GENERAL PURPOSES**

Date and Time            Monday 4 June 2007, 6.30pm

Venue                        The Town Hall, Rye

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Members appointed to the Committee:

Councillors                Granville Bantick, John Breeds, Jonathan Breeds, Brian Elliott (**Committee Vice Chairman**), Bernardine Fiddimore, Sonia Holmes (**Committee Chairman**), Jo Kirkham, Paul Osborne (**Mayor**), Frank Palmer, Ian Potter, David Russell, Sam Souster (Deputy Mayor), David Wright

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**1        APOLOGIES**

To accept any apologies for absence.

**2        DISCLOSURES OF INTEREST**

To receive any disclosures by Members of personal interests in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.

**3        MINUTES**

To authorise the Chairman to sign, as a correct record of the proceedings, the Minutes of the meeting held on 2 April 2007 (PR07).

**4        MATTERS ARISING**

To note any matters arising from the meeting held on 2 April 2007 (PR07).  
*for information*

**5        FINANCE**

**5.1     Town Hall**

**a)       Schedule of Authorised Payments and Statement of Income**

To receive and adopt the Schedule of Authorised Payments and Statement of Income for March 2007 and April 2007.

**b)       Petty Cash Account**

To receive and adopt the Petty Cash Account for March 2007 and April 2007.

**c) Budget Monitor**

To receive and note the actual income and expenditure to:

- (i) 31 March 2007
- (ii) 30 April 2007

**Clerk**

**5.2 Heritage Centre**

**a) RTS Trading Reports**

To receive and consider any Rye Town Services' Trading Reports (November 2006 on).

**Clerk**

**b) Update**

To receive and consider the Clerk's update.

**Clerk**

**5.3 Account Balances**

To receive a Statement of Account Balances as at 30 April 2007.

**Clerk**

**5.4 Earmarked Reserves**

To receive a Statement of Earmarked Reserves as at 30 April 2007.

**Clerk**

**5.5 SALC/NALC**

To consider an offer made by the Sussex Association of Local Councils to reduce Rye Town Council's SALC/NALC 2007-08 subscription renewal increase from 62% (£318.48) to 27% (£138.48).

**Clerk**

**5.6 BANK MANDATE**

To re-confirm the Council's policy that any two of the following may authorise payment: Mayor, Deputy Mayor, Chairman of Policy, Chairman of Planning, Chairman of Leisure & Tourism.

**Clerk**

**5.7 INTERNAL AUDITOR**

To consider re-appointing Paula Fisher for a further 12-month term, subject to completion of section 4 of the Annual Return 2006-07 and agreement on charges for 2007-08.

**Clerk**

**5.8 RISK ASSESSMENTS**

To receive and consider the Council's risk assessments for 2007.

**5.9 PAST MAYOR BADGES**

To note that the Council's stock of past Mayor badges is exhausted, to consider the Clerk's Briefing Note, and to agree a course of action.

**Clerk**

**6 TOWN CLERK ACTIVITY SUMMARY**

To receive and note the Clerk's Summaries for March and April 2007.

**Clerk**

**7 WORK PROGRAMME**

To receive and consider a summary of the status of key tasks/projects as at 30 May 2007.

**Clerk**

**8 STREET TRADING**

To note that Rother District Council has prepared prosecutions for six street trading offences and, if appropriate, to agree a course of action.

**Clerk**

**9 DEVOLUTION**

To consider a Council Recommendation that the Committee establishes a working group to consider the devolvement of services/functions – including transfer of assets – to the Town Council from principal authorities.

*referred from Council*

**10 SPEED MANAGEMENT**

To consider whether to comment on East Sussex County Council's proposed revised Local Speed Limits policy. (Deadline: 20.6.07)

**Clerk**

**11 CINQUE PORTS PROMOTION**

To consider recommending to Council that £300 be contributed towards a 100,000 copy reprint of the Cinque Ports leaflet.

**Mayor, Clerk**

**12 TOWN CRIER**

To consider a request from Jane Conlin of the Bay Tree for the Town Crier to be permitted to escort her daughter's wedding party from St Mary's Church to The George for a reception.

**Clerk**

**13 EVENTS**

To consider whether to authorise interested Members to attend:

(a) *Making Community Business Your Business* 18 June, 10am-4pm, Heathfield Community Centre.

(b) *Rural Rother Youth Forum (substance misuse and housing)* Battle Memorial Hall, 6 June, 6.60-8.30pm.

**14 LOCAL ACTION TEAM**

To consider the Police's response to a request that it provides admin/secretarial support to the Rye Local Action Team.

**Clerk**

**15 EXCLUSION OF PRESS AND PUBLIC (EXEMPT INFORMATION)**

Items 16 and 17 include material which is exempt from publication by virtue of Part 1 of Sch 12A of the Local Government Act and it is recommended that the public and press be excluded.

**16 STAFF ABSENCE SUMMARY 2006-07**

To receive and note a summary of staff absences 2006-07.

**Clerk**

**17 ANNUAL LEAVE**

To note that minimum statutory holiday entitlement increases from 20 to 24 days per annum from 1 October 2007 and to amend the Council's Annual Leave Policy to reflect this amendment (with effect from 1 October 2007).

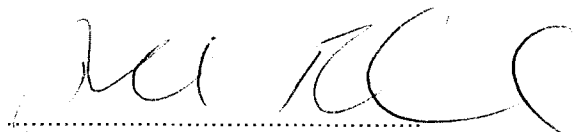
**Clerk**

**Supporting/Associated documents distributed previously**

**3 Minutes**

**Supporting/Associated documents distributed with this agenda**

**4 Matters Arising Report 5.1a) TH Payments & Income**  
**5.1b) Petty Cash 5.1c)(i-ii) TH Budget Monitor**  
**5.3 Account Balances 5.2b) Letter to RTS, 23.5.07**  
**5.4 Earmarked Reserves Statement 5.5 Town Clerk Briefing Note**  
**5.8 Risk Assessments 2007 5.9 Town Clerk Briefing Note**  
**6 Town Clerk Activity Summaries (April & May) 7 Work Programme**  
**10 Letter from Bryn Kemp, 14.5.07 11 Letter from Ian Russell, 4.4.07; leaflet**  
**13a) Letter from Barbara Beaton, 4.5.07 13b) Letter from Colin Anderson, May 2007**  
**14 Letter from Ch Insp Brookman, 16.4.07 16 Absence Summary**  
**17 Town Clerk Briefing Note**



31 May 2007

**Richard Farhall** Town Clerk, Town Hall, Rye TN31 7LA

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**MEETINGS OF RYE TOWN COUNCIL AND ITS COMMITTEES  
ARE OPEN TO THE PUBLIC**