

**EAST GRINSTEAD TOWN COUNCIL**

**MINUTES OF A SPECIAL MEETING OF THE EAST GRINSTEAD TOWN COUNCIL  
HELD AT EAST COURT MANSION, EAST GRINSTEAD, ON THURSDAY  
1<sup>st</sup> AUGUST 2024 AT 19.00 PM**

Council: Councillor S Ody (Town Mayor)  
Councillor J Belsey (Deputy Town Mayor)\*  
Councillors Barnett\*\*, M Belsey\*, Farren, Gibbs, Gibson\*, Godwin,  
Hughes, Mockford\*, Peacock, Pond\*, Reeves, Scott\*, Visser\* &  
Whittaker

Also Present: Town Clerk

\* = absent

\*\* = observed the meeting via zoom link

38. APOLOGIES FOR ABSENCE:

RESOLVED: To accept the apologies for the below Councillors

Cllr Barnett	Unwell but joined on zoom
Cllr J Belsey	away
Cllr M Belsey	away
Cllr I Gibson	MSDC commitment
Cllr Mockford	unwell
Cllr Pond	Work commitment
Cllr Visser	away

39. TO APPOINT A NEW TOWN CLERK

The Town Mayor introduced the item by advising that a recruitment process having taken place on 30<sup>th</sup> and 31<sup>st</sup> July 2024, had culminated in an offer which has been verbally accepted. Paperwork is now being drawn up for her contract of employment and references checked.

There were 18 applicants. 6 were selected for interview and 2 were called back for second interview. The interviewing panel were: The Town Mayor, The Deputy Town Mayor, Cllrs Barnett, Farren and Mockford. Support was given from the Town Clerk, The Responsible Finance Officer and Mr Trevor Leggo from WSALC (West Sussex Association of Local Councils).

The starting salary has been agreed and circulated to the Council, her start date will be advised to Council as soon as this is determined. The only other item to note is that she will be continuing with year 2 of level 6 of the SLCC Degree in Community Governance. Mrs Heynes is required to work 3 months' notice at her current Council and it is therefore envisaged that she will have a start date early November.

Thanks were given to the recruitment panel for their hard work in sifting the applicants and choosing a new Clerk.

Thanks were also given to the outgoing Clerk, Mrs Holden, for all of her hard work, her legacy and many accomplishments over her tenure. Thanks were also given to her husband Colin, who has supported her at many town events over the years. It was commented that Burgess Hills' gain, was very much East Grinstead's loss.

Mrs Holden thanked the Councillors for their kind words.

The Town Mayor thanked the Councillors and supported the comments, he then added that the recruitment panel had felt that in a strong field, Mrs Heynes was a good East Grinstead fit and had been a stand-out candidate during the process.

**RESOLVED:** To appoint Mrs Samantha Heynes to the role of Town Clerk.

40. TO APPROVE THE CONSULTATION RESPONSE TO MID SUSSEX DC CONCERNING OFF STREET PARKING CHARGES

The Consultation Working Group met on 29<sup>th</sup> July, the Clerk drew up the draft response which is shown below. This has now been approved by the working group members who were present and the draft has been circulated to Councillors and shared on the Council Website.

It was proposed to make the following amendments to the consultation draft

To insert the words "have a detrimental" between "will" and "effect" in the first sentence of paragraph 4

To insert "This charge later in the evening will affect those with parking permits, making their search for a space even more difficult" as a follow on sentence to paragraph 5.

**RESOLVED:** the amendments were approved for inclusion in the draft

**RESOLVED:** That the draft consultation, with the above amendments, be approved for submission before noon on 2<sup>nd</sup> August as per the notice received from Mid Sussex DC.

The Town Mayor advised the next meeting would be Monday 7<sup>th</sup> October at 7pm and the meeting closed at 19.10 pm .

SIGNED:

TOWN MAYOR