



PRO3

26.5



From The Revd Canon David Frost, Rector of Rye
The Rectory Gungarden Rye TN31 7HH
01797 222430 ♦ 07970 746545 ♦ david@drfrost.org.uk

September 2017

Dear Rye Town Council.

ST MARY'S FLOWER FESTIVAL 2018 ~ 'IN WHICH WE SERVE'

St Mary's Church in Rye is holding another Flower Festival next year, from **Saturday May 26th to Bank Holiday Monday May 28th**, and the theme is 'In Which We Serve'.

As you will know, the church is visited by many thousands of people every year, especially on Bank Holiday weekends, and we hope that this weekend in 2018 will see lots of people coming through the doors.

We have a magnificent and large medieval church, but due to its age and Grade I listing it is very expensive to look after, and we very much hope that you will feel able to support us.

If you are able to offer your support, either by sponsoring a flower arrangement which will be arranged by our Flower Guild or by creating the arrangement yourself, please complete the tear off slip at the bottom of this letter and return to us at the address below. You can also send an electronic response and our email address is on the slip.

Given that this is our first flower festival since 2012 we want to make it a really special occasion and your help in this will be greatly appreciated!

Yours sincerely

Canon David Frost, Rector

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ST MARY'S FLOWER FESTIVAL 2018

I or my organisation is happy to sponsor a flower arrangement*/ produce a flower arrangement* at the St Mary's Flower Festival in May 2018. (*Delete as applicable)

I am not able to do either of the above but I enclose a donation of £_____ towards the festival.

Name _____ Organisation _____

Address _____ Tel No _____ Email _____

**Please return to Sheila Tuder-Cowne, 1 Station Villas, Appledore, Kent TN262 2DF
01233 758498 or email ryeparishchurch@btconnect.com**

RYE TOWN COUNCIL
as at 11 September 2017 **PR03 Item 27(a)**

WORK PROGRAMME
***Likely/Potential to raise revenue/achieve savings**

Task/Project	Outline	Target/review	Status	Notes
Access (TH)	Ascertaining feasibility of solid handrail to Chamber staircase.	June 2017	BEHIND SCHEDULE Awaiting response from Conservation Officer.	Needs to be chased
Acoustics	Improving speech audibility in Chamber	April 2017	BEHIND SCHEDULE Replacement speakers obtained. Contractor chased.	System was installed but speakers not adequate
Assets revaluations		Autumn 2017	BEHIND SCHEDULE Residential and commercial property valuations obtained. Other valuations outstanding.	Estimates required
Budget (HC) – revised 2017-18 and early draft 2018-19*		September/early Oct 2017	ON SCHEDULE	Precept needs to be early Feb 2017
Budget (TH) early draft 2018-19		September/early Oct 2017	ON SCHEDULE	Precept needs to be early Feb 2017
CCTV	Exploring system to deter inconsiderate on street parking	Summer 2017	BEHIND SCHEDULE Awaiting visit by Lead Public Space CCTV Police Officer (3.10.17)	Some preparatory work completed
Cupola	Restoration	Autumn 2017	BEHIND SCHEDULE Two specification of works quotes received	To be delegated.
Discounted accommodation	Purchasing one dwelling to let at discounted rent and issuing tenancy	September 2017	BEHIND SCHEDULE 1-year interim tenancy starts Oct 2017.	Legal advice being sought on eligibility criteria and allocation policy
Ferry Road Nursery	Purchase of freehold	31 May 2017 (RDC request)	BEHIND SCHEDULE Awaiting RDC-WDC action to complete	
Heritage Centre – Telephones & IT*	Identifying a cheaper telephone provider and updating IT hardware & software	Autumn 2017	ON SCHEDULE	
Heritage Centre (structure)	Investigating alternative governance structures	September 2017	ON SCHEDULE	See agenda item 26.2d)

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27 (a)

