

**HAYWARDS HEATH TOWN COUNCIL
MEETING OF HAYWARDS HEATH TOWN COUNCIL**

Minutes of the meeting held on Monday 28th January 2019

Councillors: Christopher Ash-Edwards
Jonathan Ash-Edwards
Anne Boutrup **
Clare Cheney **
Rod Clarke
Emma Clayton
Ruth de Mierre
Sandy Ellis
Stephen Hillier
Matthew Jeffers
James Knight
Clive Laband
Alastair McPherson
Howard Muddin
Mike Pulfer
Sujan Wickremaratchi

Apologies Absent***

Also present: None

61. Council Prayer

Members stood for the Council prayer, which was read by the Town Mayor.

62. Public Forum

Mrs Sylvia Harris updated Members on the River Poppies project and how the 4000 left over poppies were going to be used to underpin a further project to tie in with the 75th Anniversary of D-Day landings this year. Members thanked Mrs Harris for her wonderful work and looked forward to seeing her latest project come to fruition.

63. Apologies

Clare Cheney – holiday.
Anne Boutrup – Ill Health

64. Declarations of Interest

None.

65. Minutes

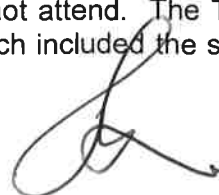
The Minutes of the Council meeting held on the 26th November 2018 were taken as read, confirmed as a true record and duly signed by the Town Mayor.

66. Matters Arising

None.

67. Mayor's Engagements and Announcements.

The Town Mayor reported that he had attended a number of events during a very busy Christmas period. The Town Mayor thanked Cllrs Ellis, McPherson and Wickremaratchi for helping him by covering some of the events he could not attend. The Town Mayor made special mention of the Bentswood Christmas Party, which included the sharing of presents

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donated to by residents including staff and Members to children who may not be as fortunate as most. A reminder of the Mayor's Charity Casino Night on the 12th April 2019, to be held at the Town Hall, was also made.

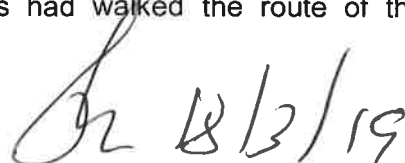
68. To receive and consider the adoption of the Minutes of Council standing committees.

- (i) **Planning Committee - MINS. 87 - 121**
The reception and adoption of the resolutions of the Planning Committees, dated 19th November 2018 - **Mins 87 – 96**, 10th December 2018 - **Mins 97 – 105**, 2nd January 2019 - **Mins 106 – 113** and 21st January 2019 - **Mins 114 – 121** were moved, seconded and agreed by Council.
- (ii) **Environment and General Purposes Committee - MINS. 41 - 50**
The reception and adoption of the resolutions of the Environment & General Purposes Committee dated 3rd December 2018 **Mins 41 - 51** were moved, seconded and agreed by Council.
- (iii) **Policy and Finance Committee - MINS. 41 - 50**
The reception and adoption of the resolutions of the Policy and Finance Committee dated 14th January 2019 **Mins 41 - 50** were moved, seconded and agreed by Council.

69. Town Council Priorities and Working Groups

The following updates were given,

- **Development of a Country Park on land located off Hurstwood Lane.**
The Town Clerk, reported that there had been little movement on the legal side of the project, but soil testing and water course testing had been completed. It was noted that the work was part of the due diligence being undertaken to ascertain whether the land was suitable for purchase and how potential water run flows below the ground could be managed.
The Leader of the Town Council added that after a site visit with the Town Clerk he has asked that the cost for a full Health and Safety audit of Asylum Wood be ascertained. Additionally, he had raised concerns about the definition of the boundary of the Asylum Wood and the houses being built off Greenhill Way and had asked that a quote be prepared to place a fence, which he felt should be presented to Mid Sussex District Council before the Town Council purchases the land.
- **Development of a Cemetery on land located off Hurstwood Lane.**
The Town Clerk, reported that this project was in the same position legally as the Country park.
- **Haywards Heath commercial offer document and business estates and office space protection.**
It was noted that the Business Improvement District specification for the scoping work would be shared with the Town Council.
- **South Road shared space scheme.**
No update.
- **Development of an integrated road network.**
No update.
- **Working Groups.**
 - **Bluebell Railway Working Party.**
Cllr de Mierre reported that discussions were going on with Mid Sussex District Council and a funding prospectus had been published. In addition, a planning application was being progressed and officers had walked the route of the proposed line.

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- 2019 Working Group.
Cllr Ellis updated on the work of the group and thanked the Events and Community Officer for all her of hard work. It was noted that plans for the Spring Festival and Town Day were well underway.
- Environment Working Group
The Town Clerk in the absence of Cllr Cheney stated that in addition to the focus being upon an electric charging point at HHTC and the litter collecting campaign being launched in the Town Council Newsletter, work was ongoing ascertaining the travel habits of children and parent to school.

Members **NOTED** the updates.

70. 2019/2020 Budget

Members noted the budget as recommended and ratified the allocation of the forecasted, current year, underspend monies.

It was **RESOLVED** to,

ratify the recommendations of the Policy and Finance Committee dated 14th January 2019 and,

- a) approve the 2019 - 2020 budget, with a 4.1% increase in the precept and a 2.5% increase in the amount payable by Council Tax payers. This equates to a precept of £608,025. This will represent an average Band D Council Tax of £50.92 p.a.**
- b) approve the earmarking of the projected 2018/2019 underspend to the following reserve headings;**
 - a. Western Road Cemetery - £3,854**
 - b. Muster Green (Trees) - £1,750**
 - c. Maintenance of Buildings and Grounds - £2,350**
 - d. General Reserve - £10,234**

71. Membership of the National Association of Local Councils and Sussex Association of Local Councils


The Town Clerk presented his report and recommendation to renew the membership with both Associations. Members unanimously agreed that the Town Council needed to have both Associations for the benefit of the Council if required and there would be a need for training after the May 2019 elections. With this;

It was **RESOLVED** to,

Renew the Town Councils Membership of the National Association of Local Councils and Sussex Association of Local Councils for the 2019/20 Council year.

72. Bus Shelter Management by Clear Channel UK

The Town Clerk reported that he had been approached by Clear Channel as outlined in his report. On the basis of the contract and acknowledging that the Town Council had no ownership rights;

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It was **RESOLVED** to,


Give the Town Clerk delegated authority to extend and execute the agreement with Clear Channel UK for the provision of bus shelters in Haywards Heath for a further 5 years.

73. Urgent Item

The Town Clerk announced that he had held an exploratory meeting with Mid Sussex District Council's Anti-Social Behaviour Officer and SWL Security, including the incumbent Community Warden, to discuss the widening of the Community Warden's powers in light of the consideration of adopting powers to enable the issuing of Community Protection Notices/Orders by a Mid Sussex District Council Scrutiny Committee the next evening. The Town Clerk stressed a decision could not be made by the Town Council and ultimately SWL Security would make the decision to use any powers, as the provider of the Community Warden Service, but the Town Clerk felt that this was a formality. However, the Town Clerk, whilst not pre-determining the decision to be taken the next evening asked if there were any concerns. Members welcomed the idea but there was an air of caution as it was acknowledged that the implementation of Orders/Notices would not be the answer to every problem, and needed to be managed appropriately along with the correct message through our public relations.

74. Members RESOLVED to enter into Exempt Business to receive a verbal update on staffing matters.

Meeting Closed at 8.30pm

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