

Committee	<b>POLICY, RESOURCES &amp; GENERAL PURPOSES</b>
Date and Time	<b>Monday 13 June 2011 – immediately following Planning &amp; Townscape (but no earlier than 6.50pm)</b>
Venue	The Town Hall, Rye

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Members appointed to the Committee:

Councillors Lord Amphill, Granville Bantick, John Breeds (Mayor), Jonathan Breeds, Mike Eve (**Committee Vice Chairman**), Bernardine Fiddimore, Sonia Holmes, Nigel Jennings, Jo Kirkham, Ian Potter (**Committee Chairman**), Shaun Rogers (Deputy Mayor), Mary Smith, Sam Souster

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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 4 April 2011 (PR05).

**4 MATTERS ARISING**

To note any matters arising from the meeting held on 4 April 2011 (PR05).  
*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 2011 and April 2011.

**b) Budget Monitor**

To receive and note the actual income and expenditure 1 April 2011 – 30 April 2011.

## **5.2 Heritage Centre**

### **a) Progress report**

To receive an update from the Heritage Centre Manager, Peter Cosstick.

### **b) Payments and Income**

To receive and adopt an Income by Customer Summary, Expenses by Supplier Summary and Petty Cash Account Summary for March 2011 and April 2011.

### **c) Budget Monitor**

To receive and note the actual income and expenditure 1 April 2011-30 April 2011.

### **d) Contract**

To note that the 3-year contract with the Centre Manager, Peter Cosstick expires 31 March 2012 and to appoint a small group of Members to consider the Council's options.

## **5.3 Account Balances**

To receive a Statement of Account Balances as at 30 April 2011.

## **5.4 Earmarked Reserves**

To receive a Statement of Earmarked Reserves as at 30 April 2011.

## **5.5 Annual Accounts 2010-11**

To note that these – and other documentation relating to 'end of year' accounts and audit - will be presented to the Council meeting scheduled for 20 June 2011.

## **5.6 Bank Mandates**

To review/confirm the authorised signatories to the Council's bank and investment accounts – normally: The Mayor, Deputy Mayor, Chairman of PRGP, Chairman of P&T – and one other (any two to sign). **Clerk**

## **5.7 Internal Controls**

To review/confirm those Members who have offered to assist with internal financial checks inbetween meetings. (Currently Cllrs John Breeds, Fiddimore, Kirkham and Potter.) **Clerk**

## **6 TOWN CLERK ACTIVITY SUMMARY**

To receive and note the Clerk's Activity Summaries for March-April 2011. **Clerk**

## 7 WORK PROGRAMME

To receive and consider a summary of the status of key tasks/projects as at 6 June 2011. **Clerk**  
Note *This document will need to be amended in future to reflect the outcome of the Priority Setting process agreed by Council.*

## 8 COUNCIL PRIORITIES

To note that the future workload of the committee is likely to be guided by the outcome of the Priority Setting process – and that any proposals requiring significant allocation of resources will need to feed into that process. **Clerk**

## 9 TOWN MARKETING

To note that a Service Level Agreement (value: £9,000 to Rye) has now been signed between RDC and Rye & District Chamber of Commerce but that a Draft Constitution for the proposed Rye Bay Marketing Group remains outstanding. **Clerk**

## 10 GRANT APPLICATIONS

To consider – and where necessary Recommend - the applications following:

- (i) **Rye & District Chamber of Commerce** (on behalf of Rye in Bloom) - £250 towards the provision and maintenance of hanging baskets in the town
- (ii) **Pett Level Rescue Boat Association** – a contribution towards the cost of extending the boathouse.

## 11 RYE SKATE PARK

To note that the Council's 5-year licence\* with RDC (to occupy land on the Cricket Salts) expired on 6 December 2010 and to confirm that the Council wishes to renew the Licence at a fee of £20pa. **Clerk**  
Note *Copy available on request*

## 12 MEMORIBILIA

To note that one of the Executors of the estate of Rusty Ellis, who had gifted the deceased's scrap book and photo album to the Council has now written to advise that she is happy for them to be accommodated at Rye Museum - and to agree the Council's position. **Clerk**

## 13 ANNUAL TOWN MEETING

To consider whether to establish a working group to consider the arrangements for next year's meeting (7 March). **PRGP Recommendation**

## 14 FLYING OF THE UNION FLAG

To note that the Council received several complaints that the Union flag was not (going to be) flown on the day of the last Royal Wedding because the Council's normal practice is to follow the advice issued by the Department of Culture, Media and Sport for Government buildings – and to consider whether to review this policy. **Clerk**

**15 ADVERSE WEATHER**

To confirm/review the membership\* of the working group established to explore preparation for future periods of adverse weather (especially snowfall). **Clerk**  
\* Currently Cllrs Bantick, Fiddimore, Rogers and Souster.

**16 ABSENCE SUMMARIES 2010-11**

To receive and note the summaries for the Town Hall and Heritage Centre. **Clerk**

**Supporting/Associated documents distributed previously**

3 Minutes

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

**5.1a)** TH Schedule of payments and income **5.1b)** TH Budget Monitor

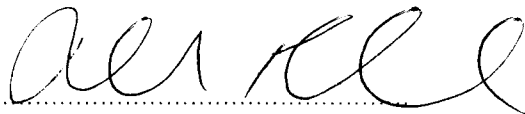
**5.3** Account Balances **5.4** Earmarked Reserves

**6** Activity Summaries **7** Work Programme

**10(i)** Application; Accounts (2009); email (23.5.11) **10(ii)** Application; letters of 7.2.11 & 29.3.11; Accounts (2010) **11** Letter from A Hambridge, 10.5.11 **16** TH Absence Summary 2010-11; HC Absence Summary 2010-11

**To Follow**

**2.2(b-c)** HC income, expenditure and budget monitor



7 June 2011

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