HC Options WG*	Explore additional/alternative uses for building	September 2018	AMENDED SCHEDULE 9.4.17: Council decision to postpone further work undertaken by the WG until April 2018	
Internal financial checks	Members undertaking 'spot checks'	Summer 2017	BEHIND SCHEDULE	
Landgate Tower	Restoration	TBD	RDC continuing to explore Historic England Funding before consulting on a Landgate Vision document with partners.	Cllr Amphill has advised that RDC staff have limited time
Neighbourhood Plan	Attending SG meetings and monitoring progress	Estimated c4-year period (summer 2013-autumn 2017)	BEHIND SCHEDULE Another grant secured from Locality for pre-Reg 14 consultation preparation.	RDC has shortage of Planning Strategy officers
Priority Setting	Drawing up a matrix of the objectives identified at the Visioning	TBD	BEHIND SCHEDULE	
Terms and conditions of employment (TH)	Updating job descriptions following staffing review	April 2017	BEHIND SCHEDULE	
TH office reorganisation* and redecorating	Improve efficiency and appearance	Summer 2017	(MOSTLY) COMPLETED Tel system and IT equipment installed. Some systems and procedures work outstanding	
TH window frames (side & rear, ground and 1 st floors)	Repairing/Repainting	Autumn 2017	ON SCHEDULE Contractor commenced 12.9.17	A number of frames need replacing
Web site (TH)*	Replacement	February 2017	BEHIND SCHEDULE Some content written; .gov domain management problem rectified.	Current TH web site back on line. Revised target: Aut 17
Wish Ward – land adjacent	Transfer from RDC	Spring 2017	COMPLETED	See agenda item 31



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28

Dear Sir/Madam

**Rye Post Office®
Unit 2, Station Approach, Rye, TN31 7AB**

Proposed move to new premises & branch modernisation

I'm writing to provide you with an update on our plans to move Rye Post Office to Jempson's, Station Approach, Rye, TN31 7AX.

You may recall we previously consulted on the move of the branch however delayed announcing a decision at that time, due to the scale of the project and the possibility of further delays. I'm pleased to confirm our Operator's plans are now progressing well. As it has been some time since our previous consultation we are providing our customers and their representatives with a further opportunity to let us have any comments or feedback they may have about the proposed new site to enable us to take it into account as we finalise our plans for the new branch.

It may be helpful at this point to recap on the feedback received during the last period of public consultation and our response. We received nine individual responses from customers and local representatives, with the main feedback relating to parking charges, customer confidentiality and security at the new branch which will be in an open plan format.

Jempson's have been working locally to improve car parking for customers using the store and Post Office in the future. To discourage long-stay parking, and ensure spaces are available for customers using the store, Jempson's have introduced pay and display parking at a charge of £1 for up to an hour between the hours of 09:00 and 16:00, refundable when spending £5 in-store. Parking is free for up to two hours outside these hours. The new Post Office will open from 06:00 - 22:00, Monday to Saturday, giving customers greater flexibility when accessing Post Office services.

Naturally matters such as security and customer confidentiality are very important to us. All new staff would be trained to a high standard, which would include excellent customer service, the need to respect customer confidentiality and adherence to our stringent security procedures and measures to safeguard customers, staff and the cash and stock entrusted to the Operator's care. Any staff that will handle Post Office transactions will have completed compliance training for a number of areas, including Data Protection and Mail Handling.

This change is part of a major programme of modernisation taking place across the Post Office network, the largest in the history of Post Office Ltd which looks to provide Post Office services in modern environments over extended opening hours.

Jempson's are currently refurbishing and extending the premises, to incorporate the Post Office, providing a modern new environment for customers. The Post Office would operate from a dedicated area in an open plan format, alongside the retail operation, offering the same wide range of products and services.

There will be three counter serving positions in total; two open plan positions and one traditional floor to ceiling screened position for travel money and high value transactions. Open plan serving positions are successfully used across our Post Office network as an alternative to the more traditional positions. There is still a partitioned screen but this is lower, helping to provide a more personal service and discreet conversations when needed.

