

HAYWARDS HEATH TOWN COUNCIL

ANNUAL MEETING OF HAYWARDS HEATH TOWN COUNCIL

Minutes of the meeting held on Monday 16th May 2011

Councillors: Christopher Ash-Edwards
Jonathan Ash-Edwards
Richard Bates
Rod Clarke
Mims Davies
David Dorking
Sandy Ellis
Tim Farmer
Julie Hayden
Stephen Hillier
Warren Hill
Jacqueline Hollister
Natalie March
Christine McLean
Michael Pulfer
John Sabin

Apologies Absent***

Also present: Cllr J De-Mierre, Cllr J Knight,
Mr P Bailey, Mr N Way, Mr S Wickremaratchi, Miss C Todd,
Mrs M Sabin, Mrs H Hewett and Miss Charlotte Jones

Mrs Margaret Baker the outgoing Mayor opened the meeting with the Council Prayer

1. Apologies

None

Before the election of the Town Mayor for 2011/12 Cllr Farmer presented Mrs Baker with a token of gratitude from the Council and thanked her for her three years of service as Mayor, and seven years as a Town Councillor. Cllr Ash-Edwards echoed Cllr Farmers comments and thanked Mrs Baker for her service, which she undertook with great dignity. Cllr Ash-Edwards was sure that Mrs Baker would still play a major role in the community. Mr Way from the public gallery thanked Mrs Baker for her service and was sure the residents of the Town agreed that she has been a great servant to town and would be greatly missed.

2. Election of Town Mayor for 2011/2012

There was one nomination for Town Mayor;

Cllr J. Sabin

Cllr Bates asked that it be put on record his disappointment that the majority group had not consulted with him and his colleague over the Mayoralty and thought that a longer serving Member should have been considered for the role of Mayor.

Cllr Sabin was then duly declared the Town Mayor for the Council year 2011/12. Cllr Sabin made his declaration of acceptance of office, stated that it was a great honour to be the Mayor of the Town and thanked Members for electing him.

3. Appointment of Deputy Town Mayor for 2011/2012

There was one nomination for Deputy Town Mayor;
Cllr S. Hillier

Cllr Hillier was duly declared Deputy Town Mayor for the Council year 2011/12. Cllr Hillier made his declaration of acceptance of office.

4. Committee membership for the 2011/2012

The following names were put forward and agreed for the Committee membership for the Council year 2011/12

(i) Policy & Finance Committee

J. Ash-Edwards
C. Ash-Edwards
R. Bates
M. Davies
D. Dorking
T. Farmer
S. Hillier

(ii) Environment & General Purposes Committee

R. Clarke
W. Hill
J. Hollister
N. March
C. McLean
M. Pulfer
S. Ellis

(iii) Planning Committee

C. Ash-Edwards
R. Clarke
S. Ellis
J. Hayden
W. Hill
C. McLean
M. Pulfer
J. Sabin

It was noted that nine places were available on the planning committee but only eight had been taken. It was agreed that committee be changed to a membership of eight Members.

5. To confirm appointments of Committee Chairmen and Vice Chairmen for the Council year 2011/2012.

It was **RESOLVED** that the following Members were appointed as Committee Chairman and Vice Chairman for the Council year 2011/12. None of the posts were contested.

- (i) Policy & Finance Committee**
Chairman: Cllr J. Ash-Edwards
Vice Chairman: Cllr T. Farmer
- (ii) Environment & General Purposes Committee**
Chairman: J. Hollister
Vice Chairman: W. Hill
- (iii) Planning Committee**
Chairman: C. Ash Edwards
Vice Chairman: M. Pulfer

6. Membership of the Sub Committees/Working Groups:

It was **RESOLVED** that the following Members would serve on the following Sub Committee working groups for the Council year 2011/12.

- (i) Editorial/Media/Website Working Party**
M. Davies, N. March, S. Hillier, R. Clarke, C. Mclean
- (ii) Planning Working Group**
C. Ash Edwards, S. Ellis, M. Pulfer, J. Hayden, R. Bates
- (iii) Bolnore Working Group**
C. Ash-Edwards, M. Davies, T. Farmer and J.Sabin as Ward Members.

Cllr Bates asked why the membership to the working group was not formally nominated. The Clerk responded by informing Cllr Bates that as per the terms of reference for the working group that only Ward Members would sit on the group, therefore there was no need for nominations to be sought.

- (iv) Staff Working Party**
J. Sabin (Town Mayor), J Hollister (Chairman of E & G P), J. Ash-Edwards (Chairman of P & F), C. McLean and M. Davies.

