

**Minutes of the Annual Meeting of the Town Council held via Zoom on
Tuesday 4 May 2021**

PRESENT Councillors David Amphill, David Bookless, Michael Boyd, John Breeds, Jonathan Breeds, Cheryl Creaser, Bernardine Fiddimore, Rebekah Gilbert (**Mayor – Speaker of the Cinque Ports**), Chris Hoggart, Pat Hughes, Jo Kirkham, Ian Potter, Andi Rivett (**Deputy Mayor**), Shaun Rogers, Andy Stuart

IN ATTENDANCE Richard Farhall - Town Clerk (Host); Jessica Neame – Deputy Town Clerk (Co-Host); Colonel Anthony Kimber - RNP Co-ordinator; Charlie Harkness – *Rye News*; 1 member of the public

The meeting commenced at 6.31pm.

1 ELECTION OF MAYOR 2021-22

Cllr Gilbert invited nominations.

Cllr Jonathan Breeds proposed – and Cllr Rivett seconded – Cllr Gilbert.

There being no other nominations, Cllr Gilbert declared herself to have been re-elected.

It was noted that her Declaration of Acceptance of Office would be arranged at the earliest opportunity after the meeting. **Clerk**

2 APOLOGIES

Apologies for absence – and the reason as lodged with the Clerk – were accepted from Cllr Sam Wood.

3 CODE OF CONDUCT

Cllr Stuart declared an interest in item 7 on the grounds that his wife is a director of the applicant organisation and stated that he would not participate – nor vote – in/on the matter.

4 ELECTION OF DEPUTY MAYOR 2021-22

The Mayor invited nominations.

Cllr Creaser proposed – and Cllr Jonathan Breeds seconded – Cllr Rivett.

There being no other nominations, the Mayor declared Cllr Rivett to have been re-elected.

It was noted that his (customary) Declaration of Acceptance of Office would be arranged at the earliest opportunity after the meeting. **Clerk**

5 MINUTES

RESOLVED To approve, as an accurate record, the Minutes of the Council meeting held on 6 April 2021 (C13).

6 COMMITTEE MINUTES

RESOLVED To receive and note the Minutes of the meetings of the Planning & Townscape Committee held on 6 April 2021 (PT12) and 19 April 2021 (PT13).

7 GRANT APPLICATION

Members were invited to consider a grant from the Music Well CIC for a grant of £2,500 towards re-establishing face-to-face music therapy/activities.

The Clerk advised that, this year, there was £5,000 only available in the General Grants Fund.

RESOLVED To award £1,000 and to review whether the Council could release an additional sum later in the financial year. Clerk

8 RESERVES

The Clerk advised that *The Accountability & Governance Practitioner's Guide* requires a council to have adopted a reserves policy.

The Guide suggests that a Council with RTC's level of net revenue expenditure (NRE) should be aiming to maintain a General Reserve of c£62,000 (which RTC has fallen far short of in recent years).

RESOLVED To adopt the Draft Reserves policy.

9 REMOTE MEETINGS

It was noted that the power to hold Council and Committee meetings remotely expires on 6 May 2021 – and that, on 28 April 2021, the application to the High Court made by ADSO, LLG and Hertfordshire County Council for a declaration that virtual meetings are lawful under the LGA 1972 was dismissed.

The Clerk advised that RTC needed to meet before 30 June in order to approve the AGAR 2020-21 – and that the Tilling Green Community Centre had been booked for 28 June for this purpose.

RESOLVED (In the light of the ongoing COVID-19 restrictions) To:

- a) Suspend the holding of Council and Committee meetings until 28.6.21;
- b) To delegate all decision making authority to the Clerk until 27.6.21;
- c) To review the situation on 28.6.21. Clerk

10 RECORD OF ATTENDANCES

To receive and note the Record of Attendances for 2020-21- as at 19.4.21. (APPENDIX).

11 MEETINGS START TIME

RESOLVED To confirm that the usual start time of Council and committee meeting shall remain 6.30pm.

12 COMMITTEE FORMATION

Members were asked to consider and agree the formation of committees for the coming year.

