

To ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend a Special Meeting (Committee Formation) of **Rye Town Council** to be held on **Monday 9 May 2016** at **The Town Hall, Rye, 6.30pm** when it is proposed to transact the business set out below.

15 APOLOGIES

To accept any apologies for absence.

16 CODE OF CONDUCT

To receive any declarations of interest required under the Council's Code of Conduct – and to consider any written applications made by Members to the Clerk for a dispensation to allow them to participate in, and vote on an agenda item for which they have a Disclosable Interest.

The Mayor to adjourn the meeting for updates from:

- (a) Rye Partnership on its current and planned activities.*
- (b) MLAG on rail issues.*

17 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meetings held on 11 April 2016 (C14), 18 April 2016 (C15) and 2 May 2016 (C1 – Mayor Making).

18 COMMITTEE MINUTES

To receive the Minutes of the Council's committees and consider for adoption any *Recommendations:*

- (a) Planning & Townscape** 18 April 2016 (PT18)

19 RECORD OF ATTENDANCES

To receive and note the Record of Attendances for 2015-16 *(to 18.4.16)*.

20 MEETINGS START TIME

To review/confirm the usual start time of Council and committee meetings.

21 COMMITTEE FORMATION

To consider and agree the Committee formation for the coming year as follows:

- a) To confirm or amend the number and title of Committees.**
- b) To determine the number and names of Members to each Committee.**

Committees currently:

- i) Policy, Resources & General Purposes (13 Members)*
- ii) Planning & Townscape (9 Members)*
- iii) Public Services (8 + co-opted members of the public)*

Following the formation of Committees, the Council Meeting will adjourn to permit each Committee in turn to convene and elect a Chairman and Vice-Chairman.

The meeting will reconvene.

22 TIMETABLE OF MEETINGS 2016-17

To consider adopting the Draft Timetable (agreed 7.12.15).

23 COUNCIL REPRESENTATION TO ORGANISATIONS

To consider and approve the Council's representatives to the following organisations/committees:

Organisation/Committee	Representative
Chamber of Commerce	Rebekah Gilbert
Community Centre Association	<i>vacant</i>
East Sussex Association of Local Councils AGM (2 places – Councillors only)	<i>Appointment made as and when necessary</i>
East Sussex Community Rail Partnership	<i>vacant [Andy Stuart considering]</i>
Fair Trade Steering Group	Jonathan Breeds
Highways Forum (3 seats)	Mike Boyd, Bernardine Fiddimore, Pat Hughes
Marsh Link Action Group	Ray Prewer
Police Priority Setting Panel	Mike Boyd, Cheryl Creaser, Pat Hughes
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	Mike Boyd, John Breeds, Bernardine Fiddimore, Jo Kirkham, Ray Prewer, Andi Rivett; Clerk
Rother Transport Action Group	<i>vacant</i>
Rye Emergency Action Community Team	Rogers; Clerk
Rye & District Day Centre	<i>vacant</i>
Rye Harbour Nature Reserve Management Committee	Andi Rivett
Rye HotCats	Charlie Harkness
Rye Network	(Jo Kirkham)
Rye Partnership Members' Meetings	John Breeds, Rebekah Gilbert, Shaun Rogers
Sports Centre Advisory Committee	John Breeds
Tree Warden	John Breeds

Notes () = appointed independently but individual has offered to report anything of interest to the Council.

* Non-Councillor appointed by Council

24 FIXED TERM/DETERMINED REPRESENTATION

To note – or appoint to - the following fixed term or determined representations:

Organisation/Committee	Representative/s
Cinque Ports Confederation Standing Committee	The Mayor, Deputy Mayor, Clerk
Harbour of Rye Advisory Committee (HORAC)	Andi Rivett <i>[from November 2015]</i>
Rye Art Gallery	Michael Stott*
Rye Grammar School Exhibition Foundation Governors	Jo Kirkham, Ian Potter and the Mayor

* Non-Councillor appointed by Council

25 WORKING GROUPS

To review the remit and membership of the current working groups.

Note Membership does not have to be restricted to Town Councillors.

