

Charity Committee Agenda

Monday, 10 December 2018 at 6.00 pm

Council Chamber, Muriel Matters House, Breeds Place, Hastings, TN34 3UY.
Please enter the building via the Tourist Information Centre entrance.

For further information, please contact Deniz Musa on 01424 451486 or email:
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Agenda Item 3

CHARITY COMMITTEE

25 JUNE 2018

Present: Councillors Beaney (Chair), Rogers, Batsford (Vice-Chair) and May, the Protector

34. APOLOGIES FOR ABSENCE

None.

35. DECLARATIONS OF INTEREST

Councillors made no declarations of interest at this meeting.

36. MINUTES OF PREVIOUS CHARITY COMMITTEE HELD ON 19 MARCH 2018

RESOLVED that the minutes of the Charity Committee meeting held on 19 March 2018 be approved and signed by the Chair as a correct record of the meeting subject to the amendment of Item 30, delete the words 'without burdening artists with community involvement'.

37. SEAFRONT CYCLE HIRE AND DECKCHAIRS – SERVICE REVIEW

The Marketing and Major Projects Manager presented the report of the Assistant Director for Regeneration and Culture on the options for 2018 cycle hire and deck chair provision based at Pelham beach on behalf of the Foreshore Trust for the benefit and enjoyment of her majesty's citizens.

Three proposals for deckchair provision and cycle hire were presented:

- a) The resort Service proposal is a continuation of the peak time only operation applied in 2017, with the inclusion of deckchair provision and additional staffing to enable effective implementation of the service.

The projected income is £2,800. Therefore a projected £3,832 subsidy is proposed from Foreshore Trust should expected income be achieved. However we recommend up to £5,000 be budgeted for in case of bad weather affecting income levels.

- b) The Active Hastings Model is a new proposal, whereby Active Hastings staff operate the service for the peak summer period, including deckchair provision. In addition they plan development of the service in line with their objectives, geared around engagement with their key target audience and enhancing the existing Leisure and Play offer of the seafront.

The forecasted income is £4,000. Therefore a projected £4,910 subsidy is proposed from Foreshore Trust should expected income be achieved. However we recommend up to £7,000 be budgeted for in case bad

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weather affects income levels.

- c) Alternatively, the Foreshore Trust agrees to proceed without cycle hire and deckchair provision for 2018 as a zero cost option.

Councillor Batsford queried the profitability of other bike hire services. The Marketing and Major Projects Manager explained that other cycle hire services included cycle repairs.

The Coastal Users Group had been consulted and were in support of the service.

The Protector sought clarification on costings if there was no income. The Assistant Director Regeneration and Culture, Economic Development Manager, confirmed £7,000 had been budgeted for in case bad weather effects income. Costs had been based on no income (eg raining every day) and pure staffing.

Councillor Rogers proposed approval of the recommendations to the report for the enhanced Active Hastings model, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. That the Foreshore Trust agrees to the allocation of funding for service provision for 2018 as outlined in the appended proposed business models document; through an enhanced Active Hastings model at a projected cost of up to £7,000.**
- 2. That a further report is brought to Charity Committee after the season to review services provision to date and outline future operational options for 2019.**

The reason for this decision was:

There is continuing demand for both cycle and deckchair hire during peak season, but little demand for this service outside of those times other than ad-hoc group bookings.

Experience gained from previous year's operation has shown that in order to continue to provide cycle hire benefiting users of the foreshore, a level of subsidy will be required as minimum staffing costs exceed income.

The options presented include a continuation of the previous level of service, or an enhanced service from the Active Hastings team, which aims to develop the cycle hire service in line with their community objectives, geared around engagement with their key target audience and enhancing the existing Leisure and Play offer of the seafront.

38. WHITE ROCK FOUNTAIN

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The Marketing and Major Projects Manager presented a report to update the charity committee on the White Rock Fountain project following the public consultation and structural survey and to present the final concept design and revised budget for approval.

The Coastal Users Group had been consulted and supported the design.

The Protector questioned what would not be accomplished in order to accommodate the project. The Marketing and Major Projects Manager said that Coastal Community Funding is part of a wider package to enhance the area of the town and to encourage people to visit. For example to improve the Source Underground Park and White Rock Trinity.

