

**HAYWARDS HEATH TOWN COUNCIL
ANNUAL MEETING OF HAYWARDS HEATH TOWN COUNCIL**

Minutes of the meeting held on Monday 16th May 2016

Councillors: Christopher Ash-Edwards
Jonathan Ash-Edwards
Anne Boutrup
Rod Clarke**
David Dorking
Sandy Ellis
Julie Hayden
Stephen Hillier
Jacqui Hollister**
Matthew Jeffers
James Knight
Clive Laband
Alastair McPherson
Howard Muddin
Mike Pulfer
Sujan Wickremaratchi

Apologies Absent***

Also present: Mrs N Wickremaratchi, Mr A Wickremaratchi, Mr C Gunasekera, Mr M and Mrs L Bright, Mrs I Balls, Mr R Goddard and Ms K Wilmore and Mr and Mrs Flynn and Mr J Flynn (part of meeting).

Before the meeting commenced Mr J Flynn made a presentation to the Council about himself, living with autism and asked if the Town Council, in due course, would be willing to offer him some work experience.

1. Council Prayer

Members stood for the Council prayer, which was read by the incumbent Town Mayor Cllr Sujan Wickremaratchi.

2. Election of Town Mayor for 2016/2017

There was one nomination for Town Mayor, which was duly seconded and without challenge;

Cllr Sujan Wickremaratchi

Cllr Sujan Wickremaratchi was the duly declared Town Mayor for the Council year 2016/17. Cllr Wickremaratchi made his declaration of acceptance of office stated that it was a great honour and a privilege to be voted Town Mayor for a second year. Cllr Wickremaratchi stated that he had a lot to update on, which he intended to do under Mayor's Engagements and Announcements later on the agenda.

3. Apologies

Cllr R. Clarke – Personal Commitment
Cllr J. Hollister – No reason given

4. Public Forum

No pre-prescribed questions were presented to the Clerk. However, Mr Goddard did point out that the presentation made by Jamie Flynn asked for this to be considered

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for work experience. The Mayor stated that the question had not been notified to the Council, but the Clerk interjected by saying that discussion was ongoing with Jamie and his parents.

5. Appointment of Deputy Town Mayor for 2016/2017

There was one nomination for Deputy Town Mayor, which was duly seconded and without challenge;

Cllr James Knight

Cllr James Knight was duly declared Deputy Town Mayor for the Council year 2016/17. Cllr Knight made his declaration of acceptance of office.

6. Appointment of the Leader of the Council for 2016/2017

There was one nomination for the Leader of the Council, which was duly seconded and without challenge;

Cllr Michael Pulfer

Cllr Michael Pulfer was duly declared as the Leader of the Council for the year 2016/17.

7. Appointment of the Deputy Leader of the Council for 2016/2017

There was one nomination for Deputy Leader of the Council, which was duly seconded and without challenge;

Cllr David Dorking

Cllr David Dorking was duly declared as the Deputy Leader of the Council for the year 2016/17.

8. Committee membership for the 2016/2017

The following names were put forward and agreed for the Committee membership for the Council year 2016/17

(i) Policy & Finance Committee

J. Ash-Edwards
C. Ash-Edwards
A. Boutrup
D. Dorking
S. Hillier
C. Laband
M. Pulfer
S. Wickremaratchi

(ii) Environment & General Purposes Committee

R. Clarke
S. Ellis
J. Hayden
J. Hollister
M. Jeffers
J. Knight
H. Mundin

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- (iii) Planning Committee
 - R. Clarke
 - D. Dorking
 - S. Ellis
 - C. Laband
 - A. McPherson
 - H. Munding
 - M. Pulfer
 - S. Wickremaratchi

9. To confirm appointments of Committee Chairmen and Vice Chairmen for the Council year 2016/2017.

It was **RESOLVED** that the following Members were appointed as Committee Chairman and Vice Chairman for the Council year 2016/17. None of the posts were contested.

