

Minutes of a meeting of **CROWBOROUGH TOWN COUNCIL** held in the Town Hall, The Broadway, Crowborough on Tuesday 21st November 2017 at 7.30pm

Present	Councillors	Quentin Burch	
		Peter Ellefsen	Mayor
		Martyn Garrett	Deputy Mayor
		Richard Jury	
		David Larkin	
		George Moss	
		Chris Moss	
		Kay Moss	(Also WDC)
		David Neeves	
		Alan Penney*	
		Ron Reed	(Also WDC)
		Greg Rose	(Also WDC)
		Wendy Scrace	
		Matthew Street	
		Sandra Timms	
		Neil Waller	(Also WDC)
Also present		Cllr Richard Stogdon	ESCC
		Cllr Sylvia Tidy	ESCC
		Cllr Philip Lunn	WDC
		Cllr Steve Isted	WDC
		Andy Beams	Town Clerk
		Amanda Negus	Committee Clerk
		21 members of the public	

*Denotes non attendance

PUBLIC PARTICIPATION

7 members of the public spoke about crimes they had recently experienced and the detrimental effect the lack of Policing in Crowborough is having on their lives.

Councillors confirmed they had advised Sussex Police this would happen when the removal of the PCSO's from the town was being considered. They advised information provided to them by the Police and made the following suggestions:

- For members of the public to complete the County Council survey, particularly the section on Policing.
- For members of the public to write individually to Katy Bourne; Sussex Police & Crime Commissioner with their experiences and to confirm Crowborough residents would be willing to pay more if money were to be ring fenced for Policing in the Town. She is currently undertaking a consultation into this subject.

The subject of Policing will be included on the agenda of the Environment Committee meeting next week to initiate letters to Katy Bourne and Emma Brice; District Commander for Wealden, Lewes and Eastbourne from the Town Council.

20 members of the public left the meeting at 7.50pm.

Mayor Peter Ellefsen opened the meeting with a prayer.

APOLOGIES

Cllr Alan Penney

DECLARATIONS OF INTEREST

None

MINUTES

Minutes of the meetings held on the 19th September 2017

8235 RESOLVED that the Minutes of the meetings held on 19th September 2017 as confirmed be signed by the Chairman.

Standing orders were suspended.

PRESENTATION FROM DR JOHN DAVIES OF ROTHERFIELD AND JARVIS BROOK SURGERIES

Two weeks ago the surgery held a public meeting about a proposal to close the Rotherfield Surgery and move the patients to the Jarvis Brook Surgery. A report from Cllr David Neeves who attended was attached to this meeting's agenda please see for more details. They have approx. 4,000 patients in the Jarvis Brook surgery and 3,500 in Rotherfield.

There are currently three partners, but Dr John Davies is due to retire in the next 2-3 years. It will be unsustainable for two doctors to maintain two practices. They need an additional partner because of the extra work and costs involved running the practices.

The partners believe it is a fantastic area to work in with the benefit of Crowborough Hospital and do not want the Rotherfield Surgery to close. There have only been two serious doctor partnership applicants in the last two years, who had to drop out when they saw the accounts. Young doctors have heavy financial commitments so can't buy into a partnership. They are looking into various options of how to keep Rotherfield open:

- Residents buy the surgery building and fund running costs. They would still have a capital asset even though there could be no guarantee of a doctors service continuing indefinitely.
- Open with reduced hours and services; at most this would be mornings only.
- Explore ways of addressing patient funding as the weighted system categorises this area as lower need.

Even with the additional patients moving from Rotherfield to Jarvis Brook, the partners believe they can still accommodate the extra patients that will be generated with the building of the Walshes development.

A scheme is being looked at for volunteer drivers to bring patients to Jarvis Brook.

Alternative surgeries are in Mayfield and Wadhurst.

Standing orders reinstated.

Dr Davies left the meeting at 8.05pm.

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

The Town Mayor's and Deputy Town Mayor's Engagements (attached to agenda)

Engagements are included until the day the agenda is sent out.

Noted.

COMMITTEE MINUTES

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

Environment – 25th July 2017

The acts and proceedings of the Environment Committee meeting held on 25th July 2017 were received.

Finance & General Purposes – 5th September 2017

The acts and proceedings of the Finance & General Purposes Committee meeting held on 5th September 2017 were received.

Personnel – 1st November 2017

The acts and proceedings of the Personnel Committee meeting held on 1st November 2017 were received.

Planning and Development – 11th September, 25th September & 10th October 2017

The acts and proceedings of the Planning and Development Committee meetings held on 11th September, 25th September & 10th October 2017 were received.

Sport, Recreation & Cemetery – 1st August 2017

The acts and proceedings of the Sport, Recreation & Cemetery Committee meeting held on 1st August 2017 were received.

