

Minutes of a meeting of **CROWBOROUGH TOWN COUNCIL** held in the Town Hall,  
The Broadway, Crowborough on Tuesday 13<sup>th</sup> September 2016 at 7.30pm

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Present	Councillors	Margaret Brain *	
		Quentin Burch	Deputy Mayor
		Peter Ellefsen	
		Martyn Garrett	
		Richard Jury	
		David Larkin	
		George Moss	
		Kay Moss	[also WDC]
		David Neeves	
		Alan Penney	
		Ron Reed *	Town Mayor [also WDC]
		Greg Rose	[also WDC]
		Wendy Scrace *	
Matthew Street			
Sandra Timms *			
Neil Waller	[also WDC]		
Also present	Linda Butcher	Locum Town Clerk	
	Cllr Philip Lunn	W.D.C.	
	Cllr Sylvia Tidy	E.S.C.C.	
	Cllr Richard Stogdon	E.S.C.C.	
	2 guest speakers from Tomorrows Peoples' Trust		
	2 members of the public		

\* *Denotes non attendance*

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In the absence of the Town Mayor, Cllr Quentin Burch Deputy Town Mayor took the chair and welcomed everyone to the meeting.

### **PUBLIC PARTICIPATION**

Mr Mike Tuffley asked the Clerk to pass onto Councillor Brain some information he had collated regarding dog issues.

### **APOLOGIES**

Cllr Maggie Brain  
Cllr Ron Reed – family commitment  
Cllr Wendy Scrace  
Cllr Sandra Timms – family commitment  
Cllr Steve Isted – WDC  
Rev. Steve Rees

### **DECLARATIONS OF INTEREST**

UNCONFIRMED UNTIL NEXT MEETING

Cllr David Larkin declared a personal interest in matters relating to Pine Grove as he is a Director of Crowborough Community Association.

Cllr Peter Ellefsen declared a personal interest in matters relating to Pine Grove as he is the Town Council's representative and a Director of Crowborough Community Association.

## **MINUTES**

To resolve that the Minutes of the council meeting held on 12<sup>th</sup> July 2016 be taken as read, confirmed as a correct record and signed by the Chairman

**7839 RESOLVED** that the minutes of the meeting held on 12<sup>th</sup> July 2016 be taken as read, confirmed as a correct record and signed by the Chairman.

The Chairman moved item Guest Speakers to this point in the meeting and introduced Jan Tomkinson and Lynn Crossier from Tomorrow's People Trust

## **GUEST SPEAKERS**

Jan explained that this was a national charity that had been in existence for 32 years. It was started by Diageo in response to inner city riots and was intended to work with the long-term unemployed; it had been an independent charity for the last twelve years. Five years ago the charity had started to work with the Heathfield Partnership and this is extremely successful. They then replicated this work in Hailsham and have just started a similar scheme in Uckfield. The charity would now like to start working in Crowborough and to this end have been talking to Clued-up and Beacon Academy. Most of its success has been down to working with others including Youth Service, Education and uniform services. Referrals are normally by word of mouth.

It was explained that in Heathfield and Hailsham the service programme is group-based but it could just as easily be one-to-one sessions. Placements are usually work trials but sometimes they are apprenticeships. The charity supports young people with travel and lunch.

Members of the Council felt they should encourage young people as much as possible and the Town Council already has a history of working with the Prince's Trust. The County Council representatives fully support the charity and confirmed that Crowborough has a successful Chamber of Commerce. With regard to premises, it was noted that Clued-up operates in the afternoons so the building is empty in the mornings.

The Chairman thanked the speakers for coming to the meeting and giving such an interesting insight into the charity.

## **UPDATE ON MATTERS OUTSTANDING**

### Member Substitute Policy

The Locum Clerk had prepared a paper concerning Member Substitute Policy (attached to the minutes).

- 7840 RECOMMEND** to Council that there should be an additional Standing Order to allow Substitute Members to be appointed to the Planning Committee to ensure the meetings are always quorate.

Cllrs Kay Moss and Greg Rose volunteered to be the named Substitute Members for the Planning Committee if Council confirms the additional Standing Order.