Next steps

We're now starting a further 6 week local public consultation and before we finalise our plans, we would like to hear your views, particularly on the following areas:

- Are the new premises easy for you to get into and is the inside easily accessible?
- Are there any other local community issues which you believe could be affected by or affect the proposed change
- Is there anything we can do to make it easier for customers

I've enclosed an information sheet that provides more details about the new location. If you have any comments or questions, please email or write to me via the address below. Any information we receive will be considered as we finalise our plans for the new branch. If others in your organisation are interested in the proposal, please feel free to let them know about it.

You can share also your views through our easy and convenient online questionnaire via the link below. When entering the site you will be asked to enter the code for this branch: 18392599

postofficeviews.co.uk

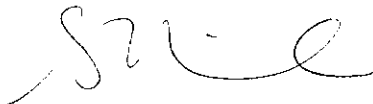
Dates for local public consultation:

Local Public Consultation starts	23 August 2017
Local Public Consultation ends	04 October 2017
Proposed month of change	November/December 2017

Posters and leaflets will now be displayed in branch to let customers know about the changes and to ask their views. I've included information about the Code of Practice over the page and copies of the Code will also be available in branch.

Thank you for your time. At the end of the consultation I'll be in touch again to let you know our final plans.

Yours faithfully



Suzanne Richardson
Regional Network Manager

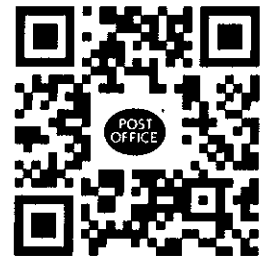
How to contact us:

- 🖨️ postofficeviews.co.uk
- ✉️ comments@postoffice.co.uk
- ☎️ Customer Helpline: 03452 66 01 15
Textphone: 03457 22 33 55
- ✉️ FREEPOST Your Comments

Please note this is the full address to use and no further address details are required.

Want to tell us what you think right here and now – scan here.

If you don't have a QR code scanner on your phone, you can find one in your app store.



Items sent by Freepost take 2 working days to arrive. Therefore, responses by Freepost should be sent in sufficient time to arrive before the end of the consultation period. Working days do not include Saturdays or Sundays. Responses received after the deadline will not be considered.

To get this information in a different format, for example, in larger print, audio or braille please contact the Customer Helpline on 03457 66 01 15 or Textphone 03457 22 33 55.

Rye Post Office information sheet																														
	Current Post Office location	Proposed new Post Office location (subject to local public consultation)																												
Address	Unit 2 Station Approach Rye TN31 7AB	Jempson's Station Approach Rye TN31 7AX																												
Post Office Opening hours	<table border="1"> <tr><td>Mon</td><td>08:30 - 17:30</td></tr> <tr><td>Tue</td><td>08:30 - 17:30</td></tr> <tr><td>Wed</td><td>08:30 - 17:30</td></tr> <tr><td>Thu</td><td>08:30 - 17:30</td></tr> <tr><td>Fri</td><td>08:30 - 17:30</td></tr> <tr><td>Sat</td><td>08:30 - 13:00</td></tr> <tr><td>Sun</td><td>Closed</td></tr> </table>	Mon	08:30 - 17:30	Tue	08:30 - 17:30	Wed	08:30 - 17:30	Thu	08:30 - 17:30	Fri	08:30 - 17:30	Sat	08:30 - 13:00	Sun	Closed	<table border="1"> <tr><td>Mon</td><td>06:00 - 22:00</td></tr> <tr><td>Tue</td><td>06:00 - 22:00</td></tr> <tr><td>Wed</td><td>06:00 - 22:00</td></tr> <tr><td>Thu</td><td>06:00 - 22:00</td></tr> <tr><td>Fri</td><td>06:00 - 22:00</td></tr> <tr><td>Sat</td><td>06:00 - 22:00</td></tr> <tr><td>Sun</td><td>Closed</td></tr> </table>	Mon	06:00 - 22:00	Tue	06:00 - 22:00	Wed	06:00 - 22:00	Thu	06:00 - 22:00	Fri	06:00 - 22:00	Sat	06:00 - 22:00	Sun	Closed
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Sat	06:00 - 22:00																													
Sun	Closed																													
Distance	10 metres away from the current branch, along level terrain.																													
Products & Services	The same wide range of products and services will still be available.																													
Serving positions	There will be three serving positions. These will be a mixture of one screened and two open plan counters.																													
Accessibility & Accessibility works	<p>Access and facilities Current branch has a wide door and a raised threshold strip at the entrance. Internally, there is a hearing loop and space for a wheelchair.</p> <p>Parking A pay and display car park is available adjacent to the branch.</p>	<p>Access and facilities The proposed premises would have a wide automatic door and level access. Internally, there would be a hearing loop, a low level writing desk, a low level serving counter and space for a wheelchair.</p> <p>Parking Pay and display car park is outside the proposed premises. £1 fee for first hour, refundable when spending £5 in store. There are 5 dedicated disabled bays.</p>																												
Retail	Cards and stationery	Supermarket																												
Local Public Consultation starts	23 August 2017																													
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Code of Practice for changes to the Post Office® network