- (i) **Policy & Finance Committee**
Chairman: J. Ash-Edwards
Vice Chairman: C. Laband
- (ii) **Environment & General Purposes Committee**
Chairman: M. Jeffers
Vice Chairman: S. Ellis
- (iii) **Planning Committee**
Chairman: D. Dorking
Vice Chairman: M. Pulfer

10. Membership of the Sub Committees/Working Groups:

It was **RESOLVED** that the following Members would serve on the following Sub Committee working groups for the Council year 2016/17.

- (i) Haywards Heath in Bloom
S. Ellis
- (ii) Editorial/Media/Website Working Party
A. Boutrup, S. Ellis, D. Dorking, S. Wickremaratchi
- (iii) Planning Working Group
D. Dorking, H. Munding, M. Pulfer, S. Hillier, A. McPherson, C. Laband
- (iv) Staff Working Party
S. Wickremaratchi, J. Ash-Edwards, S. Ellis and M. Pulfer
- (v) Chairman's Working Party
S. Wickremaratchi, J. Ash-Edwards, D. Dorking, M. Jeffers and M. Pulfer
- (vi) Parking, Roads and Town Environment
D. Dorking, M. Pulfer, J. Ash-Edwards, C. Laband, S. Hillier
- (vii) Transport Partnership
M. Pulfer and R. Clarke

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11. To confirm Council representatives on the following outside bodies:

It was **RESOLVED** that the following Members would be the representatives on the following outside bodies. None of the posts were contested.

- (i) Citizens Advice Bureau
H. Munding
- (ii) Mid Sussex Association of Local Councils
D. Dorking
- (iii) Mid Sussex Association of Town Councils
J. Ash-Edwards, M. Pulfer, C. Laband and R. Clarke
- (iv) Haywards Heath Twinning Association
D. Dorking
- (v) Blunts/Paiges Meadow Reserve
M. Jeffers and R. Clarke
- (vi) Scrase Valley Reserve
S. Hillier and J. Hayden
- (vii) Ashenground and Bolnore Woods Steering Group
A. Boutrup and A. McPherson
- (viii) Horsham and Mid Sussex Voluntary Action (HAMSVVA)
Now delegated to a representative of the Mid Sussex Association of Town Councils
- (ix) Haywards Heath Community Partnership (Observer Role Only)
R. Clarke
- (x) Haywards Heath Sports Forum
S. Hillier, R. Clarke and M. Jeffers
- (xi) Gatwick Liaison Group
M. Pulfer
- (xii) Woodside Pavilion Management Committee
M. Jeffers
- (xiii) Haywards Heath and District Business Association
S. Hillier
- (xiv) Haywards Heath Town Team
C. Laband
- (xv) Northern Arc Liaison Group
M. Pulfer

12. Declarations of Interest.

Cllr J. Ash-Edwards declared a personal interest in item 20 as the co-signatory with the Chairman of the Sussex Learning Trust. It was noted that Cllr J. Ash-Edwards would withdraw from the table during debate, but would answer any questions raised by the Council. The Clerk also stated that if Members wished Cllr J. Ash-Edwards would leave the Chamber.

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Cllr S. Hillier – declared a personal interest in item 20 as Cabinet Member for Children Start of Life and Lead Member for Children at West Sussex County Council
Cllr S. Wickremaratchi – declared a personal interest in item 20 as a Member of the Children and Young Persons Select Committee at West Sussex County Council

13. Minutes

The Minutes of the Meeting of the Council held on 14th March 2016, without comment, were taken as read, confirmed as true and duly signed by the Mayor.

14. Matters Arising

None

15. Mayor's Engagements and Announcements.

Cllr Wickremaratchi stated that it had been a fantastic and rewarding year being Town Mayor and felt honoured and privileged to serve the people of Haywards Heath.

He took the opportunity to thank his fellow councillors, members of the public and Town Council staff for the fantastic support given to him over the last Council year and committed to do his very best for Haywards Heath over the next year as Mayor. Cllr Wickremaratchi, most importantly of all, thanked his wife Nadeeka and his children Ashen and Roshana for the invaluable support given to him.

