



news of an incident in Wales, where a vehicle couldn't see a motorcyclist.

The Town Clerk advised that on looking at the mapping system for the verges owned by East Sussex Highways, the section of verge between Batchelor Way and Copwood roundabout was designated as a rural verge, and would therefore only receive two cuts a year. They were required to undertake cuts when visibility was impaired or concerns were raised, so in future if any residents on West Park had concerns, they needed to be raised at that time. The Town Clerk would also see if this section of highway verge could be re-classified as urban, to ensure more cuts were undertaken.

**FC.39.09.24** The member of the public was thanked for attending and for raising their concern, and members **RESOLVED** to reinstate Standing Orders.

### **3.0 TO RECEIVE REPORTS FROM EAST SUSSEX COUNTY COUNCIL AND WEALDEN DISTRICT COUNCIL**

Councillor Dan Manvell advised that it had been a fairly quiet summer, with council business.

Councillor Donna French, agreed it had been pretty quiet. She had been invited to a 3VA event to learn more about regenerative farming. She had been supporting Newtown Action Group and advised that there was an opening event for their Sensory Garden on the Wednesday of that week. She had reported a matter raised by a local resident which related to the underage sales of vapes.

Councillor Bernadette Reed had also attended the Regenerative Farming event, and advised that there could be some further learning which would benefit our own conservation management. Both the MP and Councillor Reed had visited Cress Farm, over the resident's concerns with the neighbouring developers, and Councillor Reed had visited Knepp, which she would follow up on with the Town Clerk. A visit with NatureSpace to the Town Council's pond with the Ranger had been valuable and it was hoped may lead to further support or grant funding.

Councillor Bennett wished to request that contact be made with East Sussex Highways to ensure all storm water drains were prepared for the autumn and winter months. It needed to be addressed before leaf fall. Councillor Reed echoed this point and noted that Cress Farm had also been suffering with drainage issues.

Following on from the discussions around the NPPF consultation, Councillor Dan Manvell had recently attended an event called 'Saving Council Housing' based on a report by Southwark LBC which issued a number of recommendations to the new UK Govt to put council houses on a proper footing and enable councils to invest and build more. Wealden DC were a signatory to this, so it proved very interesting. The Town Mayor, suggested that Councillor Manvell share this report with Plans Committee members. Councillor Manvell was happy to share and clarified that it was less planning focused and more housing revenue based, but still of interest.

### **4.0 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillors B. Cox and A. Smith due to annual

leave. County Councillors Claire and Chris Dowling had also sent their apologies.

## 5.0 MINUTES

5.1 To resolve that the minutes of the meeting of the Full Council on 26 June 2024 be taken as read, confirmed as a correct record and signed by the Mayor.

**FC.40.09.24** Members **RESOLVED** that the minutes of the meeting of the Full Council on 26 June 2024 be taken as read, confirmed as a correct record and signed by the Mayor.

### 5.2 Action List

The Town Clerk noted that a number of actions on the action list, had been outstanding for some years and needed to be reviewed at the next meeting. A number did not fall within the Town Council's remit, responsibilities or powers, or in some cases had been topical at a specific time. It was therefore important to review these at the next meeting of Full Council.

Councillor Manvell advised that it would be helpful to have a clear understanding of the Town Council's position on parking prior to any future review by Wealden DC and East Sussex CC. It was suggested that this should be added as an agenda item to the December meeting of Full Council.

Members subsequently noted the report.

## 6.0 COMMITTEE MINUTES

6.1 To note the acts and proceedings of the following committee meetings:-

(a) Plans Committee of the 15 July, 5 and 27 August 2024

**FC.41.09.24** It was **RESOLVED** to note the acts and proceedings of the Plans Committee of the 15 July, 5 and 27 August 2024

(b) Environment & Leisure Committee of the 8 July and 2 September 2024

**FC.42.09.24** It was **RESOLVED** to note the acts and proceedings of the Environment & Leisure Committee of 8 July and 2 September 2024.

(c) General Purposes Committee of the 22 July 2024

**FC.43.09.24** It was **RESOLVED** to note the acts and proceedings of the General Purposes Committees of the 22 July 2024.

## 7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

(i) The Uckfield Town Centre Regeneration Joint Committee

Nothing to report at present.

(ii) Neighbourhood Plan Steering Group

Nothing to report at present.

(iii) Gatwick Airport Consultation Panel

Nothing to report at present.

## 8.0 TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS

(i) Civic Centre Working Group

Nothing to report at present.

(ii) Uckfield – Events Working Group

Weald on the Field had been a great success. Members were in general support of continuing the event, subject to discussions during the budget setting process. Members and staff involved in the event, were thanked for their support and organisation. Members subsequently noted the report.

(iii) Ageing Well Forum

Nothing to report at present.

**9.0 QUARTERLY PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES FOR 2024/25 (Q1)**

Members were pleased to see the progress made in the first quarter, and that all priorities were on schedule for delivery. Members noted the report.

