

PEVENSEY TOWN TRUST
REGISTERED CHARITY NUMBER 234782
MINUTES 8 JULY 2015 APPROVED & SIGNED 2 SEPTEMBER 2015

Present Mr P Evans (PE), Mrs G Parsons (GP), Mrs B Molog (BM), Mr N Beaney (NB), Mr C Freeman (CF), Mr P Harrison (PH), Mr S Hadland (SH), Mr R Perrin (RP), Mr R Slater (RS)

1. Appointment of Chairperson (PE)

PE opened the meeting. GP Proposed by PE Seconded by PH as Chair. NB objected as this could be regarded as a conflict of interest with the role of Treasurer. Motion passed with 1 against

2. Apologies for absence

Mr Peter Lowton (PL) delayed

3. Approval of minutes 8 July

Minor amendments to the minutes agreed. Minutes signed
All Trustees to agree any items to be published.

4. Signing in new Trustees

GP welcomed the new Trustees. RS and RP signed the agreed form

5. Declaration of financial interest or otherwise

None

6. Main item for the meeting Cattle Market Electric Barrier

PE notes re the Car Park circulated prior to the meeting. PE stated that the car park is currently losing income when tickets are passed onto other car owners, opening and closing of the barriers proving difficult, abuse from car owners. NB also listed the range of excuses used by car owners refusing/reluctant to pay the fee from - the machine does not accept cards, I am only walking my dogs to 'I have no change'. NB also reported that so far last week there had been 26 non payers and income down from last year. The Trustees then raised the following points during a lengthy discussion:-

costs need to be looked at first, useful to look at another organisation that has installed electric barriers, majority of users pay, installation (possibly in the region of £10k) and on-going maintenance costs will not be re-cooped, still have a financial commitment to the Court House, contact English Heritage regarding installation of barriers and there possible contribution to the costs, need to secure the car park when it is closed, long term sustainability of the goodwill of the Trustees who open and close the barriers, income to date £100k since the ticket machine was installed in 2009.

PL arrived during the discussion and apologised.

NB proposed that the Trustees need to take action to avoid losing income from parking fee evaders and to reduce the number of abuse and or violence towards Trustees seeking to secure payment. Seconded PE. 8 agreed 1 against Motion passed.

NB then proposed that the Town Trust establish a representative action committee consisting of 3 Trustees and the Town Clerk, to approach Wealden DC to discuss the best way forward with parking control at the Cattle Market car park. Seconded PE. 7 agreed 2

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against Motion passed. Trustees agreed that the action committee composed of NB, Clerk, SH and PE.

Action BM to contact WDC re appointment to discuss the best way forward with parking control at the Cattle Market car park. NB distributed a proposed plan for the electric barriers.

Action BM to distribute copy of the plan to all Trustees.

7. Treasurers Report (GP)

GP distributed current income and expenditure document.

Currently running costs amount to £6,680.16 per year.

GP thanked by all for the work undertaken.

8. Curators report (PH)

Report from PH previously circulated. PH reported that the Magna Carta weekend had attracted a reasonable number of visitors. But was disappointed by the removal of the poster from Eastbourne Station. Area Manager for the station has since apologised and willing to install posters next year. PH also pointed out that there is a need to advertise the Court House more widely and also the distribution of leaflets via Brochure Connect. Also suggested that the leaflets also need to mention the close proximity of Pevensey Castle.

Action PH to find out costs from Brochure Connect and a larger print run. PH also raised concerns about the shortage of volunteers.

9. Clerks Report - correspondence and matters arising

Clerks report circulated

- Inserting minutes on the Pevensey Court House website
March minutes on the Court House website
- PAT testing update
SH to organise PAT and fire extinguisher testing in the Court House
- Electric fan heater
Details obtained by PE re costs approximately £20.
- Waste Recycling
Bin removed and contract ended. Concerns expressed that there is no bin near/adjacent to the car park.
- Policy on use of public toilets for cars not using the car park
All agreed that users of the toilets do not need to purchase a car park ticket. **Action** BM to contact the complainant
- Pevensey Parish Council request for a £2000 grant towards the cost of Pevensey sign
RS, NB and PL declared an interest in this item. Proposed by PE
Seconded by CF that the Trust donate £2000 towards the cost of the sign once it is installed. 5 agreed 1 against 3 abstentions. Motion passed.
Action BM to inform PPC of the Trust decision.

- (i) Charitable Incorporated Organisation (CIO) update
BM has written to the solicitors asking them to finish this commission by 1 September. Awaiting a response.

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- (ii) Land Registry
PE distributed details of a small strip of land adjacent to that registered by the Trust. All agreed not to register the land.
- (iii) Court House (insurance claim)
BM explained the situation following advice from RS that a meeting is set up with the neighbouring property owners (without prejudice) with a view to installing an alternative drainage system. Proposed GP Seconded PL to set up a meeting with the neighbouring property owners as soon as possible. All agreed. Meeting to consist of Clerk, RS, SH and GP.
Action BM to contact RS
- (iv) PTT website
BM explained that currently the Trust does not have their own website and that a new domain would cost £200.
Action to be raised at the next meeting.
- (v) Request from ROAC for use of the Market Square 15/16 August for a theatre group (insurance covered by the ROAC). All agreed to support this event, **Action** BM to inform ROAC of the decision.
Also asked if the car park could remain open a little longer on the summer months for dog walkers and visitors. All agreed to leave the car park open until 7.30pm during the summer months on a trial basis and to review this in October. **Action** BM to inform ROAC of the decision.
- (vi) Email from resident re signs at the edge of the Market Square.
PL declared an interest. All other Trustees happy with the signs
Action BM to inform resident of the decision.

10. Car Park (NB)

- (i) Car Parking Stickers update (NB)
140 new parking permits issued and appear to be working well.
- (ii) Need to ensure that the newly installed plants are watered regularly
- (iii) SH and NB looked at the damaged posts and agreed to leave any replacement until the winter
- (iv) NB Proposed and Seconded by PE that when the ticket machine is serviced in September a non-transferable sign is inserted on the tickets.
6 agreed 3 against. Motion passed.

11. AOB & Date of next meeting

GP proposed that the Trust donate £100 to St Nicholas Flower Festival. All agreed.
PE reported that the faulty double power socket had been repaired
Next meeting 2 September 7pm Pevensey Volunteer Fire Station
Meeting closed at 9.45pm