RESOLVED To retain the current committees and their memberships – namely:

Planning & Townscape

Councillors: Bookless, Boyd, Creaser, Fiddimore, Gilbert, Hoggart, Hughes, Rivett, Rogers, Stuart, Wood

Personnel

Councillors: John Breeds, Creaser, Gilbert, Potter, Rivett, Rogers.

It was noted that, in May 2019, RTC resolved that the membership (including Chairmanship) of the Personnel Committee and HR Working Group should mirror each other.

13 TIMETABLE OF MEETINGS 2021-22

RESOLVED To adopt the Draft Timetable.

14 COUNCIL REPRESENTATION TO ORGANISATIONS

RESOLVED 1 To (re-)appoint 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)	Mayor, David Amphill
East Sussex Community Rail Partnership	Andy Stuart
Fair Trade Steering Group	Jonathan Breeds
Ferry Road Nursery	Cheryl Creaser
Highways Forum (3 seats)	Mike Boyd, Bernardine Fiddimore, Chris Hoggart
Landgate [Arch] Action Group	Mike Boyd, Bernardine Fiddimore, Andi Rivett; Clerk
Marsh Link Action Group	David Bookless
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	David Amphill, Mike Boyd, Bernardine Fiddimore, Chris Hoggart, Jo Kirkham, Clerk
Rural Market Towns Group	Rebekah Gilbert, Andy Stuart
Rye Art Gallery	Mike Boyd
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	John Breeds
Tree Warden	John Breeds [sub: Andi Rivett]

RESOLVED 2 To ask RDC to let RTC know of any tree works planned. Clerk

15 FIXED TERM/DETERMINED REPRESENTATION

RESOLVED To note 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 [Nov 2018- Nov 2021]
Rye Grammar School Exhibition Foundation Governors	Jo Kirkham, Ian Potter and the Mayor

16 WORKING GROUPS

The meeting reviewed RTC's existing Working Groups and agreed the Groups and memberships as follows:

Title	Remit	Membership
Affordable Housing	To progress the provision of affordable/social housing in the Parish - specifically for the benefit of Rye families	Mike Boyd, Jonathan Breeds, Cheryl Creaser, Rebekah Gilbert, Shaun Rogers; Col Anthony Kimber
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 impact of the introduction of Civil Parking Enforcement (CPE)	David Ampthill, Rebekah Gilbert; Chamber of Commerce, Rye Business Forum; Conservation Society, Cllr Glazier, Cllr Stevens
Rye Neighbourhood Plan Steering Group	To consider any matter that might lead to an amendment to - or review of - the Plan	Mayor (Chairman), Jonathan Breeds, Cheryl Creaser, Pat Hughes, Shaun Rogers, Andy Stuart <i>Community members:</i> <i>Mike Eve, Bernardine Fiddimore, Anthony Kimber (Vice Chairman), Dan Lake, Richard Orchard, Frank Palmer, Burton Rosner</i> Clerk (advisor)

Cllr Hoggart offered to provide periodic updates on the work of the Rye Heritage Centre CIO.
Cllr Hoggart

The meeting ended at 7.08pm.

Date Chairman

C1**APPENDIX****RECORD OF ATTENDANCES 2020-21***(to 19 April 2021)*

() = number of meetings held during year

Name	Council (13)	P+T (13)	Personnel (0)
Ampthill	13	N/A	N/A
Bookless	13	13	N/A
Boyd	13	12	N/A
Breeds, John	8	N/A	0
Breeds, Jonathan	9	N/A	N/A
Creaser	13	13	0
Fiddimore <i>Co-opted 22.3.21</i>	1/1	1/1 <i>Appointed 19.4.21</i>	N/A
Gilbert	13	11/11 <i>Appointed 19.10.20</i>	0
Hoggart	12	13	N/A
Hughes	8	7	N/A
Kirkham	13	N/A	N/A
Potter	9	N/A	0
Rivett	13	11/11 <i>Appointed 19.10.20</i>	0
Rogers	13	10	0
Souster <i>Resigned 27.1.21</i>	0/9	0/7	N/A
Stuart	12	10	N/A
Wood	7	8	N/A