

**Minutes of a Special Meeting of the Town Council held at the Town Hall, Rye,
on Tuesday 21 May 2019**

PRESENT Councillors David Bookless, Mike Boyd (**Mayor**), John Breeds, Jonathan Breeds, Cheryl Creaser, Rebekah Gilbert (**Deputy Mayor**), Chris Hoggart, Pat Hughes, Jo Kirkham, Ian Potter, Andi Rivett, Sam Souster, Andy Stuart, Sam Wood

IN ATTENDANCE Richard Farhall - Town Clerk; Jessica Neame – Deputy Town Clerk Designate; Louisa O’Shaughnessy (Heritage Centre Manager) *[part]*; Colonel Anthony Kimber – RNPSG Vice-Chairman; John Minter – *Rye News*.

The meeting commenced at 6.30pm.

John Minter confirmed that he was recording the meeting. No member of the public objected to being recorded.

16 APOLOGIES

Apologies for absence – and the reasons as lodged with the Clerk – were accepted from Cllrs Amphill and Rogers.

17 CODE OF CONDUCT

There were no disclosures of interest nor dispensation requests.

18 RYE HERITAGE CENTRE

The HCM’s verbal report included the points following:

- Sales for April had fallen just short of the budgeted target – mainly because of the substantial drop in group bookings (cruise ships and language schools) – down from 45 last year to 27 this.
- Only 1 cruise ship group attendance had actually taken place out of the 30 booked.
- It has not helped that the Embassy English Language School has ceased UK operations.
- Efforts are being made to promote group bookings; however, it may be that organisers were deterred because of the possible travel difficulties that might have arisen had the UK left the EU when expected (29 March).
- Fortunately, good levels of footfall and the amended business model (following the Strategic Review) had helped to mitigate the financial impact (the HC is not as dependent on student bookings).
- New signage is in place - which appears to be generating more spontaneous visits.
- The Twitter account has been reactivated and Facebook posts are more regular.
- A brief has been written for the proposed replacement web site.
- An EPOS system has been selected and is now expected to go live on 3 June. The system itself is very good – the initial training/support much less so: none of the 3 training sessions actually took place. A complaint has been lodged. However, responses to general day-to-day queries is fine. Fortunately, Louisa was able to undertake the programming – and deliver the training – herself. She was hoping to receive a part refund on the £300pa support package.

- The new system will generate accurate data and greatly reduce the admin associated with the current manual till system (including entering the data manually into spread sheets).

Responding to questions, Louisa advised that:

- The proportion of local products on sale continues to increase.
- The scheduled longer opening hours in the summer should help to counteract the reduced overseas student visits.

6.47pm *The HCM left the Chamber.*

19 RYE NEIGHBOURHOOD PLAN www.ryeneighbourhoodplan.org.uk

The RNPSG Vice-Chairman addressed the meeting (see **APPENDIX A**) – adding:

- RDC has agreed to an enlarged Strategic Gap.
- The Plan provides for a maximum of 50 new homes on the Lower School site (with the trees subject to the TPO continuing to be safeguarded).
- The Plan includes the (compromise) single entrance/access to any possible combined fuel station-residential development.
- There is some residual concern about flooding at Gibbet Marsh.
- The allotments will have statutory protection.
- The Plan will pass the Referendum if there is a simple majority of those voting in favour.

Responding to a question put by Cllr Potter, Colonel Kimber advised that RDC would be meeting the cost of the Referendum. Cllr Potter thanked Colonel Kimber for conducting the neighbourhood planning process so cheaply.

20 COUNCIL MINUTES

RESOLVED To adopt, as an accurate record, the Minutes of the meeting held on 29 April 2019 (C19).

21 COMMITTEE MINUTES

(a) Planning & Townscape

RESOLVED (In order to give new Members more time to read them) To defer the adoption of the Minutes of the meeting of the Planning & Townscape Committee held on 29 April 2019 (PT18). Clerk

22 RECORD OF ATTENDANCES

RESOLVED To receive and note the Record of Attendances for 2018-19 (as at 29.4.19).

23 MEETINGS START TIME

RESOLVED That Rye Town Council's usual meeting start time shall remain at 6.30pm.