Councillor Rogers proposed approval of the recommendations to the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. Agree to proceed with the final concept design as set out in Appendix 1.**
- 2. To agree to use identified Foreshore Trust funding to financially support this project, including an additional £90,000 capital funding, a total Foreshore Trust contribution of £175,000.**

The reason for this decision was:

The concept designs have been positively received by stakeholders and the public.

The concept design complements the aims of the Coastal Communities Fund 4 ('CCF4') programme to develop the White Rock area as a destination.

Proceeding with the final concept design will ensure a higher quality, longer lasting public asset that meets the objectives of the project.

The installation will add a new high quality asset to the Foreshore Trust's portfolio and will create additional enjoyment for users of the Trust's land.

The White Rock Fountain Project is CCF4 and Foreshore Trust funded and needs to be completed by December 2019.

39. BEACH SECURITY - BARRIER REPLACEMENT AND INSTALLATION

The Assistant Director, Environment & Place, presented a report to request match funding for a European Maritime and Fisheries Fund (EMFF) funding to

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replace the existing RNLI Barrier and the East Hastings Sea Angling gate with two new electronic gate systems.

The Coastal Users Group had been consulted and were in full support of the project to replace the barriers.

Councillor Batsford proposed approval of the recommendations to the report, which was seconded by Councillor Rogers.

RESOLVED (unanimously) that approval is given to an initial spend from the Foreshore Trust account of £25,128.52. The EMFF will refund 75% of this which will mean an outcome spend of £6,282.13.

The reason for this decision was:

It has been known for some time that the lifeboat barrier needs replacing, it is often faulty, the electrical box is corroded and we are not able to obtain new fobs that can be programmed onto the current system. These fobs themselves are also extremely expensive.

The barrier is included in the Foreshore Action Plan as needing to be replaced, the original estimated cost is around £5000 but this is an estimate and would not include a new fob system.

This is an excellent opportunity to make use of EMFF funding to not only replace a faulty barrier but also add another which will improve security to the area and control the number of vehicles using the Blue Stade area as a parking place.

By changing the fob system to a Paxton System, new fobs can be purchased cheaply, lost fobs can be deactivated, and it can be recorded who is passing through the barriers and at what time which adds to the security of the area.

40. **ROCK-A-NORE CAR PARK - FEASIBILITY STUDY AND CAR PARK STACKER BUDGET**

The Assistant Director, Environment & Place, presented a report to request approval to go ahead with an application to the European Maritime and Fisheries Fund (EMFF) for a feasibility study into the congestion issues at Rock a Nore Car Park requiring a funding contribution, and to increase the current budget provided by the Foreshore Trust for the Seasonal Car Park Stackers.

It is proposed to increase the budget for the car park stackers from £10,000 to £12,000 for the Easter bank holiday (22 March at the earliest) to assist traffic parking in Rock-A-Nore and to make an application for EMFF funding to fund a professional study to provide solutions to the problems around the car park. The study will cost in the region of £20,000. If successful, match funding for £5,000 would need to be approved as well as an initial outlay of £20,000.

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EMFF will refund £15,000 of the cost.

The Coastal Users Group had been consulted and were in support of the application.

Councillor Rogers proposed approval of the recommendations to the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. That the Foreshore Trust annual budget for the seasonal car park stackers is increased by £2,000 per annum (from £10,000 per annum to £12,000) with effect from 2019/20.**
- 2. That a total budget of up to £30,000 is approved for the feasibility study described in the report, and that the Foreshore Trust will fund 25% of the costs of the study up to a maximum of £7,500.**

The reason for this decision was:

The seasonal car park stackers perform an important role, it makes sense that for only a modest increase in budget, the role is also available for what is often one of the busiest bank holiday weekends of the year.

Although the seasonal stackers are not a total answer to the congestion issues, they make an essential contribution. If they are not present, the council is often subject to serious criticism in the local media.

