

Minutes of a Meeting of the Policy, Resources & General Purposes Committee, held at the Town Hall, Rye, on Monday 27 November 2017

PRESENT Councillors Sam Barnes, Mike Boyd (**Committee Chairman** - Deputy Mayor), Cheryl Creaser, Bernardine Fiddimore, Rebekah Gilbert, Andi Rivett (**Committee Vice-Chairman**)

IN ATTENDANCE Jessica Neame (JN) – General Assistant; Cllrs Pat Hughes, Andy Stewart and Justin Erswell; Louisa O’Shaughnessy – HC Manager [part]; Col Anthony Kimber; Alan Dickinson and Trevor Collins – Rye Rotary Club [part]; Mike Eve

The meeting commenced at 7.03pm.

32 APOLOGIES

Apologies for absence – and the reasons as lodged with the Clerk – were accepted from Cllrs Jonathan Breeds and Jo Kirkham.

33 CODE OF CONDUCT: DISCLOSURES OF INTEREST

There were no disclosures of interest.

34 MINUTES

RESOLVED To adopt the Minutes of the meeting held on 18 September 2017 (PR03) as a correct record.

35 MATTERS ARISING

Page 1

52 Supporting Local Businesses, Recommendation (Holding an annual reception for all Rye businesses – to coincide with Small Business Saturday) Outstanding.

21.1b) Town Hall Budget Monitor, para 2 (briefing on the TH and HC financial reports) To be arranged.

34.1a) Drafting appropriate procedures to facilitate online banking Outstanding.

34.5 Millennium Wall: insurance (all risks) Ascertaining the additional premium Outstanding.

38 Business Planning (Drafting a matrix of the Visioning priorities) Outstanding.

6.1a) Ceremonies – providing the number held so far this year – as well as the previous period. Outstanding.

Page 2

23.2a) Heritage Centre: progress report, Resolved 3 (Asking the Rye Ward Members to chase up the lack of progress in relation to brown ‘I’ signage) Outstanding.

44 Town Hall Access (Asking the Conservation & Design Officer to discuss the installation of a handrail on the main staircase) Outstanding.

26.2 d) HC – Governance options – pros and cons paper. See **36.2 (d)**.

26.5 £50 donation to St Mary's Flower Festival – Actioned.

29 Ferry Road Nursery – Should complete December / January.

30 Bench Saga – Resolved – Benches at Gibbets Marsh and Masons Field installed.

The meeting was adjourned to allow for a presentation by the Rotary Club from Alan Dickinson and Trevor Collins, in relation to proposals for the use of the land adjacent to 7 Wish Ward. See *Appendix A*.

The meeting reconvened.

36 FINANCE

36.1 Town Hall

a) Schedule of Authorised Payments and Statement of Income

Cllr Fiddimore enquired as to monies received to date and the regularity of rental payments on the Town Hall Cottage - and requested an update at the next meeting.

Cllr Gilbert requested fuller explanations in future for the Town Hall Schedule of Payments. JN advised that the reports generated from Quickbooks were somewhat limited.

RESOLVED To receive and adopt the Schedule of Authorised Payments and Statement of Income for August 2017 – September 2017.

b) Budget Monitor

RESOLVED To receive and note the actual income and expenditure to 30 September 2017 against budget.

36.2 Heritage Centre

a) Progress report

Members considered the HCM's Report and LO answered questions. It was agreed that no action was necessary at present, beyond continued support of the Manager's efforts.

RESOLVED to receive and note the HCM's report.

b) Payments and Income

RESOLVED To receive and adopt the Income by Customer Summaries and Expenses by Supplier Summaries for August 2017-September 2017.

c) Budget Monitor

Cllr Gilbert suggested applying for a savings account for part of the Heritage Centre capital in order to accrue greater bank interest. JN advised that this had

been considered, but bank interest was still low, and only by committing to a long fixed-term savings account could any significant rate of interest be gained.

