

BEXHILL-ON-SEA TOWN COUNCIL

Minutes of the meeting of **BEXHILL-ON-SEA TOWN COUNCIL Community Committee** held at the **Pebsham Community Centre, Seabourne Road** on **Wednesday 13th July 2022 at 6.30pm**

PRESENT: Cllr Baldry; Cllr Brailsford; Cllr Barfoot; Cllr Plim; Cllr Rustem; Cllr Thomas; Cllr V Taylor-Gee

ALSO IN ATTENDANCE: J Miller, Clerk, Cllr Blagrove, Cllr Drayson, Cllr Winter, one member of the public

00166. TO ELECT CHAIR

It was **RESOLVED** to elect Cllr Baldry as Chair.

00167. TO ELECT VICE CHAIR

It was **RESOLVED** to elect Cllr Brailsford as Vice Chair.

00168. TO APPOINT MEMBER TO ASSET TRANSFER COMMITTEE

It was **RESOLVED** to appoint Cllr Rustem to the Asset Transfer Committee.

00169. PUBLIC PARTICIPATION

Cllr Blagrove addressed the meeting and requested a written response to the following questions/statements (for which answers are provided in italics)

1. The recording policy 5.1 states that recordings can be either retained or disposed and Cllr Blagrove thinks that shouldn't be in the policy.
The town council must retain the right to dispose of a recording for legal purposes such as, in the case of an individual exercising the right to be forgotten (GDPR Art 17), a reported data breach, or if the recording will prejudice any legal proceedings that the council may be subject to.
2. The agenda report states they town council are planning to spend £1600 for the Gazebo, when the original amount approved was £1000. Why is it another £600.
The report contained in the agenda is not an order or a plan to spend £1600, it is described as 'gazebo research' and is an example specification obtained to illustrate the current market conditions. The specification for the gazebo is to be agreed at this meeting and will be sent to several contractors to obtain a competitive price for the committee to consider at a later stage.
3. In relation to the external event coordination website Cllr Blagrove stated that she was opposed to the council spending money on another website.
The committee decided to set up an event website at a previous meeting by majority vote.

00170. APOLOGIES FOR ABSENCE

It was **RESOLVED** to receive and accept apologies with reasons from Cllr Gibson and Cllr Carroll.

Initial.....

00171. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

There were none.

00172. CHAIR'S ANNOUNCEMENTS

Cllr Baldry thanked Bexhill Radio for audio recording the meeting and reminded councillors of the 2.5 meeting duration hour limit.

00173. MINUTES

It was **RESOLVED** to approve the minutes of the meeting of 11th May 2022.

00174. UKRAINE FUNDING

It was **RESOLVED** to donate £5000 to the registered charity 'Churches Together in Bexhill' in order for them to set up a ring-fenced hardship fund for guests from Ukraine who are based in Bexhill. Evidence of expenditure will be requested for transparency purposes. The Finance and General Purposes Committee will be consulted.

00175. TOWN CRIER

- a) It was **RESOLVED** to recommend the following to full council for adoption:
 - i. Town Crier contract
 - ii. Town Crier lone working method statement
 - iii. Town Crier risk assessment

It was agreed to discuss a recognition award for retiring town criers at the next meeting.

00176. REGALIA

- a) To consider past mayor badge design and policy for distribution.
It was **RESOLVED** to update the badge to 'Bexhill-on-Sea Town Council' with the black lettering and will be presented to past town council mayors and make order for year 2022-23.
- b) To note Coat of Arms update.
It was noted that the payment will be made at the Finance and General Purposes Committee and once the arms are granted the conditions of use will be reviewed by the committee.

00177. NOTICEBOARDS

- a) To note installation of noticeboards planned for September – noted.
It was also noted that the key for the Devonshire Square noticeboard had not yet been handed over by RDC to the town council as agreed, this is being followed up regularly.
- b) To note Turkey Road installation against wall next to fence – noted.
- c) To note project plan for telephone boxes has commenced – noted.

