

HAYWARDS HEATH TOWN COUNCIL
MEETING OF HAYWARDS HEATH TOWN COUNCIL
Minutes of the meeting held on Monday 25th September 2023

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

Apologies Absent***

Also present: There were ten members of the public in attendance.

37. Moment of Reflection

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

38. Apologies

None.

39. Public Forum

None.

40. Minutes

The Minutes of the Annual Meeting of the Council held on 24th July 2023, were taken as read, confirmed as true and duly signed by the Mayor with the following comments made;

- 1) That the minutes be amended to clarify if it was Cllr P Lucraft or Cllr AM Lucraft making representation as the minutes only referred to Cllr Lucraft.
- 2) That under minute 34 resolution that it was Cllr AM Cooke as the surname had been omitted.

41. Declarations of Interest.

None.

42. To Dispose of any Business Outstanding from the Last Meeting.

It was noted that the Green Paper had been published along with some public relations. In addition, the appointments had been amended and the Bentswood Hub and Scrase Valley group had been informed.

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

The Town Mayor Cllr Inglesfield presented her list of engagements which were noted by the Council. Cllr Pascoe, Deputy Mayor was thanked for supporting the Mayor and was invited to make comment on his attendance at Mayoral engagements. Cllr Pascoe praised the Foodbank's Teddy's Bears Picnic, supported by the Town Council, and hoped it would happen again next year. Attendance at the Bishop of Chichester's event for local groups and charity leaders where it was nice to meet groups and other Civic leaders.

Cllr Inglesfield then made special mention of the following;

- The Mayor reiterated that visit to the Bishop of Chichester was a wonderful event.
- The opening of Rotary Rocks in The Orchards with special mention of eight hours of entertainment provided by the Rotary Club.
- Attendance at the Goldbridge Summer Fete, as part of Care Home Week, where it was lovely to meet with the residents, their families and the employees who made time to attend on their days off
- With regards to Town Day special thanks were conveyed to the Events and Community Officer, Town Hall staff and Councillors who attended and helped on the day. It was deemed to be the best Town Day ever, which was amazing as all other Town Days had been excellent.
- Hosting of the Twinning event for Oathall Community College programme alongside Cllr Wilson and Irene Balls from Haywards Heath Twinning Association. Nineteen students from Traustein were hosted at the Town Hall. Lots of questions were asked about Haywards Heath, what the Mayor does in the Town, then lots of personal questions. The young people were very engaged and eager to learn with a good grasp of the English language.
- A visit to Chichester to see the UK Harvest operation. The organisation rescues food for redistribution to charities such as the Bentswood Hub and Foodbank.
- A visit to the Town Hall to see the Arts exhibition organised by the Haywards Heath Arts CIC.
- Support for the commemoration of the Battle of Britain at the War Memorial with around 200 cadets in attendance. It was noted that the event was moving and poignant.

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

- (i) **Planning Committee - MINS. 34 - 41**
The resolutions of the Planning Committees, dated 7th August 2023 - **Mins 34 – 41**, 29th August 2023 - **Mins 42 – 49**, and 18th September 2023 - **Mins 50 – 58** were noted without discussion by the Council.
- (ii) **Environment & General Purposes Committee - MINS. 14 - 26**
The resolutions of the Environment & General Purposes Committee, dated 4th September 2023 - **Mins 14 – 26** were noted without discussion by the Council.
- (iii) **Policy & Finance Committee**
The resolutions of the Policy & Finance Committee, dated 11th September 2023 - **Mins 15 – 28** were noted without discussion by the Council.

Cllr AM Lucraft asked under the grant to the Haywards Heath Guide if the extra money had been earmarked. The Town Clerk responded by saying that the Events and Community Officer was dealing with the matter and he would get an update on her return from annual leave.

45. Safeguarding Policy for Haywards Heath Town Council

In presenting the report it was asked if the policy was a template policy as it was a substantial document. The Town Clerk said this was correct and was a best practice policy that had been shared on the larger Town Council's network and had been adapted to meet the Town Council's needs by the Events and Community Officer. It was acknowledged by the Town Clerk that the policy had been missing in the past, as where the Town Council does not directly provide services to young and vulnerable people, officers and Councillors do come into contact with such people at Town Council events and reception at the Town Hall. It was noted that the Town Council has the Thumbs Up campaign and is designated on the Safer Places register. Members welcomed the introduction of the policy and it was asked if the Councillors were to be DBS checked also. This was confirmed and Cllr Ellis stated that she wished to pay for her own check or donate the same amount to the Mayor's charity, which was welcomed. The Town Clerk confirmed that the training will be organised over the coming months. It was noted that there was the option to enter into the DBS update service at £13 per annum to keep records current and updated. It was agreed that this would be looked into when the Events and Community Officer coordinator set up the training and checking process. With noting of an amendment to change the word implemented to implicated on page 17 of the policy,

Members **RESOLVED** to adopt the **Safeguarding Policy**.

46. To consider any urgent items, the Mayor has received.

It was noted that Mrs Margaret Sabin former Mayor's consort to John Sabin and who was known for her voluntary work in the Town had sadly passed away. Members conveyed their condolences to John Sabin and his family. It was noted that the Town Clerk had sent a letter in the name of the Mayor on behalf of the Town Council.

Meeting Closed at 7.55pm