

**HAYWARDS HEATH TOWN COUNCIL**  
**MEETING OF HAYWARDS HEATH TOWN COUNCIL**  
**Minutes of the meeting held on Monday 8<sup>th</sup> April 2024**

**Councillors:** Abdul Bashar  
Nick Chapman  
Anne-Marie Cooke  
Rachel Cromie  
Sandy Ellis  
Stephanie Inglesfield  
Barbara King  
Anne-Marie Lucraft  
Paul Lucraft  
Allan Murray  
Deanna Nicholson  
Alison Rees  
Duncan Pascoe  
Anthony Platts  
Sinead Walsh  
Leila Wilson \*\*

**Apologies\*\* Absent\***

**Also present:** Town Clerk, Committee Clerk and Ruth Rabet from the Hidden Disabilities (Sunflower) Initiative.  
Cllr S Wickremaratchi was also in attendance.

Before the meeting commenced Members received a presentation on the works of the Hidden Disabilities (Sunflower) Scheme.

Mrs Rabet gave an overview of the initiative and said how delighted she was that the Town Council were supporting the initiative.

She explained the initiative was set up in 2016 and that the sunflower was optional to wear. The Sunflower is now in 50 countries, with 5.6 million lanyards in use. There are currently 1 billion people worldwide with hidden disabilities.

Window stickers are available to show that staff are sunflower trained and support the initiative. Sitting alongside the sunflower lanyards are white lanyards which can be worn to show support.

Members thanked Mrs Rabet for her attendance and agreed that the Town Council look forward to working with the organisation in the future.

**77.Moment of Reflection**

The Town Mayor lead Members in a moment of reflection before the meeting commenced.

**78.Apologies**

The following apologies were noted:

<b>Member</b>	<b>Reason for Absence</b>
Cllr L Wilson	Personal Commitment

**79.Public Forum**

There were no members of the public in attendance.

**69.Minutes**

The Minutes of the Full Council Meeting of the Council held on 29<sup>th</sup> January 2024, were taken as read, confirmed as true and duly signed by the Mayor.

**Cllr Bashar left the meeting 07.47pm**

**80.Declarations of Interest.**

Cllr Cromie declared an interest in Item 11 as she is a director of the Bentswood Hub CIC.

**81.To Dispose of any Business Outstanding from the Last Meeting.**

There was no outstanding business.

**82.Mayor's Engagements and Announcements.**

The Town Mayor Cllr Inglesfield presented her list of engagements which were noted by the Council.

She thanked the Deputy Mayor for attending a community event at Howdens Insurance and supporting the Royal Voluntary Service at the Orchards Shopping Centre. The Deputy Mayor along with the Clerk attended the Haywards Heath Business Association event.

Some highlights from the engagements were attending the Mid Sussex Older Peoples Organisations Tea party and the Dame Vera Lynn Childrens Charity in Cuckfield where the Mayor met the staff and families, learning more about the charities work.

The Mayor was fascinated by the Adelphi Group of Company's 'Let's Go Net Zero' noting how genuinely committed to the cause they were.

The Mayor thanked all for attending the recent 'Back to the 80's' charity event. She thanked all who helped and volunteered on the night with special thanks to the Town Clerk and the Mayors PA. The event raised £3500 for the Mayors chosen charity 'Time for Children'.

**Cllr Bashar returned to the meeting at 07.52pm**

**83.To receive resolutions of the following Committees:**

- (i) **Planning Committee - MINS. 110-138**  
The resolutions of the Planning Committees held on 12th February 2024 - Minutes 110-120, Planning Committee held on 4th March 2024 - Minutes 121-129, and Planning Committee held on 25th March 2024 - Minutes 130-138. were noted without discussion by the council.
- (ii) **Environment & General Purposes Committee - MINS. 51-63**  
The resolutions of the Environment & General Purposes Committee, held on 26th February 2024 - Minutes 51-63. were noted without discussion by the Council.
- (iii) **Policy & Finance Committee- MINS. 63-77**  
The resolutions of the Policy & Finance Committee, held on 18th March 2024 - Minutes 63-77 were noted without discussion by the Council.

**84.To consider the review of the Town Councils Equality and Diversity Policy**

Cllr AM Lucraft said that the Policy should be taken first to the Policy and Finance Committee for discussion before consideration at Full Council. Cllr Ellis agreed with this statement.

Members **RESOLVED** to defer review of the Equality and Diversity Policy to the next Policy and Finance Committee Meeting.

**85. To consider a funding request from Haywards Heath Business Association**

The Town Clerk referred to his report. Members were asked to consider a request for £1200 towards the set-up costs of a customer relations management system. The Clerk advised that although this request would usually go to the Policy and Finance Committee for approval the HHBA were working to a tight timescale.

Cllr P Lucraft said he would like to support the approval of funds, saying the Business Association did good work reaching out to the Haywards Heath Community, he thought the request was in line with the Town Councils Grants Criteria.

Cllr Ellis also agreed to support the request and asked if members could receive an update from members with statutory observer roles on the HHBA.

Cllr Nicholson asked if it was usual for the Town Council to support businesses and asked what the benefits were for residents.

Cllr P Lucraft explained that the HHBA provide helpful community input and are trying to bring more investment and jobs into the area.

Cllr King asked about the governance of the HHBA, the Town Clerk explained that he and Cllrs Bashar and P Lucraft sit on the panel in statutory observer roles regularly attending meetings. A service level agreement would be put in place if funding is approved.

Cllr AM Lucraft thought that this may be a good opportunity to promote the Hidden Disabilities (Sunflower) Initiative.

After consideration:

Members unanimously **RESOLVED to award £1000 to be taken from the grants budget.**

**86. To consider the adoption of a Town Council Social Media Policy.**

Without comment.

Members **RESOLVED** to review the new Social Media Policy at the next Policy and Finance Committee meeting.

**87. To consider and note the recent increase in the National Minimum and Living Wage.**

Members NOTED the report.

**88. To consider any urgent items, the Mayor has received.**

The Mayor Congratulated the Deputy Mayor on his recent marriage.

The Clerk reminded members about the Annual Town Meeting on the 29<sup>th</sup> of April commencing at 7.30pm.

Meeting Closed at 08.20PM