00178. CHARTER TRUSTEES BOOKLET

- a) To consider Full Council request to review options for updating Charter Trustee booklet.

It was **RESOLVED** to investigate how the town council could produce a version of the booklet, possibly online only, which will contain up to date regalia and mayoral information. Local organisations, such as Bexhill Heritage and Bexhill Museum will be contacted to see how they could support such a project.

00179. AUDIO STREAMING

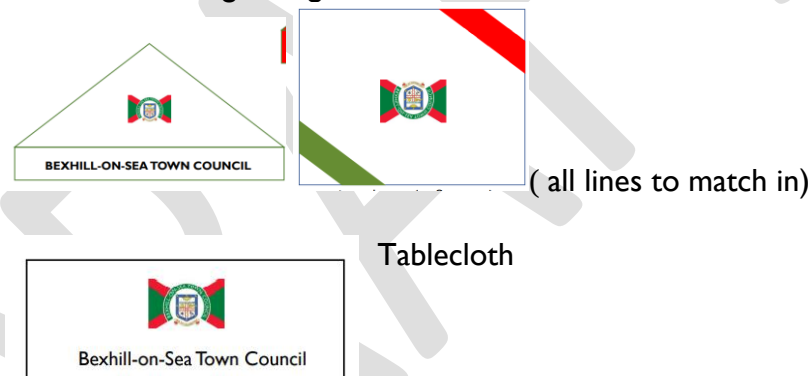
- a) To consider audio streaming policy for recommendation
It was **RESOLVED** to recommend the audio streaming policy to full council for adoption.

00180. PRESS AND MEDIA

- a) To consider regular advertorial in Bexhill News at £295.00.
It was **RESOLVED** to submit a monthly advertorial, in line with the Council's Press and Media Policy, to Bexhill News in addition to the bi-annual newsletter. The price will be negotiated for a six-month trial period.

00181. GAZEBO

- a) To consider design for gazebo



The above designs were agreed, and a specification will be tendered to gazebo providers for the committee to consider at the next meeting,

00182. BEXHILL CARNIVAL

- a) To appoint judges to carnival committee on 30th July 2022.
Cllr Thomas declared an interest in this item.
It was **RESOLVED** to ask if any full council members will volunteer as carnival judges or help out with the event.
- b) To note request for volunteers for bucket collection after Party in the Park at Polegrove on 29th July 2022.
It was **RESOLVED** for members to contact Cllr Plim if they can assist with the bucket collection.
- c) To note Mayor donating £500 of budget to carnival committee – noted.

It was agreed to consider having a float at next year's carnival.

00183. BEXHILL DAY

- a) To consider event ideas.

It was **RESOLVED** that the Mayor will walk from the boundary at Lunsford Cross through Sidley, London Road and onto seafront to finish at the Albatross Club at 1pm to receive the flypast to celebrate Bexhill Day.

Residents will be encouraged to take part in their own chosen way. The poster used for last year will be given to local businesses by ward councillors to encourage participation.

The Deputy Mayor will her contribution on the day.

The 1250th anniversary fun day was noted as part of the celebration, with thanks to Cllrs Brailsford, Gibson and Baldry for organising.

It was noted that fund raising on the day could be considered next year.

- a) To note flypast agreed for 21st August at 13:21hrs – noted.

The town clerk was thanked for organising the Battle of Britain Memorial Flypast.

00184. OFFICIAL OPENING EVENT FOR PREMISES

- a) To consider official opening event ideas and communications strategy.

It was agreed that once the lease has completed a large poster will be displayed on the premises window with contact details advertising 'coming soon' and a press release published with an artists impression of the future offices.

The clerk was asked to work on some ideas for the opening event and present to an extraordinary meeting if required.

It was agreed to investigate using the current independent shop map to incorporate the town council premises and look to update the map with other shopping areas.

00185. COUNCILLOR TRAINING EVENTS

- a) To note date of next training session on GDPR/data protection.

September dates will be circulated for a remote training session for all councillors on GDPR.

- b) To note date of Strategy Training meeting – 6th September 2022.

