

## **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

**THE PEBSHAM COMMUNITY HUB, SEABOURNE ROAD BEXHILL-ON-SEA.**

on **Wednesday the 6<sup>th</sup> December 2023** at

**6.30pm** when it is proposed to transact the following  
business:

Julie Miller

Clerk and Responsible Financial Officer

30<sup>th</sup> November 2023

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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**

#### **I. 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 8<sup>th</sup> November 2023 (Appendix A)

#### **6. COMMITTEES**

- a) To note minutes from committee meetings held since the last meeting:
- i. Planning and Development Advisory Committee 08/11/2023 (Appendix B)
  - ii. Asset Transfer Committee 15/11/2023 (Appendix C)
  - iii. Community Committee 15/11/2023 (Appendix D)
  - iv. Finance and General Purposes Committee 15/11/2023 (Appendix E)

- v. Planning and Development Advisory Committee 22/11/2023 (Appendix F)
- vi. Finance and General Purposes Committee 22/11/2023 (Appendix G)

- b) To note advice regarding members raising concerns about committees or seeking information on what was discussed and councillors providing written reports of meetings.

*Councillors are not 'members of the public', they are elected representatives. They have the right to attend committee meetings as a councillor and have the option to ask questions of the committee during the public participation session. Councillors receive the minutes of the committee meetings at each Full Council meeting in order to be kept up to date on committee decisions and are able to listen to the recordings of meetings for the full discussions or go along and observe the meeting. Local Government Act 1972 s101 states that functions of the Council can only be delegated to an officer or committee, therefore an individual councillor would not have the authority to write a report of a meeting on behalf of the Council.*

## 7. RECOMMENDATIONS FROM COMMITTEES

- a) Asset Transfer Committee

- i. To receive update on the following committee resolution and consider next steps.

*It was **RESOLVED** to request that Rother District Council review the possibility of a third-party agreement to re-open the Devonshire Square toilets and cross charge Bexhill-on-Sea Town Council until such time that the lease with Network Rail was agreed and signed, subject to the lease being acceptable to Network Rail.*

- ii. To receive update on the following committee resolution and consider next steps.

*It was **RESOLVED** to recommend to Full Council that contact RDC to agree a leasehold on the Polegrove and Channel View East toilets and to contact all known interested community groups to see who is interested in the other sites.*

- iii. To receive update on the following committee resolution and consider next steps.

*It was **RESOLVED** to recommend to Full Council that the town council continues to pursue the freehold of the remainder of the standalone sites as there are examples of this in three other councils.*

- b) Climate, Nature and Environment Committee

- i. To utilise the CIL budget £106,238.33 held by the Town Council as follows: £60,000 towards allotment safety measures and refurbishment, and £46,238.33 towards additional bins and dog bins, a graffiti project and a planting project.

- c) Finance and General Purposes Committee

- i. To recommend the job descriptions for RFO and Facilities Administrator to Full Council for approval and recruitment begins. (Appendix H & I)
- ii. To consider the precept and budget forecasts for 2024/24 (Appendix J)

## **8. MAYOR'S OFFICE**

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

## **9. REPORTS FROM COUNCILLORS**

*External councillors may report for three 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. GOVERNANCE AND ADMINISTRATION**

- a) To consider quotations for videoing meetings.

*(Appendix K)*

## **11. ROTHER DISTRICT COUNCIL LIAISON**

- a) To note update on the High Street Task Force – Cllr Brailsford

## **12. SUSSEX POLICE LIAISON**

- a) To note Police liaison group postponed.

## **13. NORTHEYE ASYLUM PROPOSAL**

- a) To receive any further update.

## **14. ST LEONARDS ROAD GREENING PROJECT**

- a) To receive update.

## **15. PEBSHAM ACCESSIBLE PLAY PARK**

- a) To note project on hold due to current workloads.

## **16. EXTERNAL REPRESENTATIVES**

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

- a) RALC – Cllr Wilson and Cllr Crotty
- b) Citizen's Advice – VACANCY  
To appoint representative to Citizen's Advice.
- c) Bexhill Air Cadet Squadron – Mayor
- d) Fairtrade – VACANCY  
To appoint representative to Fairtrade group.
- e) Bexhill Maritime – VACANCY  
To appoint representative to Bexhill Maritime.
- f) Little Gate Farm – VACANCY  
To appoint representative to Little Gate Farm,
- g) Support for Ukraine – Cllr Drayson and Cllr Crotty
- h) High Street Task Force – Cllr Brailsford, Cllr Plim, Cllr Huseyin and Cllr Crotty  
(reported earlier under a standing agenda item)

- i) To appoint two representatives to attend the Annual Parish Conference on 5<sup>th</sup> December 2pm-4.30pm at the Town Hall.
- j) To appoint two judges to the Christmas window competition 30<sup>th</sup> November 9.30am at the Town Hall.
- k) ESALC AGM – to appoint two representatives to attend the ESALC AGM 14<sup>th</sup> November 2023 at Uckfield Civic Centre 10am.

## **17. PROJECT LIST**

- a) To review council project list for December 2023.  
[Link to December 2023 Project List](#)

## **18. MOTIONS FROM COUNCILLORS**

- a) Cllr Jacklin  
Can we look into the cost and feasibility of establishing a directory or network of local community groups, events and organisations.
- b) Cllr Jacklin  
Is there a means by which we can provide data on the number of people the office helps through day to day enquiries and other help?
- c) Cllr Wilson  
To review the current summary of the terms of reference and scheme of delegation to include all committees and advisory committees

## **19. CORRESPONDENCE AND MATTERS FOR INFORMATION**

*All information circulated to councillors prior to the meeting.*

### **FOR DECISION:**

- a) Request from Wave Arts seeking a statement of support for Glenleigh Park Academy Hallway Art Project Grant application to RDC and to consider matched funding at £750 (total Wave Arts grant application to RDC £1500).
- b) Request from Bexhill Heritage seeking a statement for support for restoration of K6 phone kiosk in Norman's Bay for Grant application to RDC.
- c) Rother District Council Budget Consultation – to consider a response

### **FOR NOTING:**

- d) Bexhill Lions funding flyer
- e) 10 emails from residents regarding Christmas Tree
- f) Email from Chamber of Commerce regarding Christmas Lights
- g) Freedom of Information request concerning Kites Nest Wood
- h) Freedom of Information request concerning Christmas Tree
- i) Freedom of Information request concerning Christmas Tree

## **20. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS**

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

**21. DATE OF NEXT MEETING – 10<sup>th</sup> JANUARY 2024.**

*All motions for the next meeting of full council on 10<sup>th</sup> January 2024 must be received by 31<sup>st</sup> December 2023.*