24 COMMITTEE FORMATION

a) Number and title of Committees, number of Members appointed to each Committee and membership of the Committees.

RESOLVED 1 To retain the current committees and maximum memberships – ie:

Planning & Townscape (10 Members)

Personnel (6 Members)

RESOLVED 2 To appoint the Members following to the P+T Committee: Bookless, Boyd, Creaser, Hoggart, Hughes, Rogers, Souster, Stuart, Wood.

RESOLVED 3 To appoint the Members following to the Personnel Committee: John Breeds, Creaser, Gilbert, Potter, Rivett, Rogers.

It was agreed generally that it could be advantageous to run the HR Working Group in tandem with the Personnel Committee – for example, the HR Working Group is able to respond more quickly when matters requiring urgent consideration arise.

RESOLVED 3 That the HR Working Group should continue and that its membership should mirror the membership and (Vice-)Chairmanship of the Personnel Committee.

The meeting was adjourned to allow each Committee to meet and consider appointing a Chairman and Vice-Chairman.

Planning & Townscape Committee

RESOLVED To appoint a Chairman and Vice-Chairman at the meeting scheduled for 28 May. **Clerk**

Personnel Committee

Cllr Gilbert proposed – and Cllr Rivett seconded – Cllr Potter for Chairman.

There being no other nominations, the Mayor declared Cllr Potter to be elected.

Cllr Creaser proposed – and Cllr Rivett seconded – Cllr Gilbert for Vice-Chairman.

There being no other nominations, the Mayor declared Cllr Gilbert to be elected.

The meeting reconvened.

25 TIMETABLE OF MEETINGS 2019-20

RESOLVED To approve the Draft Timetable of Meetings (Appendix B).

26 COUNCIL REPRESENTATION TO ORGANISATIONS
27 FIXED TERM/DETERMINED REPRESENTATION

RESOLVED The appointment of representatives as recorded at Appendix C.

28 WORKING GROUPS

Cllr Potter’s proposal – seconded by Cllr Rivett – that a Rye Zombie Apocalypse Response Group be established was withdrawn after the REACT Chairman, Colonel Kimber advised from the Gallery that he had already considered the possibility of the undead rising and, consequently, he maintains a link with the Bristol University Zombie Apocalypse Network.

Prior to considering the merits (or otherwise) for setting up a working group charged with assessing RTC’s environmental impact, it was agreed to invite the Rother Environmental Group Chairman, Nigel Jennings to speak to the Council on this topic.
Clerk

It was agreed also to formally establish the Rye Parking Strategic Review Group *[effectively the successor to the short-lived CPE WG]*.

RESOLVED The appointment of Members as recorded at Appendix D.

The meeting ended at 8.03pm

Date Chairman

19 RYE NEIGHBOURHOOD PLAN

Mr Mayor,

1. During the last three weeks we have been working to finalise for Referendum, which has just been announced as Thursday 27 June with counting on 28 June. Cards will go to constituents next week. The **final version of the Plan**, reflecting the Examiner's comments has been proof read here and in Bexhill and is being published both on line and in hard copy in the Rye Library and Rye Town Hall.

2. Election rules are not yet in step with Neighbourhood Plan Referendums. Elected members cannot advocate support or otherwise during a period of so called purdah which started last Friday 17 May. However the Council can provide facts and of course citizens and the Press can press for a YES vote

3. We have already started on the Press campaign: The Town Clerk and I have produce a Press Release for Rye News and Rye Observer and Ryes Own. There will also be a factual summary in Fixtures. There will be posters after the Euro elections inviting constituents to vote. The Press releases underscore the advantages of having a plan:

- I. **more say over the location and nature, including the design of future development:**
NO Plan no real say on what and where is developed
- II. **protect valued spaces such as allotments, Gibbet Marsh and all the green space around Rye**
- III. **control more of the money paid by developers towards infrastructure improvements.**

4. Finally Council will need to consider the future of the Steering Group. Having discussed with the Town Clerk we recommend running on to the Referendum but then options should be reconsidered. Assuming a YES vote, there will be work to do: closing the budget; updating the 123 List; establishing CIL process; following up projects and aspirations and the reviews and periodic reporting. Therefore perhaps Council should consider passing the function of the Steering Group to the:

- I. Planning and Townscape committee?
- II. Another dedicated working group?