It was **RESOLVED** to refer to the meeting as a Vision and Strategy Day.

Cllr Rustem left the meeting at 19:58pm

00186. EXTERNAL EVENT COORDINATION WEBSITE

- a) To be discussed at next meeting – noted.

00187. POSH CLUB

- a) To note investigation is under way – noted.

00188. DEMENTIA FRIENDLY COFFEE MORNING

- a) To note coffee morning planned for 20th July – it was noted that this had been delayed due to the annual leave of the manger, a further date will be provided by Prideaux Lodge.

It was agreed that Dementia Training will be added to future training events.

Initial.....

00189. ROYAL BRITISH LEGION EVENTS

- a) To review joint branch Falklands 40 event
It was noted that the event was well attended and well received by the veterans and Royal British Legion(RBL). Thanks were noted to the town clerk for organising the event with the RBL.
- b) To consider Armed Forces Day event for 2023, in similar format to Falklands 40.
It was **RESOLVED** to organise a parade for Armed Forces Day in 2023.
- c) To note updates on Remembrance Parade event Bexhill Branch 2022.
It was noted that a meeting is planned with Bexhill branch to review the planning required for this year's parade.
- d) To note updates on Remembrance Parade event Little Common Branch 2022.
It was noted that the plans are underway for the Little Common Branch
- e) To note updates on Remembrance Parade at Sidley.
It was noted that investigations are underway.
- f) To note no further information on Little Common war memorial – noted.

00190. COVID RECOVERY EVENTS

- a) 'Happy to Chat' initiative – to consider the following documents:
 - i. Method Statement
 - ii. Menu Card OptionsIt was **RESOLVED** to soften the wording to create a more 'chatty' feel, reduce the amount of instructions and remove suggestions for how to make conversation. The pilot will begin in the café shortly.
It was noted that Rother District Council has been requested to reconsider assigning a 'Happy to Chat' bench.
- b) Health and Wellbeing Market – to receive any updates – there were none.
- c) To note 'Old and Bold' initiative approved by Finance and General Purposes Committee and Full Council appointed external representative Cllr Barfoot.
Cllr Barfoot advised that he will share the information received from Active Rother.
Cllr Barfoot was thanked for his work on this project.

00191. THE BIG SURVEY 2021

- a) To note survey will be discussed at the Vision and Strategy meeting – noted.

00192. MOTIONS FROM COUNCILLORS

- a) Cllr Blagrove
That Councillors questions should be answered by the clerk within 10 days of them being asked.
This motion fell.

00193. CORRESPONDENCE

- a) Bexhill 100 – to refurbish motor racing plaque
Cllr Brailsford declared an interest in this item.
 It was agreed that the clerk will work with Bexhill 100 to seek ownership to facilitate Bexhill 100 refurbishing the plaque.

00194. QUESTIONS FROM COUNCILLORS

- a) To note answers to questions from the last meeting

Cllr Taylor-Gee asked if the committee could respond to the RDC anti-poverty strategy and could Cllr Sam Coleman be invited to speak on the item.	The Community Committee's purpose is to oversee the strategy and communications of the council, so it may be more appropriate for full council to consider anti-poverty matters.
Cllr Blagrove asked if the town council equipment is insured in storage.	The town council has insurance for its equipment.
Cllr Blagrove asked if the Annual General Meeting could be live streamed.	At the time of asking this question it had been agreed that the final project plan be presented to the Finance and General Purposes Committee for adoption, due to the timetable of meetings this took place after the Annual General Meeting.
Cllr Gibson asked if there could be an extra-ordinary meeting called if one is not agreed before the end of June.	The chairman can call an extra-ordinary meeting at any time.

- b) To receive questions from councillors and any future agenda items
 Cllr Brailsford asked for an update on the Glyne Gap roundabout project from Rother District Council and details of surveys that have been carried out. It was agreed that this falls under the Community Committee remit of communicating to the town.

00195. DATE OF NEXT MEETING – 12TH OCTOBER 2022

The meeting closed at 20:29pm

Signed.....

Date.....

Initial.....