

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
**ALL SAINTS CHURCH OF ENGLAND PRIMARY SCHOOL, ALL SAINTS LANE,
BEXHILL-ON-SEA**

on **Wednesday 7th September 2022 at 7pm**
when it is proposed to transact the following business:

Julie Miller

Clerk and Responsible Financial Officer

1st September 2022

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 Chairman 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 chairman 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 chairman 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 chairman of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

2. APOLOGIES FOR ABSENCE

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

4. MINUTES

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

- a) Wednesday 6th July 2022 (Appendix A)

5. COMMITTEES

To receive the minutes and updates of committees held since the last Full Council meeting:

- a) 06/07/2022 Planning and Development Advisory Committee (Appendix B)
- b) 13/07/2022 Community Committee (Appendix C)
- c) 20/07/2022 Planning and Development Advisory Committee (Appendix D)
- d) 20/07/2022 Finance and General Purposes Committee (Appendix E)
- e) 02/08/2022 Planning and Development Advisory Committee (Appendix F)

6. RECOMMENDATIONS FROM COMMITTEES **Community Committee**

- a) To approve Town Crier contract (Appendix G)
- b) To approve Town Crier lone working method statement (Appendix H)
- c) To approve Town Crier risk assessment (Appendix I)
- d) To approve audio streaming policy (Appendix J)

Finance and General Purposes Committee

- e) To approve the following policies:
 - i. Local Government Pension Scheme Policy (Appendix K)
 - ii. Document Retention Policy (Appendix L)
 - iii. Investment Strategy Policy (Appendix M)
 - iv. Project Plan Scrutiny Policy (Appendix N)
 - v. Procurement Policy (Appendix O)
 - vi. Protocol for Officer and Councillor Relationships (Appendix P)
- f) To approve recruitment of part time Customer Services role (Appendix Q)
- g) To consider request from 18 hours for financial support of £15,000

7. MAYOR'S OFFICE

- a) To receive update on the work of the Town Mayor (Appendix R)

8. 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.

9. SUPPORT FOR UKRAINE

- a) To receive update from Cllrs Brailsford; Taylor-Gee; Thomas on 'Bexhill Hub for Ukraine Support'.

10. GOVERNANCE AND ADMINISTRATION

- a) To receive update following Vision and Strategy Day 06/07/2022
- b) To receive update on Bexhill Trust membership.
- c) To note DBS checks for all councillors to commence.
- d) To consider that Bexhill-on-Sea Town Council take the NALC Civility and Respect Pledge and adopt the 'Dignity at Work' Policy. (Appendix S and T)
- e) To consider steps to be taken to encourage members of the public to stand for election in 2023.

11. EXTERNAL REPRESENTATIVES

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

- a) RALC - Cllr Winter and Cllr Taylor-Gee
- b) Citizen's Advice Bureau – Cllr Gibson
- c) Bexhill Air Cadet Squadron - Mayor
- d) Fairtrade – Cllr Izzard
- e) Old and Bold – Cllr Barfoot

- f) Sea Angling Club Design Workshop – Cllr Gibson
- g) To note police liaison meeting requested.

12. MOTIONS FROM COUNCILLORS

There are none.

13. CORRESPONDENCE AND MATTERS FOR INFORMATION

All information circulated to councillors prior to the meeting

- a) To consider request from Community Supporters to support grant application to Rother District Council
- b) To note East Sussex County Council ‘Living Well in East Sussex’ survey (closing 18th September)
- c) To note Sussex Police rural crime team update for July 2022
- d) To note NALC consultation on short term holiday lets

14. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

- a) To receive answers to questions raised at the last meeting

Cllr Baldry What steps can the town council take to encourage members of the public to stand for election in 2023	This item is on the agenda for discussion.
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- 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.

15. DATE OF NEXT MEETING – 5th OCTOBER 2022.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the personal data contained in the nature of the business to be transacted in item 16, the public and the press will be asked to leave the meeting during consideration of the following:

16. TO RECEIVE UPDATE ON STAFFING MATTERS