

Minutes of the **COUNCIL MEETING** of **CROWBOROUGH TOWN COUNCIL** held at the Council Offices, Pine Grove, Crowborough on Tuesday 25th June 2024 at 7.30pm

Present	Councillors	Alison Arthur	(also WDC)
		Peter Bucklitsch	
		Jane Clark	(also WDC)
		Suzanne Dixon	
		Martyn Everitt	(also WDC)
		Martyn Garrett	
		Paul Goddard	
		David Hedges	
		Richard Jury	
		Kay Moss	
		Beverly Pashley	
		Simon Ryder*	
		Matthew Street	
		Neil Waller	
Natalie Whittle			
Also present		Caroline Miles	Town Clerk
		Karen Whiley	Responsible Finance Officer
		Cllr Philip Lunn	East Sussex County Council
		Tracie White	Minute Taking Administrator

Three members of public in the council chamber

*Denotes non attendance

PUBLIC PARTICIPATION

Cllr Jane Clark declared a prejudicial interest and left the meeting at 19:31hrs.

The Mayor welcomed the two co-option candidates, and each was invited to speak for up to three minutes. At the end of this time, they answered questions from members.

PRAYER

The Mayor opened the meeting with a prayer.

APOLOGIES

Cllr Simon Ryder

DECLARATIONS OF INTEREST

Cllr Kay Moss declared an interest in Item 14.2 as a member of the local government pension scheme.

Cllr Paul Goddard declared a personal interest in Item 5.1 as a candidate is known to him.

Cllr Bev Pashley declared a personal interest in Item 5.1 as a candidate is known to her.

Cllr Matthew Street declared a personal interest in Item 5.1 as both candidates are known to him.

MINUTES

Minutes of the meeting held on 14th May 2024

10586 RESOLVED that the minutes of the meeting held on 14th May 2024 as confirmed be ratified by the Chairman.

CO-OPTION

To co-opt to fill the South West Ward Vacancy

Voting took place for the Vacancy in the South West ward.

10587 RESOLVED to co-opt Christopher Grose as councillor for the South West ward.

Standing orders were suspended at 19:46hrs.

A member of public left the chamber at 19:46hrs.

Cllr Christopher Grose signed the Declaration of Acceptance of Office in the presence of the Proper officer.

Cllr Jane Clark Returned to the meeting at 19:47hrs.

Standing orders were reinstated at 19:47hrs.

NEW COUNCILLOR APPOINTMENTS

Cllr Grose expressed an interest in sitting on three standing committees and a working group.

10588 RESOLVED to appoint Cllr Christopher Grose to the Allotments and Cemeteries, Environment and Planning Committees and to the Vision Document Working Group.

TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

The report was noted.

TO RECEIVE REPORTS FROM CTC COUNCILLORS ON OUTSIDE BODIES

The report was noted.

TO ANSWER QUESTIONS FROM COUNCILLORS

None.

COMMITTEE MINUTES

To note the acts and proceedings of the following committee meetings

The following committee minutes as listed below were noted:

Allotments & Cemeteries – 9th April and 7th May 2024
Communications & Events – 16th April & 14th May 2024
Environment – 7th and 14th May 2024
Finance & General Purposes – 30th April and 14th May 2024
Planning & Development – 29th April, 14th May and 20th May 2024.
Sport & Recreation – 19th March, 14th May and 21st May 2024.

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

The Town Mayor's engagements

The report was noted.

FINANCIAL MATTERS

To approve the signing of the Annual Governance Statement for the year ended 31st March 2024

The report was noted. The Responsible Financial Officer provided a full explanation as to the process leading up to Full Council's official approval of the Annual Governance and Accountability Return.

10589 RESOLVED that to the best of its knowledge and belief, with respect to the Annual Governance Statement for the year ended 31st March 2024, Crowborough Town Council has complied with all 9 items.

10590 RESOLVED that the Mayor, as Chairperson of the council, and the Town Clerk, be authorised to sign Section 1 of the 2023/24 Annual return on behalf of the council.

The Mayor and Town Clerk signed section 1 of the of the Annual Return.

To note the Audit report

The Final Internal Audit Report and officer comments were noted.

To approve the Annual Statement of Accounts for the year ended 31st March 2024

The report was noted and approved.

10591 RESOLVED to approve the Annual Statement of Accounts for the year ended 31st March 2024.

10592 RESOLVED to authorise the Mayor, as Chairman of the Council, to sign section 2 of the 2023/24 Annual Governance and Accountability return on behalf of the council.

The Mayor signed section 2 of the 2023/24 Annual Governance and Accountability Return.

The Council thanked the RFO for her work in securing an excellent audit.

To approve the dates of the Notice for the Period of Exercise of Public Rights

The report was noted.

10593 RESOLVED to approve the dates of the Notice Period of the Exercise of Public Rights.

To note the payments for May 2024

The payments were noted.

To note the Income and Expenditure Reports and the Earmarked Reserves

The Income and Expenditure report was noted.

The earmarked Reserves were noted.

To approve the transfer of general reserves to Pinegrove Property Costs EMR

The report was noted.

TO AUTHORISE THE SEALING OF DOCUMENTS

Grants of Exclusive Right of Burial

10594 RESOLVED to authorise the following Grants of Exclusive Right of Burial:

CERTIFICATE	NAME	GRAVE SPACE
Q1200	Derek Paine	GRW18

REVIEW OF POLICY

To review the Councillor Representation on Outside Bodies policy and agree any further action

A member requested training for councillors with regards to being a representative of the council.

10595 RESOLVED to accept the policy as presented.

To review the Pensions Discretions policy and agree any further action

10596 RESOLVED to accept the policy as presented.

PINE GROVE

To note the report on Pine Grove

The report was noted.

MEMBERS PROPOSAL FOR A CYCLE ROUTE OVER THE ASHDOWN FOREST

To note the proposal and agree any action

The report was withdrawn.

COUNCILLOR SURGERIES

To note the request and agree any action.

Members agreed that hosting surgeries was a positive idea but agreed that safety was paramount. It was recommended that surgery events could be held in the foyer of local supermarkets. It was agreed that councillors would provide the clerk with a list of dates that the events would take place. The dates will then be advertised on the council website and through the council's social media channels.

PROMOTION OF VAPES

To note the proposal and agree any action

CLlr Street declared an interest as a local retailer.

The report was noted.

A proposal was made that the clerk write to Morrisons to express disappointment that it appears to be targeting young people under the age of 18 in its' promotion of vapes and putting commercial profit above the young people of Crowborough.

It was noted that it was not the council's remit to dictate or police retailers' sales policies. The sale of vapes was no different to the sale of alcohol. Furthermore it was noted that there are several vaping shops in the town. Would the council therefore be compelled to write to those retailers in the same vein.

The proposal was seconded.

A recorded vote was requested.

For: Cllrs Alison Arthur, Jane Clark, Martyn Everitt, Beverly Pashley

Against: Cllrs Peter Bucklitsch, Suzanne Dixon, Martyn Garrett, Paul Goddard, David Hedges, Richard Jury, Kay Moss, Neil Waller

Abstained: Cllrs Matthew Street and Natalie Whittle.

MEETINGS SCHEDULE

To note the change of date for the 2025 Town Meeting to Wednesday 19th March

The report was noted.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

A member requested that future Full Council meetings be postponed during purdah.

The meeting closed at 20:17hrs.