

Minutes of a Meeting of the Town Council held at the Town Hall, Rye, on Monday 24 September 2018

PRESENT Councillors Sam Barnes, Mike Boyd (**Mayor**), John Breeds, Jonathan Breeds, Cheryl Creaser, Justin Erswell, Rebekah Gilbert (**Deputy Mayor**), Pat Hughes, Jo Kirkham, Ian Potter, Ray Prewer, Andi Rivett

IN ATTENDANCE Richard Farhall - Town Clerk

The meeting commenced at 6.30pm.

75 APOLOGIES

Apologies for absence – and the reasons as lodged with the Clerk – were accepted from Cllrs Bernardine Fiddimore and Charlie Harkness.

76 CODE OF CONDUCT

There were no disclosures of interest nor requests for dispensation.

77 COUNCIL MINUTES

RESOLVED 1 To approve the draft Minutes of the meeting held on 10 September 2018 (C7).

RESOLVED 2 To note that the Draft Minutes of the meeting held on 3 September 2018 (C6) have not yet been drafted. Clerk

78 COMMITTEE MINUTES

RESOLVED To receive the Minutes of the meeting of the Deputy Town Clerk Designate Committee held on 29 August 2018 (DTCD04).

79 UNITY TRUST BANK ACCOUNTS (TOWN HALL AND HERITAGE CENTRE)

The Clerk requested that Councillors Erswell, Gilbert and Rivett be added to the mandates to provide the Council with greater flexibility – especially in relation to the making of electronic payments.

RESOLVED That:

- a) Cllrs Michael Boyd, John Breeds, Jonathan Breeds, Justin Erswell, Rebekah Gilbert, Bernardine Fiddimore, Josephine Kirkham, Ian Potter, Andi Rivett and Shaun Rogers shall be authorised signatories on all Unity trust Bank accounts;
- b) Instructions and changes will be given in line with the mandates;
- c) Rye Town Council is aware Unity Trust Bank may not make enquiries before acting on instructions given by an authorised signatory;
- d) Rye Town Council will notify Unity Trust Bank of any changes to the Council in writing.

80 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED In accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2), to exclude the public and press from the item following on the grounds that it is likely to include personal information relating to members of staff – and terms and conditions of employment.

81 STAFFING

(a) Assistant Town Clerk

RESOLVED 1 To note the update on the post holder’s absence and a related development.

RESOLVED 2 To note that, in accordance with one of the Council’s policies, the Chairman of the HR Working Group is attending to an employment matter.

(b) Deputy Town Clerk Designate

RESOLVED 1 To note that the Deputy Town Clerk Designate Committee had appointed Jessica Neame to the post (effective 1.4.19).

RESOLVED 2 To approve the provisional job description and provisional summary of terms and conditions.

RESOLVED 3 To note the estimated additional cost to the Council in the first year (2019-20) - £3,486.

RESOLVED 4 (*Noting the support arrangements that had been put in place*) To designate Jessica Neame as Acting Town Clerk for the duration of the Town Clerk’s upcoming period of absence (2-10 October 2018).

The meeting ended at 6.59pm

Date Chairman