It was felt that to be a successful Mayor and ambassador for your town you need to dedicate a considerable amount of time and effort, be able to attend and support all community based organisations as fairly and evenly as possible and he hoped that his list of Mayoral engagements showed he had tried his best throughout the year. Cllr Wickremaratchi then reflected on some of his events over the year and outlined some of the groups he had met;

- Mid Sussex Older Peoples Council - organized and supported by Katy Bourne Sussex Police and Crimes Commissioner. A fantastic organisation that will help to keep our elderly citizens safe in Sussex.
- Mayors against drugs campaign - supported by himself and the Mayors of Burgess Hill, East Grinstead, Crawley and Croydon organized by Saint Hill Manor. It was felt that 'The Truth about drugs campaign' needed the support of all Councillors who must take a leading role in attempts to reduce drug abuse.
- The Twinning Association who hosted a Bavarian dinner at the Town Hall, which was well organised and attended. There was traditional Bavarian music and dancing by three young men from Traunstien all wearing Lederhosen. a traditional short leather outfit.
- The opening of The Entertainer Toy Shop in The Orchards - The Entertainer is a fantastic welcome to our shopping centre which echoed the great work that Nicola Bird at The Orchards Shopping centre is undertaking.
- The Haywards Heath leg of the Mid Sussex Marathon yet again was a success with over 500 runners including our very own Cllr Matt Jeffers.
- The annual spring festival organised by the Haywards Heath Town Council was well attended with charitable organisations being able to raise much needed funds.
- The button art project was a great success, which saw art work using buttons produce a number canvasses depicting a spring tree them. The art work was produced by local care homes, members of the Disability Trust, Kangaroos, and residential homes. The initiative was organised by the South East in Bloom Committee under the leadership of Cllr Sandy Ellis. Cllr Wickremaratchi thanked Cllr Ellis on behalf of the Town Council for her efforts.
- Finally, Cllr Wickremaratchi, updated on his, and the Town Clerk's 40 mile tandem and triplet bike ride for his Mayoral charity 4Sight the day before the meeting of the Council. The odds of him completing the ride were very slim after only undertaking one days training. His son was convinced that he was

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unfit and past his sell by date and would not complete the ride, and some at 4Sight had bets that he would only do the Haywards Heath stretch. Cllr Wickremaratchi proved all doubters wrong and completed the whole 40 mile route even though it was torture in certain places, on a triplet bike with Nik Demetratis and the Pilot, whilst the Clerk was on a Tandem. The Clerk at this point said that he was of the same opinion as Cllr Wickremaratchi's son prior to the ride, but stated it was a monumental effort by the Mayor to complete the ride.

Turning to Mr Flynn's presentation Cllr Wickremaratchi fully supported giving opportunities to the Town's younger generation who have learning disabilities and believed that as a Town Council we should lead by example and grant work experience for at least 1-2 hours a week. It was felt that in his role as a County Councillor and member of the Children and Young People's Select Committee, children with learning disabilities must be given equal opportunities.

Members were then informed that the Mayoral charity this year will be Sussex Autism Support- chaired by Katarina Wilmore - 7 years ago he helped Katrina start this up and the group now has around 200 registered families. As always he thanked all volunteers and voluntary groups for their invaluable support to our community. Katarina Wilmore made a short statement and thanked the Council for its support

Finally, Cllr Wickremaratchi wished Cllr Stephen Hillier the very best in his new role as Cabinet Member for Children, Start of life and Lead Member for Children's Services at WSCC. As the very first Haywards Heath Town Councillor in Haywards to be appointed Cllr Hillier was wished success for the future in this very important position.