Thank you Mr Mayor

Colonel Anthony Kimber, RNPSG Vice-Chairman

25 TIMETABLE OF MEETINGS 2019-20

Month	Council	Planning & Townscape	Personnel <i>Meets as and when required</i>
May	2E 20MM(6.30pm) 21CF (Tues) 21SH	28(Tues)	
June	24 AR	10 24	
July		8 22	
August	<i>Normally no meetings</i>	<i>Normally no meetings</i>	<i>Normally no meetings</i>
September	2	2 16 30	
October	28	14 28	
November		11 25	
December	9	9 16	
January	27 PRE	13 27	
February		10 24	
March	4 ATM (Wed)	9 23	
April	6	6 20	
May	4 MM(11am) 5 CF 21SH (in Rye)	5 Tues 18	

MM Mayor Making**ATM** Annual Town Meeting**E** Parish/Town Elections**TBD** To be determined**NOM A** Nominations for Mayor Elect (not in an Election year)**NOM B** Nominations for Deputy Mayor Elect (not in an Election year)**CF** Committee Formation**BUD** Budget Meeting**PRE** Agreeing precept**AR** Annual Return approval**SH** Speakership Handover

RYE TOWN COUNCIL

OTHER ORGANISATIONS/COMMITTEES: COUNCIL REPRESENTATION 2019-20

Organisation/Committee	Representative
Chamber of Commerce	Rebekah Gilbert
Community Centre Association	Mike Boyd
East Sussex Association of Local Councils AGM (2 places – Councillors only)	Mayor, David Ampthill
East Sussex Community Rail Partnership	Andy Stuart
Fair Trade Steering Group	Jonathan Breeds
Ferry Road Nursery	Cheryl Creaser
Highways Forum (3 seats)	Mike Boyd, Chris Hoggart, Pat Hughes
Landgate [Arch] Action Group	Mike Boyd, Andi Rivett; Clerk
Marsh Link Action Group	David Bookless
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	David Ampthill, Mike Boyd, Chris Hoggart, Jo Kirkham, Sam Souster; Clerk
Rye Emergency Action Community Team	Shaun Rogers
Rye Harbour Nature Reserve Management Committee	Andi Rivett
Rye Partnership Members' Meetings	Mike Boyd, John Breeds, Rebekah Gilbert
Sports Centre Advisory Committee	Sam Souster
Tree Warden	John Breeds [sub: Andi Rivett]

FIXED TERM/DETERMINED REPRESENTATION

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

RYE TOWN COUNCIL

WORKING GROUPS 2019-20

Title	Remit	Membership
Discounted Accommodation	To progress the further provision of discounted rented accommodation, specifically for the benefit of Rye families	Mike Boyd, Jonathan Breeds, Cheryl Creaser, Rebekah Gilbert, Shaun Rogers
Heritage Centre	<i>To be determined</i>	Boyd, Creaser, Gilbert, Hoggart Rivett
Human Resources	Informal consideration of personnel matters	John Breeds, Cheryl Creaser, Rebekah Gilbert (Vice-Chairman), Ian Potter (Chairman), Andi Rivett, Shaun Rogers; Clerk
Parking Strategy Review	To review the provision of on- and off-street parking – particularly the likely/actual impact of the introduction of Civil Parking Enforcement	David Amphill, Rebekah Gilbert <i>Stakeholder and community representation to be determined</i>
Rye Neighbourhood Plan Steering Group	To develop a Neighbourhood Plan for Rye through to adoption (via referendum)	Mike Boyd (Mayor – WG Chairman), Jonathan Breeds, Cheryl Creaser, Pat Hughes, Shaun Rogers, Andy Stuart <i>Community members: Mike Eve, Bernardine Fiddimore [if willing], Anthony Kimber (Vice Chairman), Dan Lake, Richard Orchard, Frank Palmer, Burton Rosner</i> Clerk (advisor)