**10.0 TO NOTE THE OUTCOME OF THE URGENT CONSULTATION PANEL**

Officers were required to confirm if they were happy to continue with the current Internal Auditing Services into 2024-25. Although members had previously agreed in 2023, that they were happy to appoint the Internal Auditor for a period of two years, officers were required to sign the contract for a further 12 months. Members of the Urgent Consultation Panel confirmed that they were happy with the standard of the current services provided and approved the continuation of the contract for a further two years.

**11.0 TO CONSIDER A MOTION FROM COUNCILLOR BERNADETTE REED**

Taking into account previous suggestions for nominations for assets of community value within the town of Uckfield, Councillor Bernadette Reed wished to suggest that Luxford Field Car Park (owned by Wealden District Council) be nominated.

There were initially mixed views, in terms of what we wanted to achieve by making this nomination. The Town Clerk explained that the criteria could mean that if the land were to be considered 'operational land,' it may affect its ability to be registered.

**FC.44.09.24** With seven votes in favour, two votes against and two members abstaining from voting, it was **RESOLVED** for the Town Clerk to nominate Luxford Field Car Park as an Asset of Community Value.

The Town Clerk also advised that she would like to request that a meeting be called, with the presence of key representatives from each authority to understand the latest position of the Holy Cross school site, and school provision at Ridgewood Farm.

**12.0 TO REVIEW AND ADOPT:  
(i) The final draft of the Scheme of Delegation**

**FC.45.09.24** Members **RESOLVED** to approve and adopt the final version of the Scheme of Delegation.

**(ii) Revised Standing Orders**

Members noted that some of the language needed updating to read 'they' instead of the dated legal terminology 'he.'

The Town Mayor thought it was strange that there wasn't an automatic seat or additional place at Personnel Sub-Committee, particularly when the Chair of Full Council and Chair of General Purposes appraised the Town Clerk. Staffing was integral to the working of the council and the Town Mayor needed to remain updated.

Councillor Ward wondered if the Town Mayor (Chair of Full Council) should be ex officio on all committees. It wasn't thought this was necessary as they shouldn't be involved in everything, but should trust both elected members and officers to undertake decision-making on behalf of the Town Council. This request was specifically relating to Personnel Sub-Committee.

**FC.46.09.24** Subject to the above proposed change in language and additional seat of the Town Mayor on Personnel Sub-Committee if they hadn't previously been selected through the committee appointment process, members **RESOLVED** to approve and adopt the revised Standing Orders in order to align with the Scheme of Delegation and Financial Regulations.

**(iii) Revised Financial Regulations**

In reviewing the amendments, members noted a couple of changes that needed clarifying:

Para. 7.1 – stated that the Town Council banked with NatWest, but the Town Council also used other banks. Members felt that we shouldn't specify any bank, and just remove that part of the sentence.

Para. 7.10 – referred to a £1,000 paying-in limit to the Post Office. It was explained that this was the limit set by the Post Office, but this hadn't been maintained. It was therefore suggested that this sentence be removed.

It was also suggested that the narrative from 8 March was not necessary, and this should be removed.

**FC.47.09.24** With the changes proposed above by members, and tracked changes of officers, members **RESOLVED** to approve and adopt the revised Financial Regulations.

**13.0 TO REVIEW AND ADOPT THE MAYOR AND DEPUTY MAYORAL POLICIES**

The Town Mayor wished to update the Town Mayor's Policy to reveal the different ways in which the Mayor's allowance could be spent, to reflect the type of invitations and engagements both her and the Deputy Mayor were being invited to, and to clarify how Mayoral allowances or further member expenses should be used.

**FC.48.09.24** Members **RESOLVED** to approve the addition of the 'organisation of fundraising events' and to leave it to the Mayor's Discretion to decide whether they wished to attend and/or fund a ticket for an event. Members agreed that covering the cost of tickets for events, should not be a prohibitive issue to those taking on the role.

**14.0 TO PROVIDE FEEDBACK ON:**

**(i) Bus services in Uckfield for the Bus Service Improvement Plan (ESCC)**

The Town Clerk advised that East Sussex CC were seeking input on current bus services for their Bus Service Improvement Plan. The Town Clerk advised that unfortunately the Saturday 262 bus service was going to cease service at the end of October 2024. She had also provided feedback to ESCC following feedback from the League of Friends of Uckfield Hospital, relating to the 248/249 service.

Councillor Bennett, stated once again, that when a service is pulled, it should be questioned whether the service had been promoted adequately enough.

Councillor Love wanted a question to be raised, to understand how ESCC proposed to include new developments in their improvement plan.

**(ii) Potential ideas for the New Town Action Group to pursue funding via a grant application**

The New Town Action Group suggested a bench, but the Town Clerk was concerned with the location possibly attracting potential anti-social behaviour. The Town Clerk also wanted to look at the potential use of grant funding more broadly, rather than the placement of another bench.

Councillor Bennett, agreed that where the steps came down from Selby Rise on the bend by Harcourt Road and New Place, might be suitable place for a bench due to the steepness.

Councillor Reed, referred to the Sheffield Park garden and the sculptures that were benches. It showed amazing creativity and benefited people's health and well-being.

