

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 5 June 2023** at **The Town Hall, Rye, 6.30pm** when it is proposed to transact the business set out below.

25 APOLOGIES

To accept any apologies for absence.

26 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.

27 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meetings held on 15 May 2023 (C1) and 22 May 2023 (C2 – Mayor Making).

28 RECORD OF ATTENDANCES

To receive and note the Record of Attendances for 2022-23 (*to 20.3.23*).

29 MEETINGS: START TIME

To review/confirm the usual start time of Council and committee meetings. (Currently 6.30pm).

30 MEETINGS: DAY OF THE WEEK

In order to increase the opportunities for the District Councillors to attend RTC meetings – and improve communications and relations between the two councils - to consider holding RTC meetings on a day of the week other than Monday (RDC's principal meeting night).

Cllr Learoyd Smith

31 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) Planning & Townscape (10 seats)**

Members: Bookless, Boyd, Fiddimore, Hansen, Hoggart, Hughes, Rivett, Rogers, Stuart,

ii) Personnel (6 seats)

Members: John Breeds, Cheryl Creaser, Rebekah Gilbert, Sue Learoyd Smith, Andi Rivett, Shaun Rogers.

Following the formation of Committees, the Council Meeting will adjourn to give each Committee the opportunity to convene and consider electing a Chairman and Vice-Chairman.

Note There is a Planning & Townscape meeting scheduled to follow Committee Formation.

The meeting will reconvene.

32 TIMETABLE OF MEETINGS 2023-24

To: **a) Confirm the Provisional Timetable for 2023-24 or**

b) Note that holding Planning & Townscape Committee meetings after Council meetings can make it difficult for members of the public to judge when they should arrive at the Town Hall to speak to a planning application – or give a RNP update – and to consider asking the Clerk to draft, for consideration, an alternative Timetable for 2023-24 that provides for ‘standalone’ Council meetings.

Clerk

33 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	Mike Boyd
East Sussex Association of Local Councils AGM (2 places – Councillors only)	Mayor, <i>vacant</i>
East Sussex Community Rail Partnership	Andy Stuart
Fair Trade Steering Group*	~~Jonathan Breeds~~
Ferry Road Nursery	Cheryl Creaser
Highways Forum (4 seats)	Mike Boyd, Bernardine Fiddimore, Chris Hoggart, Pat Hughes
Marsh Link Action Group	David Bookless
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	Mayor, ~~David Amphill~~ , Mike Boyd, Bernardine Fiddimore, Chris Hoggart, Jo Kirkham, Clerk
Rye Art Gallery	Mike Boyd
Rye Emergency Action Community Team	Shaun Rogers
Rye Harbour Nature Reserve Management Committee	Andi Rivett
Rye Partnership Members’ Meetings	Mike Boyd, John Breeds, Rebekah Gilbert
Sports Centre Advisory Committee	John Breeds
Tree Warden	John Breeds [sub: Andi Rivett]

*Believed to be defunct

34 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, Cinque Ports Champion (Cllr Gilbert), Clerk
Harbour of Rye Advisory Committee (HORAC)	Andi Rivett [Nov 2021-Oct 2024]
Rye Grammar School Exhibition Foundation Governors	Jo Kirkham, Ian Potter and the Mayor

35 WORKING/TASK & FINISH GROUPS

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

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

Title	Remit	Membership
Affordable Housing	To progress the provision of affordable/social housing in the Parish - specifically for the benefit of Rye families	Mike Boyd, ~~Jonathan Breeds~~ , Cheryl Creaser, Rebekah Gilbert, Shaun Rogers
Budget Advisory Group	To inform the 2023-24 Draft Budget	Mayor, Deputy Mayor, Cheryl Creaser, Clerk, Deputy Clerk
Devolved Services	To explore, with RDC, the transfer/devolvement of allotments, public conveniences and open spaces	Mayor, Deputy Mayor, Cheryl Creaser, Clerk, Deputy Clerk

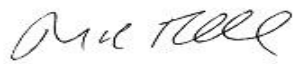
Human Resources (mirrors Personnel Committee membership)	Informal consideration of personnel matters	John Breeds, Cheryl Creaser, Rebekah Gilbert, Sue Learoyd Smith, Andi Rivett, Shaun Rogers.
Parking Strategy Review	To review the provision of on- and off-street parking – particularly the impact of the introduction of Civil Parking Enforcement (CPE)	~~David Amptill~~ , Rebekah Gilbert; Chamber of Commerce, Rye Business Forum; Conservation Society, Cllr Keith Glazier, ~~Cllr~~ ~~Gennette Stevens~~
Rye Neighbourhood Plan Steering Group	To review the current Plan and ensure it continues to conform with the Rother District Local Plan.	Mayor (Chairman), P+T Committee Chairman, Mike Boyd, Berni Fiddimore, Shaun Rogers, RNP Co-ordinator, up to 5 community members
Rye Rugby Club Liaison [currently informal]	To address any issues raised by neighbours	Mayor, Mike Boyd, Cheryl Creaser, Rebekah Gilbert, RRFC Chairman, Treasurer, Secretary

ROBES WILL NOT BE WORN

Supporting/Associated documents distributed with this agenda

27 Council Minutes 15.5.23 (C1), 22 May (C2- MM) **28** Record of Attendances

32a Provisional Timetable of Meetings 2023-24



31 May 2023

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