

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 13 May 2024** at **The Town Hall, Rye, 6.30pm** when it is proposed to transact the business set out below.

14 APOLOGIES

To accept any apologies for absence.

15 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.

16 COUNCILLOR RIVETT

To present the previous Mayor with a Past Mayor Badge.

Mayor

17 COUNCIL MINUTES

To approve and to authorise the Chairman to sign the Minutes of the meetings held on 29 January 2024 (C13), 12 February 2024 (C14) and 25 March 2024 (C15).

MEETING OF 29 JANUARY 2024 (C13)**Amendment proposed by Cllr Rogers**

Page 2, 112 Future Management of Rye Allotments, para 3, line 2

Delete their **Insert** Cllr Rogers'

Amendment proposed by the Clerk

Page 4, 116 Budget and Precept 2024-25, after para 3

Insert RESOLVED To approve the draft Budget 2024-25 and agree that the precept for 2024-25 shall be set at £250,687. **Clerk**

18 RECORD OF ATTENDANCES

To receive and note the Record of Attendances for 2023-24 (to 25.3.24).

19 MEETINGS: START TIME

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

20 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, Everett, Fiddimore, Hansen, Hoggart, Hughes, Rivett, Rogers, Stuart,

ii) *Personnel (6 seats)*

Members: Breeds, Creaser, Gilbert, Learoyd Smith, Rogers, Stuart (as Mayor).

(With the exception of Planning & Townscape – meeting after this meeting) 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.

21 TIMETABLE OF MEETINGS 2024-25

To confirm the Provisional Timetable for 2024-25

22 COUNCIL REPRESENTATION TO ORGANISATIONS

a) 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, Shaun Rogers
Ferry Road Nursery	<i>vacant</i>
Highways Forum (4 seats)	Mike Boyd, Bernardine Fiddimore, Chris Hoggart, Pat Hughes
Marsh Link Action Group	William Everett
Rother Assoc of Local Councils (2 seats)	Clerk, Pat Hughes
Rother DC Liaison Group	Mayor, Mike Boyd, Bernardine Fiddimore, Vagn Hansen, Chris Hoggart, Jo Kirkham, Clerk
Rye Art Gallery	Sue Learoyd Smith
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
South-East Community Rail Partnership	David Bookless
Sports Centre Advisory Committee*	Rebekah Gilbert
Tree Warden	John Breeds [sub: Andi Rivett]

b) To consider appointing a Member with responsibility for Climate Change.
Clerk

23 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 (Rebekah Gilbert, May 2023-May 2027), Clerk
Harbour of Rye Advisory Committee (HORAC)	Andi Rivett [Nov 2021-Oct 2024]
Rye Grammar School Exhibition Foundation Governors	John Breeds, Jo Kirkham, the Mayor

PROPOSAL FOR RESOLUTION To note that the Confederation of the Cinque Ports' Constitution provides for each Member town to send the Mayor, Town Clerk and one other person to Standing Committee meetings - and to agree to replace the Rye Cinque Ports Champion (RTC's 'other person') with the Rye Deputy Mayor, on the grounds that this would ensure that the Deputy becomes familiar with the work of the Confederation, prior to his/her likely election as Mayor.

Proposer Cllr Boyd

Seconder Cllr Stuart

24 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 Accommodation	To progress the provision of affordable/social housing in the Parish - specifically for the benefit of Rye families	Mike Boyd, Cheryl Creaser, Bernardine Fiddimore, Sophie Judge, Shaun Rogers, Andy Stuart
Allotments Management (T&F) (see agenda item 25)	To determine – and recommend – the optimal management structure/s for the sites.	Mike Boyd, John Breeds, Cheryl Creaser, Willy Everett, Chris Hoggart, Andy Stuart
Budget Advisory Group	To inform Draft Budgets	Mayor, Deputy Mayor, Cheryl Creaser, Vagn Hansen, Clerk, Deputy Clerk
Devolved Services	To explore, with RDC, the transfer/ devolvment of allotments, public conveniences and open spaces	Mayor, Deputy Mayor, William Everett, Vagn Hansen, Bernardine Fiddimore, Clerk, Deputy Clerk
Human Resources	Informal consideration of personnel matters (membership mirrors Personnel Committee)	John Breeds, Cheryl Creaser, Rebekah Gilbert, Sue Learoyd Smith, Shaun Rogers, Andy Stuart (Mayor – WG Chairman)
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, Vagn Hansen, Shaun Rogers; RNP Co-ordinator; up to 5 community members (including Dominic Manning)
Rye Rugby Club Liaison	To address any issues raised by neighbours	Mayor, Mike Boyd, Cheryl Creaser, Shaun Rogers, RRFC Chairman, Treasurer, Secretary

25 PROPOSED ALLOTMENTS FORUM

(a) Draft Terms of Reference

To consider, for adoption, the Draft Terms of Reference, agreed by members of the Allotments Management Task & Finish Group and the Chairs of the Allotments Associations.

(b) RTC

To agree the RTC representatives on the Forum.

Clerk

26 GRANT APPLICATION

To consider an application from the Rye Arts Festival for a grant of £500 towards the cost of artists for free public events during this year's Festival.

Clerk

Note General Grants Fund balance: £3,089.

27 RYE LEISURE CENTRE

To note ESCC has agreed to vary the Draft Heads of Terms of the proposed lease between it and RTC, to provide for 6-month rolling break clauses (with the earliest being 6 months after the lease commences) and, if necessary, to agree any courses of action not agreed previously by RTC.

Clerk, Cllr Gilbert

28 CODE OF CONDUCT COMPLAINTS

To note that the Deputy Monitoring Officer has, recently, considered two complaints about Members in relation to the Council meeting held on 29 January 2024; the complaints were not upheld – and, in relation to the first complaint (about both Members) the Officer has made the recommendations following:

That the two Subject Members ensure that all comments they wish to make in the future are made via the Chair in accordance with the usual meeting protocol;

That the Chair, with your [Clerk] support, chairs the meeting robustly. For example, in this case if what was alleged to have said was correct then the Chair should have intervened at that point;

That further training be offered to Members in relation to conduct at public meetings. **Clerk**

29 PUBLIC CONVENIENCES

a) Gungardens (possible transfer)

To receive an update and, if necessary, to agree a course of action. **Clerk**

b) Gungardens and The Strand

To consider how to get them re-opened for the summer season. **Cllr Rivett**

30 COUNCILLOR GOWNS

To consider further the suggestion within the 2024-25 (approved) RTC Budget that 14 new councillor gowns be purchased – with the cost (£6,369) being spread over 3 years. **Clerk**

31 MAYORAL ALLOWANCE (RIVETT)

To note that the balance as at 5.5.24 is £2,3287 and that Councillor Rivett has requested that the suggested donations following be funded from this balance:

Rye Academy £1,000 supporting students participating in exchange visits to Montreuil-sur-Mer in 2025.

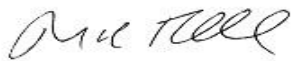
Hastings Winkle Club £500 towards supporting children experiencing deprivation in Hastings and Rye.

National Town Criers Championship (Rye) 2025 £500.

ROBES WILL NOT BE WORN

Supporting/Associated documents distributed with this agenda

17 Council Minutes (C13-C15) **18** Record of Attendances **21** Provisional Timetable of Meetings 2024-25 **25** Draft Terms of Reference **26** Application form; accounts



8 May 2024

.....
Richard Farhall Town Clerk, Town Hall, Rye TN31 7LA

Tel 01797 223902 Fax 01797 227706

Email townhall@ryetowncouncil.gov.uk

www.ryetowncouncil.gov.uk

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