

## **EAST GRINSTEAD TOWN COUNCIL**

Council Offices, East Court. College Lane, East Grinstead, RH19 3LT.  
Tel: (01342) 323636, [www.eastgrinstead.gov.uk](http://www.eastgrinstead.gov.uk)

30th December 2021

A meeting of the **EAST GRINSTEAD TOWN COUNCIL** is to be held in the **MERIDIAN HALL** at **EAST COURT** on **MONDAY 10<sup>th</sup> JANUARY 2022** at **7pm**.

The Public are welcome to attend the meeting but due to the pandemic numbers allowed in the hall are restricted and **pre booking is essential**. The meeting will also be broadcast via Zoom (members of the public attending in person or via zoom with their camera switched on, are deemed to have accepted that their image may be broadcast).

Register to attend in person or to be sent the Zoom link by emailing [townclerk@eastgrinstead.gov.uk](mailto:townclerk@eastgrinstead.gov.uk) before noon on the day of the meeting.

*If you attend the physical meeting please note that you will be required to wear your mask to enter and leave the building (unless you are exempt) but while seated you may remove your mask. In order to remove masks the meridian hall must be ventilated (doors will be left open) so please dress accordingly.*

J W Holden,  
Town Clerk.

### AGENDA

- 1 **Public Question Time.** The public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.
- 2 To commence not later than 7.30 p.m. - Apologies for absence.
- 3 To confirm the Minutes of the Town Council Meeting held on 4<sup>th</sup> October 2021
- 4 To receive any Declarations of Personal, or Pecuniary Interest.
- 5 Town Mayor's Announcements (Including presentation of cheques to the Youth Sports Grant recipients).
- 6 To receive such communications as the Leader of the Council may desire to lay before the Council.
- 7 To dispose of any business outstanding from the last meeting.

8 Political Balance on Committees: To Suspend Standing Order 26C

Standing Order 26c requires a political balance on the Committees following the resignation of Cllr Mrs Mockford from the National Conservative Party, the current balance is 17/2 which allows the majority group to hold 89% of the 28 committee seats available. The minority group are entitled to 11%, which equals 3 seats across the Committees, those three seats are currently: 2 on Public Services & 1 on Amenities & Tourism. The Leader of the opposition in discussion with the Leader of the Council has agreed not to require an alteration to the committee make up at this time as the correct number of seats are held, albeit over 2 committees. However in May for the new Civic year the Independent Cllrs will cover three committees. To ensure there can be no challenge as to decisions made by the Council between now and then, it is advised to suspend Standing Order 26C for the remainder of the civic year.

9 Principal Council Update – WSCC

Cllr Dr Ian Gibson (Imberdown Ward) to give an update on his ward and the County Work as a whole.

10 To receive and consider the Minutes of Committees:

	<b>Date</b>	<b>Page Nos</b>	<b>Minute No</b>
(a) Planning	06/10/2021	85-91	102-107
(b) Planning	25/10/2021	92-100	108-114
(c) Planning	15/11/2021	101-108	115-121
(d) Public Services	02/12/2021	109-115	122-134
(e) Planning	06/12/2021	116-121	135-141
(f) Amenities & Tourism	09/12/2021	122-124	142-151
(g) Finance & General Purposes	16/12/2021	125-128	152-169

11 To authorise the sealing of the following documents: -

Grant of Exclusive Right of Burial Numbers: 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248 and 2249.

12 To approve the dates for Council meetings 2022/23

The Finance and General Purposes Committee considered the list of Committee meeting dates at their meeting on 16<sup>th</sup> December. However it is reserved to Council to approve the meetings of the Full Council. The List is attached but the dates are:

Annual Town Council – 9<sup>th</sup> May 2022  
Special Council (for accounts) 23<sup>rd</sup> June 2022  
4<sup>th</sup> July 2022  
3<sup>rd</sup> October 2022  
9<sup>th</sup> January 2023  
30<sup>th</sup> January 2023 (budget and precept)  
3<sup>rd</sup> April 2023

13 To approve the Councils Internal Auditor for 2022/23

While the reports of the audit go to Finance and General Purposes the appointment of the auditor needs Full Council approval annually. The Councils internal auditors are Mark Mulberry and Co and are on a 5 year contract, 2022/3 is year 3.

Council are asked to confirm that Mulberry and Co remain the Councils Auditors for 2022/23

- 14 To review the Standing Orders and Financial Regulations of the Town Council

The Council review these annually against any changes in good practice or anomalies. The Officers have no changes to put forward this year. Council will be asked to confirm the current documents or to propose any changes.

The date of the next meeting of the Town Council is **Monday 31<sup>st</sup> January 2022** for budget and precept setting.

**EAST GRINSTEAD TOWN COUNCIL**  
Diary of Meetings 2022/2023

Date	Day	Meeting
<b>2022</b>		
9th May	M	Annual Town Council
11th May	W	Planning
30th May	M	Planning
9th June	Th	Public Services
16th June	Th	Amenities & Tourism
20th June	M	Planning
23rd June	Th	Finance & General Purposes
23rd June	Th	Special Council
4th July	M	Council
11th July	M	Planning
1st August	M	Planning
22nd August	M	Planning
1st September	Th	Public Services
8th September	Th	Amenities & Tourism
12th September	M	Planning
15th September	Th	Finance & General Purposes
3rd October	M	Council
5th October	W	Planning
24th October	M	Planning
14th November	M	Planning
1st December	Th	Public Services
5th December	M	Planning
8th December	Th	Amenities & Tourism
15th December	Th	Finance & General purposes
<b>2023</b>		
4th January	W	Planning
9th January	M	Council
12th January	Th	Consecutive standing committees for budget
23rd January	M	Planning
30th January	Th	Council (Budget and Precept)
13th February	M	Planning
2nd March	Th	Public Services
6th March	M	Planning
9th March	Th	Amenities & Tourism
16th March	Th	Finance & General Purposes
22nd March	W	Annual Town Meeting
27th March	M	Planning
3rd April	M	Council
17th April	M	Planning

**NOTES:**

- 1) All full Committee and Council meetings are held in the Council Chamber at East Court Mansion or virtually and are open to the public. Meetings commence at 7.00pm with exception of the Special Council meeting on 23<sup>rd</sup> June to approve the annual accounts, which will be held immediately following F&GP Committee. The meeting of 12<sup>th</sup> January will commence at 7.00pm with the Standing Committee meetings following consecutively.
- 2) Council meetings provide a maximum period of 30 minutes for public questions commencing at 7.00pm.
- 3) Committee meetings provide a maximum period of 15 minutes for public questions commencing at 7.00pm.