It was noted that a report did not correspond to the agenda so the nomination of the representative of the Council on the following sub-committee was added at the end of the agenda item

- (v) South East in Bloom Committee**
W. Hill

7. To confirm Council representatives on the following outside bodies:

It was **RESOLVED** that the following Members would be the representatives on the following outside bodies.

- (i) Citizens Advice Bureau
D. Dorking
- (ii) Mid Sussex Association of Local Councils
J. Sabin and N. March
- (iii) Mid Sussex Association of Town Councils
J. Ash-Edwards, S Hillier, T. Farmer and S. Ellis
- (iv) Haywards Heath Twinning Association
J. Sabin and D. Dorking
- (v) Blunts/Paiges Meadow Reserve
J. Sabin and R. Clarke
- (vi) Scrase Valley Reserve
M. Pulfer and J. Hayden
- (vii) Ashenground Park & Bolnore Open Spaces Steering Group
T. Farmer and R. Bates
- (viii) Community Volunteer Service
C Ash-Edwards
- (vi) Haywards Heath Community Partnership
N. March

The Clerk drew Members attention to the fact that the Charity Commission had informed the Partnership that the name of Haywards Heath Community Partnership had already been used for a charitable organisation. As a result the Partnership would be suggesting a new name to the Charity Commission in due course. The Clerk will formally report the new name once it is agreed and ensure that it is minuted appropriately before the Council releases any grant funding.

8. Declarations of Interest.

Cllr J. Ash-Edwards declared a prejudicial interest in item 11, Minutes of the Policy and Finance Committee 11 April 2011 minute 69 as a governor of Warden Park School.

9. Minutes

The Minutes of the Meeting of the Council held on 28th March 2011 were taken as read, confirmed as true and duly signed by the Mayor.

10. Mayor's Engagements and Announcements.

The Mayors engagements undertaken since the last Council meeting were noted.

11. To receive and consider adoption of the Minutes of the following Committees:

- (i) **Planning Committee - MINS. 131 - 158**
The reception and adoption of the resolutions of the Planning Committees, dated 14th March 2011 - **Mins 131 - 140**, 4th April 2011 - **Mins 141 – 150** and 26th April 2011 - **Mins 151 - 158** were moved, seconded and agreed without discussion by Council.

- (ii) **Environment & General Purposes Committee - MINS. 50 - 59**
The reception and adoption of the resolutions of the Environment & General Purposes Committee 28th March 2011 **Mins 50 - 59** were moved, seconded and agreed by Council.

- (ii) **Policy & Finance Committee - MINS. 63 - 75**
Cllr J. Ash-Edwards left the Chamber due to his prejudicial interest in minute 69. Cllr C. Ash-Edwards duly presented the minutes.
The reception and adoption of the resolutions of the Policy and Finance Committee 11th April 2011 **Mins 63 - 75** were moved, seconded and agreed with the following matter arising.

Under minute 69 relating to the Warden Park Academy Proposal; Cllr Mclean, who was not party to the discussions of the Policy and Finance Committee, asked that her concerns be put on record in relation to the involvement of Heyworth School in the proposal and feared that the proposal would be detrimental to other schools in the Town.

12. Cheque Signatories and Bank Authorisation.

As per the recommendation of the report without discussion;

Members **RESOLVED** to;

Authorise the Mayor (Cllr John Sabin), Deputy Mayor (Cllr Stephen Hillier), Chairman of Policy and Finance (Cllr Jonathan Ash-Edwards) and the Chairman of Environment and General Purposes (Cllr Jacqueline Hollister) to be authorised to be cheques signatories on behalf of Haywards Heath Town Council, and to be authorised to approve and sign bank transactions on behalf of Haywards Heath Town Council.

13. To consider any urgent items the Mayor has received under S.O 11.

The Mayor introduced two pieces of urgent business. Firstly, the Clerk informed Members that he had received an invitation on behalf of the Town Council to be involved in the consultation on Mid Sussex District Council's Statement of Community Involvement. It was noted that there two options to make representation if the Town Council wished. This could either be by attending a workshop or making a written representation. Due the timescale for making a response;

Members **AGREED** that the Clerk would liaise with Cllr Farmer on the matter and make representation.

Secondly the Clerk asked to have permission to call an Extra Ordinary meeting of the Town Council to ratify the decisions of the Policy and Finance Committee in relation to the end of year accounts and auditors comments.

Members **RESOLVED** to;

Agree that the Clerk call an Extra-Ordinary Full Council Meeting, when necessary to enable the signing off of the Council's end of year accounts on the 27th or 28th June 2011

14. Members **RESOLVED** to exclude of Public and Press.

The Mayor moved to exclude and the public and press from the meeting and moved the meeting into exempt business.