

To ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend a Special Meeting (Committee Formation) of **Rye Town Council** to be held on **Monday 8 May 2017** at **The Town Hall, Rye, 6.30pm** when it is proposed to transact the business set out below.

14 APOLOGIES

To accept any apologies for absence.

15 CODE OF CONDUCT

To receive any declarations of interest required under the Council's Code of Conduct – and to consider any written applications made by Members to the Clerk for a dispensation to allow them to participate in, and vote on an agenda item for which they have a Disclosable Interest.

16 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meetings held on:

(a) **10 April 2017 (C15)** – including approving the correction following:
Page 1, 138 Prayers delete Mayor's Chaplain . . . Frost insert Mayor

(b) **1 May 2017 (C1 – Mayor Making)**

17 COMMITTEE MINUTES

To receive the Minutes of the Council's committees and consider for adoption any *Recommendations*:

(a) Planning & Townscape 10 April 2017 (PT19)

18 RECORD OF ATTENDANCES

To receive and note the Record of Attendances for 2016-17 (*to 30.4.17*).

19 MEETINGS START TIME

To review/confirm the usual start time of Council and committee meetings.

20 COMMITTEE FORMATION

To consider and agree the Committee formation for the coming year as follows:

a) **To confirm or amend the number and title of Committees.**

b) **To determine the number and names of Members to each Committee.**

Committees currently:

i) *Policy, Resources & General Purposes (9 Members)*

ii) *Planning & Townscape (10 Members)*

Following the formation of Committees, the Council Meeting will adjourn to permit each Committee in turn to convene and elect a Chairman and Vice-Chairman.

The meeting will reconvene.

21 TIMETABLE OF MEETINGS 2017-18

To consider adopting the Draft Timetable (agreed provisionally 5.12.16).

22 COUNCIL REPRESENTATION TO ORGANISATIONS

To consider and approve the Council's representatives to the following organisations/committees:

Organisation/Committee	Representative
Chamber of Commerce	Rebekah Gilbert
Community Centre Association	Mike Boyd
East Sussex Association of Local Councils AGM (2 places – Councillors only)	<i>Appointment made as and when necessary</i>
East Sussex Community Rail Partnership	Andy Stuart
Fair Trade Steering Group	Jonathan Breeds
Highways Forum (3 seats)	Mike Boyd, Bernardine Fiddimore, Pat Hughes
Marsh Link Action Group	Ray Prewer
Police Priority Setting Panel	Mike Boyd, Cheryl Creaser, Pat Hughes
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	Mike Boyd, John Breeds, Bernardine Fiddimore, Jo Kirkham, Ray Prewer; Clerk
Rother Transport Action Group	<i>vacant</i>
Rye Emergency Action Community Team	Rogers
Rye & District Day Centre	<i>[Cllr Hughes checking if required]</i>
Rye Harbour Nature Reserve Management Committee	Andi Rivett
Rye HotCats	Charlie Harkness [sub: Justin Erswell]
Rye Network	(Jo Kirkham)
Rye Partnership Members' Meetings	John Breeds, Rebekah Gilbert, Shaun Rogers
Sports Centre Advisory Committee	John Breeds
Tree Warden	John Breeds [sub: Andi Rivett]

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

* Non-Councillor appointed by Council

23 FIXED TERM/DETERMINED REPRESENTATION

To note – or **appoint** to - the following fixed term or determined representations:

Organisation/Committee	Representative/s
Cinque Ports Confederation Standing Committee	The Mayor, Deputy Mayor, Clerk
Harbour of Rye Advisory Committee (HORAC)	Andi Rivett <i>[Nov 2015- Nov 2020]</i>
Rye Art Gallery	Isabelle Sambrook*
Rye Grammar School Exhibition Foundation Governors	Jo Kirkham, Ian Potter and the Mayor

* Non-Councillor appointed by Council

24 WORKING GROUPS

To review the remit and membership of the current working groups.

Note *Membership does not have to be restricted to Town Councillors.*

Title	Remit	Membership
Discounted Accommodation	To progress the provision of discounted rented accommodation specifically for the benefit of younger Rye families	Mike Boyd, John Breeds, Jonathan Breeds, Cheryl Creaser, Bernardine Fiddimore, Shaun Rogers
Heritage Centre Options	To consider future options for the Heritage Centre	Boyd, Creaser, Erswell, Fiddimore, Gilbert

Human Resources	Consideration of personnel matters	Mike Boyd, John Breeds, Jonathan Breeds (Mayor), Bernardine Fiddimore, Rebekah Gilbert, Shaun Rogers; Clerk
Public Conveniences & Bus Shelters	To explore taking on responsibility for the town's public conveniences and replacing the shelters in Crownfields with those that are more 'fit for purpose'	Mike Boyd, Bernardine Fiddimore, Pat Hughes, Shaun Rogers, Andy Stuart
Rye Neighbourhood Plan Steering Group	To develop a Neighbourhood Plan for Rye through to adoption (via referendum)	Cheryl Creaser, Jonathan Breeds (Mayor – WG Chairman), Bernardine Fiddimore, Pat Hughes, Ray Prewer, Shaun Rogers, Andy Stuart <i>Community members: Heidi Foster, Mike Eve, Anthony Kimber (Vice Chairman), Richard Orchard, Frank Palmer, Burton Rosner, vacancy</i> Clerk (advisor)

25 GRANT APPLICATION

Note (Available) Grant Revenue Fund provision for 2017-18: £2,500.

To consider an application from the Rye Creative Centre for a contribution of £1,500 to build on the annual Feast of Delights (designer and makers festive craft fair).

26 EXCLUSION OF THE PUBLIC AND PRESS

Item 27 involves consideration of the Council's possible legal interest in a property and it is therefore recommended that the public and press be excluded in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2).

27 STRAND HOUSE, RYE

To receive a briefing on the Council's possible legal interest in this property – and to agree a course of action. **Clerk**

ROBES WILL NOT BE WORN

Supporting/Associated documents distributed previously

16(a) Council Minutes **17(a)** P+T Minutes

Supporting/Associated documents distributed with this agenda

16(b) Council Minutes **18** Record of Attendances
21 Draft Timetable of Meetings **25** Grant application; Accounts

To be tabled

20 Committee Formation preferences summary

2 May 2017

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