Title	Remit	Membership
Economic Development	Determine the most effective way/s in which the Council may contribute towards	Erswell, Fiddimore, Gilbert, Harkness, Rivett, Rogers; Clerk <i>Note: max 7 Members</i>
Human Resources	Consideration of personnel matters	Mike Boyd, John Breeds, Bernardine Fiddimore (Mayor), Rebekah Gilbert, Ian Potter, Shaun Rogers; Clerk <i>Note: The Mayor and up to 5 Members – plus the Clerk</i>
Local Discounted Accommodation	To progress the provision of discounted rented accommodation specifically for the benefit of Rye families	Mike Boyd, John Breeds, Jonathan Breeds, Cheryl Creaser, Bernardine Fiddimore, Ian Potter, Andi Rivett, Shaun Rogers
Public Conveniences & Bus Shelters	To explore taking on responsibility for the town's public conveniences and replacing the shelters in Crownfields with those that are more 'fit for purpose'	Mike Boyd, Bernardine Fiddimore, Pat Hughes, Shaun Rogers, Andy Stuart
Rye Neighbourhood Plan Steering Group	To develop a Neighbourhood Plan for Rye through to adoption (via referendum)	John Breeds, Cheryl Creaser, Jonathan Breeds (Mayor – WG Chairman), Pat Hughes, Ray Prewer, Shaun Rogers, Andy Stuart <i>Community members: Heidi Foster, Mike Eve, Anthony Kimber (Vice-Chairman), Dan Lake, Richard Orchard, Frank Palmer, Burton Rosner</i> Clerk (advisor)

26 BANKING

(a) Julian Hodge Bank

To confirm/add to the names of Members (currently Cllrs Jonathan Breeds and Fiddimore) who have offered to join Cllr Kirkham as authorised signatories.

Note: It will be necessary to provide (for a short period) original or certified copies of passports or driving licence (photocard and paper) – and well as proof of permanent residence (such as a recent utility bill).

(b) Unity Trust Bank

To note that: (i) the UTB is ending free banking for local councils on 3 June 2016 and introducing a monthly charge of £6 plus 15p per transaction; (ii) if this had been applied over the last 12 months, RTC would have been charged £137; (iii) the UTB is held in high regard by local council clerks for its customer service and because it is able to offer triple authority to support electronic payments; (iv) most banks have ended (or are likely to end in the near future) free banking for local councils – and to consider the Clerk's recommendation that RTC continues to bank with the UTB after 3 June.

27 EXCLUSION OF THE PUBLIC AND PRESS

Item 28 entails consideration of negotiation parameters in relation to a possible purchase of property and it is therefore recommended that the public and press be excluded in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (1)(2).

28 LAND ADJACENT TO 7 WISH WARD

To note that Rother District Council has withdrawn this parcel of land from public auction and has indicated that it will consider offers from the Town Council and the owners of neighbouring properties – and to agree a negotiating brief. **Clerk**

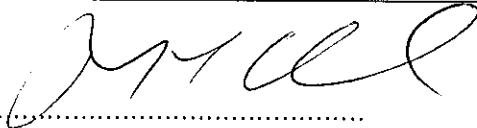
ROBES WILL NOT BE WORN

Supporting/Associated documents distributed with this agenda

17 Council Minutes C14, C15 & C1 **18** P&T Minutes (PT18) **19** Record of Attendances **22** Draft Timetable of Meetings

To be tabled

21 Committee Formation preferences summary



3 May 2016

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**MEETINGS OF RYE TOWN COUNCIL AND ITS COMMITTEES
ARE OPEN TO THE PUBLIC**

C2 19

RYE TOWN COUNCIL

RECORD OF ATTENDANCES 2015-16
(to 18 April 2016)

Name	Policy 5	Planning 18	Public 3	Council 15
Boyd	5	15	N/A	14
Breeds, John	1	14	N/A	11
Breeds, Jonathan	4	12	N/A	13
Creaser	5	18	3	15
Erswell	4/4	N/A	N/A	10/10
Fiddimore	5	15	3	15
Gilbert	5	N/A	3	13
Harkness	N/A	13	2	14
Hughes	N/A	18	3	15
Kirkham	4	N/A	N/A	9
Potter	N/A	N/A	N/A	8
Prewer	5	N/A	1	10
Rivett	5	N/A	2	12
Rogers	5	11	N/A	10
Stuart	5	18	N/A	15

RYE TOWN COUNCIL
Draft Timetable of Meetings 2016-17

C2

22

Meetings are held normally on Monday at 6.30pm

Month	Council	Policy	Planning & Townscape	Public Services
May	2MM(11am) 9CF 21SH	31 (Tues)	3 (Tues) 16 31 (Tues)	
June	27 AR		13 27	
July		11	11 25	18
August	No meetings	No meetings	No meetings	No meetings
September	5	19	5 19	
October	31		3 17 31	10
November		21	14 28	
December	5 NOM A		12	
January		16 BUD	2 16 30	9
February	13 PRE		13 27	
March	1 ATM (Wed)	27	13 27	
April	10 NOM B		10 24	3
May	1MM(11am) 8CF 21SH	22	8 22	

MM Mayor Making
ATM Annual Town Meeting
E Parish/Town Elections
TBD To be determined
NOM A Nominations for Mayor Elect (not in an Election year)
NOM B Nominations for Deputy Mayor Elect (not in an Election year)
CF Committee Formation
BUD Budget Meeting
PRE Agreeing precept
AR Annual Return approval
SH Speakership Handover