RESOLVED to receive and note the actual income and expenditure against the (revised) budget as at 30.9.17.

d) Governance Options

Members received a summary of the pros and cons of charitable status, prepared by the Clerk. Cllr Fiddimore commented that, whilst a move to charitable status was clearly not appropriate at this stage, it is something that should be considered again in the future.

Cllr Gilbert agreed, and commented that perhaps further educational provision should be looked at in order to strengthen the case for charitable status.

RESOLVED to receive and note the Summary of Heritage Centre Governance Options prepared by the Clerk.

36.3 Account Balances

RESOLVED To receive the Statement of Account Balances as at 30 September 2017.

36.4 Earmarked Reserves

RESOLVED To receive the Statement of Earmarked Reserves as at 30 September 2017.

37 WORK PROGRAMMES

(a) Clerk

Comments were received from Cllr Gilbert that prospective completion dates for outstanding tasks/projects were not specific. JN advised that, in consultation with the Clerk, she would try to examine them with a view to giving more definitive targets.

Cllr Rivett enquired about the progress of the installation of speakers/microphones in the Chamber. Cllr Stuart explained that he had seen Andy Bantock at the Town Hall recently and progress was being made. JN advised that, as far as she was aware, the equipment had been purchased.

RESOLVED To receive and note the summary of the status of key tasks/projects as at 20.11.17.

(b) General Assistant

Cllr Fiddimore commented on how useful it was to receive updates of this sort.

RESOLVED To receive and note the update from the General Assistant.

38 DATA PROTECTION

Cllr Gilbert highlighted that it should be ensured that necessary controls should also be applied to the Heritage Centre, particularly relating to databases used for marketing purposes.

RESOLVED to receive and note the Clerk's briefing paper on the General Data Protection Regulation.

39 PROPOSED PUBLIC SPACE PROTECTION ORDER

There was discussion as to whether the behaviours mentioned occur with any frequency in Rye. However it was agreed that any number of these could become problematic in the future and that by adopting this proposal, Rye would be prepared in the event of there being a future upsurge in anti-social behaviours. Cllr Gilbert highlighted that whilst these sorts of controls may well be useful, they are only effective if enforced.

RESOLVED To support Rother District Council’s proposed restrictions.

40 NEW EVENTS FUND

Cllr Fiddimore reported that Cllr Amphill had agreed with all previous grant decisions made by RTC in relation to the New Events Fund, and objected heavily to the fact that RDC Rye ward members would be advising on grant assessment decisions in future. It was agreed that RTC members were far better placed to make these decisions in line with Rye’s ‘cultural and tourism priorities’, rather than those of RDC. Concern was also expressed that this fund may end up allocated elsewhere in the district if distributed by RDC.

All Members were in agreement that representation should be made to RDC, to make clear how strongly RTC objects to this decision. It was also suggested that RTC speak to RDC ward members and ask for their support that this be returned to RTC.

RESOLVED to note the correspondence from RDC and respond to request that this decision be reconsidered. Clerk

41 LANDGATE TOWER RESTORATION

Cllr Boyd gave a verbal summary of the Stakeholders meeting held that day. See Appendix B for the official minutes.

Discussion following Cllr Boyd’s summary centered around the fact that as the owners of the Landgate, RDC has been very slow, and little progress has been made since this was last discussed. Members support any positive action, and agreed that RTC should ‘lead from the front’ in any efforts. However Cllr Boyd noted that any progress in terms of Heritage Lottery Funding would be slow.

RESOLVED 1 To support the formation of a group of interested parties.

RESOLVED 2 That Cllrs Boyd and Stuart be appointed as Rye Town Council’s representatives.

42 ANNUAL TOWN MEETING, 7 MARCH 2018

Cllr Creaser proposed Tilling Green Community Centre as the venue for the ATM as it is easily accessible, comfortable and there was a good turnout at last year’s meeting held there. Cllr Gilbert seconded this. Cllr Fiddimore suggested that availability and cost of hire must also be considered.

RESOLVED That subject to availability and cost of hire, that Tilling Green Community Centre be considered the preferred venue for the Annual Town Meeting on 7 March 2018.

The meeting ended at 8.36pm.

Date Chairman