### Adams Field site visit by Members

It was reported that the lease has less than five years to run and the Locum Town Clerk was asked to check if this is correct.

In general terms there was a question as to why the Town Council should relinquish this piece of land for SANGS in order to facilitate another application. The Council has concerns about the removal of trees and despite assurances to the contrary, this land does abut Owlsbury allotments. The Council has reservations about access to the site believing it should be through the development as Adams Field is well used by the local community. It was reported that a WDC Officer would be inviting Crowborough Town Councillors to view the plans and walk the paths. With regard to the bridge across, it was felt that some clearance had already taken place.

The Locum Town Clerk is to find out the current position and to obtain certainty about whether the car park is temporary as it is believed the bridge is not temporary as was stated. It was stated that they intend to do a temporary car park within the next few weeks; informal access points have been discovered.

The Town Council has concerns that access will not be for Alderbrook people.

The next Council agenda should include decriminalising parking and Summersales.

## **TO RECEIVE SUCH COMMUNICATIONS AS THE TOWN MAYOR MAY WISH TO LAY BEFORE THE COUNCIL**

The Town Mayor's engagements (attached)

The Deputy Town Mayor's engagements (attached)

With regard to the Chairman's Meeting concerning the Business Plan it was AGREED that the revised draft and further paper would be put to all Councillors at a informal meeting.

The Town Mayor's and Deputy Town Mayor's engagements were reviewed and noted.

**COMMITTEE MINUTES**

To note the acts and proceedings of the following committee meetings:

Planning and Development – 18<sup>th</sup> July 2016

- 7841 RESOLVED** to note the acts and proceedings of the Planning and Development Committee meeting held on 18<sup>th</sup> July 2016.

Personnel – 19<sup>th</sup> July 2016

- 7842 RESOLVED** to note the acts and proceedings of the Personnel Committee meeting held on 18<sup>th</sup> July 2016.

Environment – 26<sup>th</sup> July 2016

- 7843 RESOLVED** to note the acts and proceedings of the Environment Committee meeting held on 26<sup>th</sup> July 2016.

Sport, Recreation and Cemetery – 2<sup>nd</sup> August 2016

- 7844 RESOLVED** to note the acts and proceedings of the Sport, Recreation and Cemetery Committee meeting held on 2<sup>nd</sup> August 2016.

Planning and Development – 8<sup>th</sup> August 2016

- 7845 RESOLVED** to note the acts and proceedings of the Planning and Development Committee meeting held on 8<sup>th</sup> August 2016.

Personnel – 23<sup>rd</sup> August 2016

- 7846 RESOLVED** to note the acts and proceedings of the Personnel Committee meeting held on 23<sup>rd</sup> August 2016.

Planning and Development – 30<sup>th</sup> August 2016

- 7847 RESOLVED** to note the acts and proceedings of the Planning and Development Committee meeting held on 30<sup>th</sup> August 2016.

Finance and General Purposes – 6<sup>th</sup> September 2016

- 7848 RESOLVED** to note the acts and proceedings of the Finance and General Purposes Committee meeting held on 6<sup>th</sup> September 2016.

**TO ANSWER QUESTIONS FROM COUNCILLORS**

There were none

**TO RECEIVE REPORTS OF MEMBERS**

Crowborough Community Association – Cllr Peter Ellefsen's report was attached to the agenda for all Members but in particular he wished to remind Councillors of two events: re-launch of the café at 5.30pm on 3<sup>rd</sup> October and the AGM on 19<sup>th</sup> October at 7.30pm.

Crowborough Community Warden Report – Cllr Greg Rose's report was attached to the agenda for all Members.

Although the Environment Committee has a guest speaker on this subject at the next meeting it was

- 7849 RESOLVED** to form a Working Party to engage with the Police and Crime Commissioner regarding partnership funding.

Cllrs Kay Moss, David Larkin, David Neeves, Matthew Street and Peter Ellefsen volunteered to form the Working Party.

**TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr Neil Waller, speaking as a Wealden District Councillor, confirmed that the crematorium project is progressing well. He also advised that the Council has set up a Housing and Regeneration company which will report to Cabinet in October and that the Wealden Local Plan will go to the November Council meeting. It is anticipated that this will go to the Inspector in late Spring 2017. He was able to report that waste collection rates are 96% and that recyclables are now running at 49.1%. The report on the first quarter's budget is on target and some additional income sources have been identified.

Cllr David Larkin drew attention to the BBC interview with Ann Newton, Portfolio Holder for Planning.

Cllr Sylvia Tidy, East Sussex County Council referred to the difficult financial state in the children's budget advising that there is a shortfall of £4m. Since the Government brought in education, health and care plans budgetary constraints have increased. Post 19 special needs (19-25) where people go into either education or work placements but there is still a big expense.

Government offered County Councils to take four years funding in one go but there has been no conclusion yet and a meeting will be held soon to discuss this matter. Cllr Tidy reported that some councils were accepting the offer but she added that ESCC were worried of the future funding implications.

With regard to the child that was killed by her father in Northiam she had been somewhat surprised when this appeared on the television recently as the report was published in March. She was able to reassure the Council that ESCC was in no way to blame and that the solicitor and Child Support Agency were to blame.

With regard to Grammar Schools there has been no discussion at ESCC yet.

Cllr Richard Stogdon – reported that the timing of the traffic lights is to be reviewed over the next 28 days. The humps in Green Lane are to receive attention.

The Town Council was pleased to applaud the joint working of East Sussex County Council and Wealden District Council for listening to concerns regarding the road works.

## **TO RECEIVE REPORTS FROM OFFICERS**

### Scheme of Delegation and Terms of Reference update following the Finance and General Purposes committee meeting on 6<sup>th</sup> September 2016

It was noted that there is an item missing from the Personnel committee terms of reference and this will be added. It was also stated that all Working Groups should have Terms of Reference.

- 7850 RESOLVED** to adopt the Scheme and Delegation and Terms of Reference with the above addition (copy attached to the minutes).

## **TO AUTHORISE THE SEALING OF DOCUMENTS**

### Grants of Exclusive Burial Right

- 7851 RESOLVED** to authorise the following grants of exclusive right of burial:

Certificate	Name	Grave Space
1005	Philippa BETTS	3604
1007	Cripps Trust Corporation Ltd	3584
1008	Frederick Norman VERNON	3564

**PINE GROVE**

Cllr Quentin Burch was pleased to report on the email received that confirmed the Council was successful in its appeal and can have D1 use in Pine Grove. The Council wished to record its thanks to Andy Stevens.

- 7852 RESOLVED** Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

Pine Grove Working Group minutes of the meeting held on Tuesday 6<sup>th</sup> September 2016 including Recommendations to Council for consideration

- 7853 RESOLVED** to approve in principle item 15 subject to further consideration of the additional costs involved.

With reference to item 16 of the confidential report Cllr Matthew Street said he has asked Mel [Customer Services] who uses the Town Hall and suggested that a survey should be undertaken to see who would come to Pine Grove. There was a suggestion that people coming to the Town Hall should be asked if they use the Library.

- 7854 RESOLVED** the relocation of the Town Council offices to Pine Grove be approved, in principle, subject to Council being satisfied with the conclusions of a Cost Benefit Analysis and results of the customer survey.

It was AGREED a site visit for Councillors would be organised.

- 7855 RESOLVED** the lease to Basepoint be concluded at the earliest opportunity, subject to the Council's solicitor being satisfied with the arrangements. [confidential report item 17]

- 7856 RESOLVED** that the new facility be named Crowborough Enterprise Centre [confidential report item 19]

In view of the Pine Grove meetings having to be held in closed session it was AGREED the Locum Town Clerk should prepare a statement to the public which would include: the agreed name of the building, the Basepoint involvement, advising that a cost consultant shortlisting is being undertaken, the D1 approval, anticipated Autumn 2017 opening and future launch. This information would be given to Crowborough Life, the Courier and put on the Council's own website, also including the survey about the Council's proposed move in order to get the public view.

The meeting closed at 9.35pm