RECOMMENDATIONS FROM COMMITTEE MEETINGS

To adopt recommendations of Finance and General Purposes Committee (attached to agenda)

- Amendment to Financial Regulations (Resolution 8224)

8236 RESOLVED to adopt the recommendation of the Finance and General Purposes Committee to reword point 6.6 in the Financial Regulations to enable cheques to be signed at any time.

- Write off of accrual (Resolution 8225)

8237 RESOLVED to adopt the recommendation of the Finance and General Purposes Committee to write off accrual entry of £9,382.75.

- Clearance of PWLB loans (Resolution 8226)

To allow for access to extra funds should it prove necessary for the refurbishment of Pine Grove, it was

8238 RESOLVED to defer paying off the loans for the time being, with the situation being reviewed every 2 months at each Full Council meeting.

TO ANSWER QUESTIONS FROM COUNCILLORS

Cllr Kay Moss requested a report about the Road Safety Campaign containing costs, grants and feedback to gain an insight into its effectiveness. The Clerk confirmed the costs were equal to the grants received so it had not cost the Council anything. This item is included on the agenda for the Environment Committee meeting next week.

TO RECEIVE REPORTS OF MEMBERS

Rotherfield Surgery – Cllr David Neeves (attached to agenda)

Noted.

- Cllr Sandra Timms advised she had distributed the minutes of the recent Wealden District Association of Local Councils (WDALC) meeting she attended and they provide worthwhile information.
- Cllr Greg Rose attended a Weald Link meeting and advised they are concerned about the future of the service. The Department of Transport is currently consulting on whether community bus groups should have to become bus companies. If this happens, Weald Link would not be financially viable. This is an agenda item for the Environment Committee meeting next week with consideration being given to putting in a submission to the Department of Transport and our MP.
- Cllr Peter Ellefsen recently attended the Wealden Citizens Advice AGM and the report has been distributed. Funding – As the lottery grant has now finished income is £60,000 down. They have been just about able to cover this reduction. Reserves are down, but still above the three month working fund. They are just keeping their heads above water at the moment. The three year service agreement with WDC ends this year, which if not renewed will be a problem.

Cllr Peter Ellefsen requested reports are put in writing so they can be distributed with the agenda, therefore providing time for Councillors to consider.

TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Wealden District Councillors Reports:

- Cllr Greg Rose reported that negotiations are currently under way for the waste collection contract. The plan is to continue with fortnightly collections, for glass to go in with the regular recycling. Following discussion there will not be a separate food waste collection. The garden waste service will continue but there may be a charge. It will be discussed at Wealden Full Council tomorrow. Kier won't re-bid but several other companies are interested. WDC still believe it is better value than when service was provided in-house.

- Cllr Philip Lunn advised that on-street parking issues are still being looked at. No solutions have been agreed yet. Pay and Display parking meters may be introduced on the roads (not car parks). Residential Permit Parking is also being looked at as part of the review. Farningham Road is unadopted from the brook into the industrial site so this part cannot be Policed.

Local business parks are attracting new business.

- Cllr Kay Moss advised £50 a year has been suggested as a charge for garden waste collection. Crowborough is at a disadvantage as the recycling site is closed Sunday afternoon, which causes a concern for the increase in fly tipping.
- Cllr Neil Waller reported that he is now a Director of Sussex Weald Homes Ltd a company wholly owned by WDC that will operate completely autonomously. Sussex Weald Homes Ltd build homes with the aim of helping the local housing market at both ends by getting people onto the housing ladder and encouraging people with larger houses to down size. Cllr Waller requested that if anyone hears of brown field sites where houses/flats could be build to please contact him.

East Sussex County Councillors Reports:

- Cllr Richard Stogdon said the main concern at ESCC currently was how to deal with the deficit that is being faced in the budget:
 1. Grass verge cutting services are being considered for cost cutting. Three years ago the Scrutiny Committee recommended not to cut the service, but now they are having to look everywhere possible as to where savings can be made. In all likelihood the service will be removed except in positions of safety such as around road junctions.
 2. Seven possible library closures are being considered, currently this doesn't affect Crowborough library, but will affect those in the surrounding area. The hope is that by closing some of the smaller libraries a slightly increased amount can be invested into the larger libraries to improve services. Overall libraries are being used less.
 3. ESCC are responsible for the disposal of waste and two areas are being looked at for cuts: within the contract itself and the recycling sites themselves. Currently the Crowborough waste site is not being looked at.

Cllr Matthew Street suggested reducing the grass cuts from 8 to 4 a year, instead of removing them altogether. Cllr Richard Stogdon agreed to raise this point.

- Cllr Sylvia Tidy suggested a collective letter from Crowborough Town Councillors, Wealden District Councillors and East Sussex County Councillors expressing concerns regarding Policing to be sent to Sussex Police, Sussex Police & Crime Commissioner, Chief Constable Giles York, MP's and the press. It was suggested to include local statistics as a comparison to the national picture and the impact it was having on residents lives. The Town Council agreed to compose a letter for all aforementioned Councillors to sign.
- Cllr Sylvia Tidy had been to a presentation by the Police explaining other issues they are faced with such as organised crime, the targeting of young children to become drug runners and how they are dealing with these issues. She asked if they would present to the Town Council too.

