

BEXHILL-ON-SEA TOWN COUNCIL

To all Members of Bexhill-on-Sea Town Council

You are summoned to attend a meeting of

BEXHILL-ON-SEA TOWN COUNCIL to be held at
COMMITTEE ROOM, ROTHER DISTRICT COUNCIL TOWN HALL,
LONDON ROAD, BEXHILL-ON-SEA.

on **Wednesday 7th June 2023 at 6pm**

when it is proposed to transact the following business:

Julie Miller

Clerk and Responsible Financial Officer

1st June 2023

Members of the public and press are welcome to attend.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the council but not wishing to be recorded should put this request to the town clerk at the earliest opportunity.

AGENDA

1. PUBLIC PARTICIPATION

In accordance with standing order 3(e) this session shall not exceed 15 minutes unless directed by the Chair of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chair of the meeting may at any time permit a person to be seated when speaking. A person who speaks at a meeting shall direct his comments to the chair of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the chair of the meeting shall direct the order of speaking.

2. APOLOGIES FOR ABSENCE

3. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

4. CHAIR'S ANNOUNCEMENTS

5. MINUTES

To approve the minutes of the following meetings of the full council:

- a) Wednesday 24th May 2023

(Appendix A)

6. COMMITTEES

To consider committee memberships.

7. RECOMMENDATIONS FROM COMMITTEES

There are none.

8. MAYOR'S OFFICE

- a) To receive update on the work of the Town Mayor.

9. REPORTS FROM COUNCILLORS

External councillors may report for 3 minutes. Written reports must be received three days before the meeting.

- a) To receive reports from Division County Councillors.
- b) To receive reports from Ward District Councillors.
- c) To receive ward reports from Town Councillors.

10. ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2022-23

- a) To review the system of internal control. (Appendix B)
The council is asked to review the system of internal control.
- b) To review the effectiveness of the system of internal control. (Appendix C)
The council is asked to consider the attached statement of internal control in support of the Annual Governance Statement. The Chair of the meeting and the clerk to sign.
- c) To approve the internal audit report 2022-23 (Appendix D)
- d) To approve the Annual Governance Statement for 2022-23, Section 1 of the AGAR for the year ending 31 March 2023. (Appendix E)
The clerk to read out the assertions and the council to answer. (See accompanying evidence.) The Chair of the meeting and the clerk to sign and date.
- e) To approve the Accounting Statements for 2022-23, Section 2 of the AGAR for the year ending 31 March 2023, the supporting Bank Reconciliation as at 31 March 2023 and the explanation of significant variances from last year (2021-22) to this year (2022-23). (Appendix F)
The Chair of the meeting and clerk to sign and date.

11. GOVERNANCE AND ADMINISTRATION

- a) **To note DBS checks completed for:**
 - i. Elly Gibson
 - ii. Julie Norris
 - iii. Paul Plim
 - iv. Connor Winter
 - v. Lynn Brailsford
- b) **To note DBS checks due to be completed for:**
 - i. Andrew Crotty
 - ii. Paul Wilson
 - iii. Brian Drayson
 - iv. Charlie Rustem
 - v. Claire Baldry
 - vi. Tony Carroll
 - vii. Nigel Jacklin
 - viii. Alan Thomas
 - ix. Bryan Clasby
 - x. Memish Huseyin
 - xi. Huseyin El
 - xii. Trudy Hampton
 - xiii. Alan Goss
- c) **To consider Carnival Committee Grant Application** (Appendix G)

12. ROTHER DISTRICT COUNCIL LIAISON

- a) To receive any updates on liaison meetings.
- b) To receive update from external representatives on Rother District Council High Street Task Force – Cllr Plim

13. SUSSEX POLICE LIAISON

- a) To report next police focus group to take place in July.
- b) To note Clerk to investigate CCTV improvement opportunities.

14. NORTHEYE ASYLUM PROPOSAL

- a) To receive update.

15. SUPPORT FOR UKRAINE

- a) To receive update from Cllrs Brailsford and Cllr Plim on 'Bexhill Hub for Ukraine Support'.

16. EXTERNAL REPRESENTATIVES

To receive reports from external representatives (circulated prior to the meeting)

- a) RALC – Cllr Wilson
- b) Citizen's Advice Bureau – Cllr Gibson
- c) Bexhill Air Cadet Squadron – Mayor
- d) Fairtrade – Cllr Baldry
- e) Sea Angling Club Design Workshop – Cllr Gibson
- f) Little Gate Farm – Cllr Gibson
- g) Support for Ukraine – Cllr Brailsford and Cllr Plim (reported earlier in the meeting under a standing agenda item)
- h) To consider request from Bexhill Maritime for Cllr Gibson as an external representative

17. MOTIONS FROM COUNCILLORS

- a) **Cllr Crotty**

That this council formulates a neuro-diversity policy.

- b) **Cllr Carroll**

That this council works with every school and nursery in Bexhill to have a Kitt Medical [Anaphylaxis Emergency Kits + CPD Accredited Training Service \(kittmedical.com\)](http://kittmedical.com)

- c) **Cllr Norris**

That this council promotes the free testing kits supplied by Southern Water that identify lead being present and the dangers of too much lead in water.

- d) **Cllr Rustem**

That the Clerk provides a list of all current projects to the committees they fall under, so these can be reviewed and a decision be made whether to continue/stop them.

- e) **Cllr Gibson**

In the interests of transparency, equality and equity, that the committees are made up of at least a third women.

That this council approach NALC women's committee to come and talk to us about how to address the issues we have with gender representation on our council.

- f) **Cllr Baldry**

That the Town Clerk consults with Rother District Council about future options for transfer of all or some toilets to Bexhill-on-Sea Town Council and to report back to the Asset Transfer Committee as soon as possible.

- g) **Cllr Baldry**

Having consulted with residents and local interest groups, that Bexhill on Sea Town Council opposes the use of the Northeye ex-military training site to house 1200 male asylum seekers.

- h) **Cllr Wilson**

For the this council to review the recording of council meetings and for Cllr Wilson to understand why it was agreed to record audio only.

18. CORRESPONDENCE AND MATTERS FOR INFORMATION

All information circulated to councillors prior to the meeting.

- a) Rother District Council – Sidley Levelling Up Funding 24/05/2023

19. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

- a) To receive answers to questions raised at the last meeting.
There were none.

<p>Cllr Jacklin asked: How much money does the council have? Where does it come from? How do the council decide what to do with it?</p>	<p>The Council has a balance of £367,429 as of 31st March 2023. The Council receives income from the ‘Precept’ which is the total money collected through the council tax system. The Council agrees a budget in December each year and allocates unspent funds in June/July each year.</p>
<p>Cllr Wilson asked: For a future agenda item about audio recording.</p>	<p>This is on the agenda.</p>
<p>Cllr Drayson (in writing) asked: How was the schedule of meetings for 2023/4 decided upon and which councillors were involved in the process?’</p>	<p>The schedule was agreed by majority vote at the Annual General Meeting on 24th May, the councillors present at this meeting are listed in the minutes.</p>

- b) To receive questions from councillors at the meeting.
Questions shall be recorded in the minutes and responded to at the next meeting or before.
- c) To note any future agenda items.
- d) To consider any new risks to be added to the risk register.

20. DATE OF NEXT MEETING – 5th July 2023.

All motions for the next meeting of full council on 5th July 2023 must be received by 26th June 2023.