Councillor Love referred to the parking area, near Selby Rise, which might be owned by Wealden District Council. This could benefit from improvements – perhaps a bench and planting.

Councillor French thought it was a shame that people had to stop doing something, due to anti-social behaviour and vandalism. Perhaps a bench could be attached to the wall, and if it became a big problem, it be removed.

The Town Clerk would welcome feedback from members, and in particular those two members who lived in New Town who were not present that evening.

**(iii) ideas for projects for the Uckfield & East Grinstead railway line/stations**

Councillor French wondered if a local art group (Victoria Arts) could be approached to exhibit their pieces.

Councillor Macve also noted that the Uckfield Parishes Railway lines committee had also suggested having a historical picture record of the town on display (of the railway area). Uckfield Heritage would be able to assist with this.

Councillor Bennett spoke of a previous Station Gala many years ago, with stalls and partner agencies. It was timed with a specific train arrival. Councillor Reed stated that Derek Haywood, had been updating records, from a local Facebook group.

Community safety matters such as county lines were also of concern. This was raised by Councillor Manvell.

**15.0 TO CONSIDER THE RE-LOCATION OF A SUBSTATION IN SHEPHERD'S WAY**

Members were presented with a report which advised that UKPN wished to re-locate an existing substation to another location on Town Council land adjacent to Shepherd's Way. The Town Clerk advised that the Grounds team were

concerned about the impact this could have on the tree root structures in this location.

**FC.49.09.24** Members **RESOLVED** to request that a meeting be arranged onsite with UKPN, to understand what difficulties they were experiencing with the current location and what would be involved with any movement.

## 16.0 TO CONSIDER SETTING UP A WORKING GROUP TO ESTABLISH A HERITAGE PLAQUE PROJECT

Members were asked to consider the delivery of this project which had been detailed within the Town Council's Strategic Plan for some years.

Members were asked to select from the following options:

### 2.3 Options:

A	Prepare for entering the Historic England scheme in Spring 2025. (i) select number of members to meet with the Marketing Officer and lead a comms campaign to inform the public and Uckfield Heritage through the winter months; (ii) these members will be required to review suggestions from the public and select one or two for entry into the Historic England scheme in April 2025;
B	Prepare our own localised scheme for delivery with perhaps an annual invitation for nominations; Similar actions (i) and (ii) to the above but work to our timescales, and our own programme of noting people or properties of importance within the town.
C	Run a public campaign during the launch of the Spring 2025 Historic England scheme, to encourage those interested to make their own nominations direct.
D	Remove the priority from the Strategic Plan for 2025-30.

**FC.50.09.24** Members **RESOLVED** to select Option B, and prepare a localised scheme for Uckfield, with the following members appointed to join a member-led working group (Councillors D. Bennett, D. French, J. Love and B. Reed).

## 17.0 TO NOTE THE MAYOR'S ENGAGEMENTS

Members noted the report.

## 18.0 SIGNING OF GRAVE CERTIFICATES AND TO NOTE TRANSFERS OF DEEDS OF GRANT

Four deed of grants had been received:

Mr John Millward and Mrs Katherine Millward

Linda Frances Delamain

Derek Keenan

Becky Zabaleta

**FC.51.09.24** It was **RESOLVED** for three councillors to sign the above deeds of grant.

## 19.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED

None received.

## 20.0 TOWN CLERK'S ANNOUNCEMENTS

The Town Clerk reminded members of the large workload that staff were currently managing. Staff always went above and beyond to assist residents with enquiries, even those not within the remit of the Town Council. However a firmer line needed to be given similar to partner agencies. The Town Clerk asked that throughout the budget setting process, members considered what the Town Council had to deliver and what was of importance, alongside projects that were fantastic and lovely initiatives for the community but of less urgency and

importance. At present, the Town Council had a number of projects in the pipeline to refurbish buildings within the Town Council's asset portfolio and better invest in open spaces.

## **21.0 CHAIRMAN'S ANNOUNCEMENTS**

The Town Mayor, Councillor Bedwell, advised that she was planning to host a Mayor's Charity Ball, on Saturday 26 April 2025.

The Town Mayor also wished to thank the Uckfield Bonfire & Carnival Society for an amazing event. She knew the hard work involved in preparing and running the event, and again on behalf of the town wished to pass on a big thank you.

## **22.0 CONFIDENTIAL BUSINESS**

### **FC.52.09.24**

It was **RESOLVED** that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw.

22.1 To sign the three year contract agreement for the Town Centre's CCTV servicing and maintenance (commercially sensitive)

### **FC.53.09.24**

It was **RESOLVED** for two members to sign the agreement on behalf of the Town Council.

22.2 To sign and seal the Information Sharing Agreement with Sussex Police for the Town Centre CCTV Programme (contains sensitive information)

### **FC.54.09.24**

It was **RESOLVED** for Councillors J. Love and D. Ward to sign the agreement on behalf of the Town Council, subject to reviewing the necessary information and response from the Town Council's Solicitor.

The meeting closed at 8.58pm.