Cllrs Steve Isted and Philip Lunn left the meeting at 8.52pm.

FINANCIAL MATTERS

To note payments for period 14th September to 14th November 2017 inclusive (attached to agenda)

Queries raised by Cllr Kay Moss prior to the meeting have been answered via email.

Payments were noted for the period 14th September to 14th November 2017 inclusive.

TO AUTHORISE THE SEALING OF DOCUMENTS**Grants of Exclusive Burial Right**

8239 **RESOLVED** to authorise the following grants of exclusive right of burial:

Certificate	Name	Grave space
1030	Rosemary DULY	3525
1031	Monica THOMPSON	GRH63
1032	Shirley CROFT	GRH67
1033	Kathleen YOUNG	GRH65 & GRH66
1034	Leslie George BRYANT	GRH111 & GRH112

POLICIES

To adopt policy for Co-option (attached to agenda)

Following legal advice the Clerk has added point 2.6 to clarify the application process if multiple ward vacancies should arise at the same time.

8240 **RESOLVED** to adopt the Co-option Policy as presented.

BUSINESS PLAN

To note proposals from committees for inclusion in Council business plan and agree Council priorities (attached to agenda)

Following discussion at an earlier Planning and Development meeting Cllr David Larkin agreed to work on a paper to present to Full Council about reviewing and building on the Crowborough Vision, together with a plan of how to implement it. Following his request to include it on the Business Plan it was

8241 **RESOLVED** to add reviewing the Vision document and re-considering a Neighbourhood Plan to the Business Plan under the Planning and Development heading.

The committee's proposals for the Business Plan were reviewed and following discussion it was realised that more thorough consideration is needed to be given to the Business Plan, so it was

8242 **RESOLVED** to create a working party to refine the business plan in conjunction with the Clerk.

After consideration the Mayor will invite members to join the Working Party.

Town Clerk to distribute templates/examples of other Town/Parish Business Plans so the Working Party has an idea of possible formats.

PINE GROVE

Cllr Peter Ellefsen declared an interest as he is a Trustee of the Crowborough Community Association which is a neighbour of Pine Grove.

To receive an update from the working group and agree any recommendations

Cllr George Moss provided an update from the Pine Grove Working Group (PGWG):

- The lease still needs to be signed.
- They are waiting to agree the percentage share of the running costs of the building.
- Enabling works started this week.
- The design stage is at mid-point.
- The main works tenders will be sent out this week to a short list of companies.
- Appointment of contractor will be early January 2018.
- Construction works are due to start late January 2018.
- Completion is still due for late Summer 2018.
- The planning application for window replacement has been submitted and queries from WDC are being dealt with by MacConvilles.
- Surveys and specifications have been completed.

To enable works to progress smoothly without the need to refer every spend to Full Council and therefore cause delays, it was

8243 RESOLVED that MacConvilles in their role as the Town Council's project managers and cost consultants, are given authority to

- a). appoint contractors through their tendering process
- b). approve expenditure through the contract

as long as approval is sought from any two (plus either the Town Clerk or Deputy Clerk) of the following Town Council Pine Grove Working Party members (George Moss, Peter Ellefsen, David Larkin) with names being subject to Full Council review.

PGWG minutes are to be sent to all Councillors.

To review report from Town Clerk and agree office move to Pine Grove (attached to agenda)

Wood and Pilcher valued the Town Hall 4-5 months ago.

Current assets are the Town Hall and proceeds from the old CCA Hall sale.

Cllrs Richard Stogdon and Sylvia Tidy left the meeting at 9.42pm.

The Mayor advised that day to day running costs for the Town Council offices would be similar at Pine Grove as they are at the Town Hall. Following review of the reports it was

8244 RESOLVED to finance the move of the Town Council to Pine Grove.

To facilitate the Town Council move it was

8245 RESOLVED that the Town Council forms a working party to review by which method it funds the move to Pine Grove and makes recommendation back to Full Council for approval.

BOUNDARY COMMISSION

To review the consultation documents and agree any response on behalf of the Council (attached to agenda)

- 8246 RESOLVED** for the Clerk to respond to the Boundary Commission that Crowborough Town Council welcome the proposal, but request the towns are listed alphabetically, so Crowborough doesn't appear as a subsidiary of Tunbridge Wells.

SPONSORSHIP

To discuss sponsorship and advertising on Council land and/or in Council publications and agree general principles

The Clerk to find example policies to discuss at next Full Council meeting.

EASEMENT AT ADAM FIELD

To note information from Rydon Homes and agree preferred option (attached to agenda)

The Council would prefer no drainage to be put through Adam Field, however, if it must happen they prefer Option B. The Clerk to ask Rydon Homes if they would contribute some play equipment to the Recreation Ground as compensation for the inconvenience.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

None.

The meeting closed at 10.01pm.