16. To receive and consider adoption of the Minutes of the following Committees:

- (i) **Planning Committee - MINS. 123 - 130**
The reception and adoption of the resolutions of the Planning Committees, dated 4th April 2016 - **Mins 123 – 130**, 18th April 2016 - **Mins 131 – 138** and 9th May 2016 – **Mins 139 – 146** were moved, seconded and agreed without discussion by Council.
- (ii) **Environment & General Purposes Committee – MINS 58 - 69.**
The reception and adoption of the resolutions of the Policy and Finance Committee 21st March 2016 **Mins 58 - 69** were moved, seconded and agreed by Council.
- (ii) **Policy & Finance Committee - MINS. 61 - 72**
The reception and adoption of the resolutions of the Policy and Finance Committee 11th April 2016 **Mins 61 - 72** were moved, seconded and agreed by Council.

17. Standing Orders and Financial Regulations Annual Review.

Members noted the report of the Clerk and without comment.

Members **RESOLVED** to;

Adopt the Town Council Standing Orders and Financial Regulations as presented.

18. Code of Conduct

Members noted the report of the Clerk and without comment.

Members **RESOLVED** to;

Adopt the Councillor Code of Conduct as presented.

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19. Outside Bodies

Under this item Members were asked to briefly update on their attendance at third party meetings.

Cllr Laband updated on the Town Team: The main focus was on the 175th Anniversary with plans coming along well. It was stated that a celebrity guest would be opening the event. A full Town Team meeting was planned for the 2nd June 2016.

Cllr Hillier updated on the Haywards Heath and District Business Association: It was noted that the Committee remained the same with Maureen Scholefield as Chairman with a very strong Membership. The Association's main concern was that there was a shortage of small business units in the Town.

Cllr Ellis mentioned the Button Art competition tea party held at the Town Hall the day before the meeting. It acknowledged that the who project and the tea party had been a great success and thanks were given to Alice Hobbs and Helen Hewett for all their help leading up to and on the day. Cllr Dorking echoed the thanks siting Mrs Hewett's excellent efforts in organising the refreshments and tea on the day.

Cllr Boutrup informed Members that the next meeting of the Ashenground and Bolnore Woods Steering Group was to be held the following Wednesday.

Cllr Hillier asked the Clerk to find out from Mid Sussex District Council why there had not been a meeting of the Scrase Valley Reserve working group recently.

The Clerk updated that the Mid Sussex Association of Local Councils' last meeting focused on the future of Highways Agreements with West Sussex County Council and Neighbourhood Planning. The next meeting was in July, date to be confirmed. The Clerk also stated that he had attended the Mid Sussex District Council Northern Arc Liaison Group chaired by Cllr Garry Wall. It was noted that Mid Sussex District Council was focusing their attention on the project and had employed a designated member of staff to the project, and would be engaging with consultants to help progress the matter. Furthermore, a youtube video was available to undertake a virtual tour of the proposed Burgess Hill Town Centre, which will not commence development until 2018.

Members **NOTED** the updates;

20. Future Provision of 6th Form Education in Mid Sussex

Members felt that it was imperative to support the retention of this kind of education in the Town in line with the future planning work that the Town Council was striving to achieve through its Neighbourhood Plan, and other strands of work with education underpinning the future of the Town. It was felt educational courses were needed to allow businesses to grow and to use local students. It was also noted that there was great concern amongst residents about the future of ongoing education in the Town. During debate it was noted that the Clerk and Leader were meeting with the CEO of Central Sussex College the following Tuesday and would be able to report back via the Clerk's update. The Clerk stated that from what he had heard from Councillors they were all supportive of all the statements made in the consultation. For good order, each of the statements was read out so to offer Members the opportunity to make a final comment. Members made no further comment so it was unanimously agreed to reply positively to the consultation. It was then suggested that a response supporting the statements made in the consultation be sent by the Clerk in liaison with Cllr Pulfer as Leader of the Council and Cllr J. Ash-Edwards. It was felt that it would be difficult for Cllr J. Ash-Edwards to write to himself as a co-signatory of the consultation so;

Members **RESOLVED** that;

That the Clerk write a response to the consultation in liaison with the Leader of the Council.

21. To consider any urgent items, the Mayor has received under S.O 11.

None

Meeting Closed at 8.34pm

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