What's a Code of Practice?

The Code of Practice contains guidelines we follow. They tell us how, and when to tell you about changes to your local Post Office services. We've worked with the independent statutory consumer watchdog on these guidelines, which in Great Britain is Citizens Advice and Citizens Advice Scotland, and in Northern Ireland, the Consumer Council.

What kind of changes does it include?

Information about when we're planning to move or close one of our branches or outreach services. This also covers information about when a branch has suddenly closed unexpectedly because of something like a flood or fire.

Who do we tell about changes?

You and your representatives (who are often local MPs or local authorities and councils).

How will we tell you what's happening?

If there's a minor change – like changing opening times, then we'll let you know by putting up posters in the Post Office. If the plan is to move a Post Office then we'll put up posters and hand out letters in the branch as well as writing to your representatives. We'll have a press release and, the relevant information will be easy to find on our website.

How long will it take?

We'll let you know about any changes as soon as we possibly can. Sometimes, change is out of our control but we'll try to keep you as up-to-date about what's happening as much as we can. We try to make sure you have 4 weeks' notice before anything happens. If we're going to make big changes, there'll be a 'consultation period' which lasts about 6 weeks. This means that you've got time to let us know how you feel.

It's easy to let us know what you think...

We want to hear what you and your representatives think about change and to make sure it's easy for you to let us know, all of our contact details can be found on all our posters and letters. You can contact us by email, letter or 'phone.

How will you find out about the final plans?

We'll be letting you know in as many ways as possible. There'll be posters put up in or around your local area, letting you know what's going on. We'll also write to local representatives and, the information will be on our website.

If you let us know what you think, we'll make sure you know about our final plans either by writing to you, or having the information easily available in the Post Office or on our website.

What can you do if you think we haven't followed the Code of Practice?

If you don't think we've followed the Code, then please write to us or email us via the contact details included in this letter and let us know why.

To have a look at the full Code of Practice, it's on our website at www.postofficeviews.co.uk

PRO3 31

Subject: Re: Land adj 7 Wish Ward
From: Alan Dickinson (info@alandickinson.com)
To: richard.farhall1@btinternet.com;
Date: Thursday, 31 August 2017, 10:43

Hi Richard

Some time ago Jonathan proposed to me a feature wall with lighting activated by the viewer as a possible joint Town Council/Rotary project.

The Rotary Club has been disappointed with its lack of progress on the wishing well project at two possible sites and is now less inclined to take on a project involving significant ongoing costs and time. A member has seen a "wishing wall" (at Lyme Regis) consisting of a charity collection box mounted in a wall (of the type found inside churches) but I believe the club to be moving more towards proposing a simple bench in your site.

My personal view is that this would be best in conjunction with a theme for the garden involving eg a small boat or part of a boat mounted in the garden or a public art installation akin to the Millenium wall.

Perhaps if your Council is interested in collaborating one or more delegates from both organisations could meet to discuss?

Regards

Alan

Alan Dickinson MRICS GradDiplCons(AA)

1 The Grove Rye TN31 7ND

01797 225139

www.alandickinson.com