Regarding the feasibility study there are lots of theories as to what causes the congestion at these peak times. These range from the car park lay out, the sequencing of the traffic lights at the end of the road, the effect of the pedestrian crossings at this junction and the number of traffic signals all along the A259. What is not in doubt is the serious impact for the visitors trying to park or drive away from the car park, which in turn has an impact on the local economy.

This is an opportunity to fund an expert analysis of the problem, which will identify potential solutions to the very serious problems affecting this part of the Old Town on busy Summer weekends.

41. APPOINTMENT OF GRANTS ADVISORY PANEL MEMBER

The Principal Solicitor, presented the report of the Chief Legal Officer and Monitoring Officer, to appoint a new member of the Grants Advisory Panel.

The Principal Solicitor advised that three applicants had applied and were interviewed on 29th November 2017. The Chair of GAP, Andrew Colquhoun and Councillor Beaney, Chair of the Charity Committee were present at the interviews. The successful candidate was Sarah Coop. The appointment will be for a period of three years.

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Councillor Batsford proposed approval of the report, which was seconded by Councillor Rogers.

RESOLVED (unanimously) to appoint Sarah Coop to the Grants Advisory Panel with immediate effect for a period of three years

The reasons for this decision were:

The membership of the Grants Advisory Panel is now seven due to a member recently resigning. The assessment of grant applications takes very soon. As two members assess the same applications it is helpful to have an even number of members.

42. **FORESHORE TRUST FINANCIAL REPORT**

The Chief Accountant presented the report of the Assistant Director, Financial Services & Revenues to advise members of the Committee on the current year's financial position (2018/19).

Members were advised that the draft accounts for 2018/19 indicated an operating surplus of £380,000. Income and expenditure projections for 2018/19 were currently in line with the budget. A number of changes were noted to the budget and future year budgets. These were agreed at the meeting held on 19th March:-

- Grants - Events grants increased to £30,000 pa (from £20,000 p.a.)
General grants increased to £60,000 pa (from £50,000 p.a.)
- Options for Art on Foreshore Trust Land - £25,000 will be available for each of the next three years.
- Icemaker contribution and play hut facility, net impact on business plan.

The deficit will decrease from £16,000 to £10,000.

Whilst the reserves policy remains at £900,000, reserves are 1.46 million at 31st March 2018.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Rogers.

RESOLVED (unanimously) to agree the current financial position for 2018/19.

The reasons for this recommendation were:

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The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of public money.

The programmed use of reserves has been determined in accordance with the business plan. The business plan and spending plans of the Trust, agreed when determining the budget for the year can then be amended by the decisions taken by the Trust throughout the year.

43. **AGREEING THE DELIVERY MODEL FOR THE NEXT HASTINGS STREET CLEANSING SERVICE**

The Assistant Director, Environment & Place, presented a report to provide the Charity Committee with comprehensive background information to the recommissioning of the Council's beach, foreshore and street cleansing services, and seek their approval to proceed with the preferred service delivery model as set out in the associated part two confidential report.

EXCLUSION OF THE PUBLIC

RESOLVED that the public be excluded from the meeting during the consideration of the items of business listed below because it is likely that, if members of the public were present, there would be disclosure to them of exempt information as defined in the paragraphs of Schedule 12A to the Local Government Act 1972 referred to in the relevant report

Councillor Batsford proposed a motion for the exclusion of the public from the meeting, this was seconded by Councillor Rogers.

The Assistant Director, Environment & Place, presented this report to provide the Charity Committee with the results of an exercise to determine the most appropriate way of providing the next Hastings beach, foreshore and street cleansing service, and secondly to seek approval to proceed with the recommended service delivery model when the existing contract ends in June 2019.

Councillor Rogers proposed approval of the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. Endorse the conclusion set out in this report and the Council's next beach, foreshore and street cleansing service should be delivered through a new in-house service operated by the Council.**
- 2. Agree that from June 29th 2019 the new in-house service will provide cleansing services to the Foreshore Trust, and that the Foreshore Trust will continue to pay the Council for the proportion of the overall service costs associated with the Foreshore Trust land.**

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The reason for this decision:

The existing waste services contract with Kier Environmental provided through the East Sussex Joint Waste Partnership ends on 28th June 2019. New arrangements must be in place ready to commence on 29th June 2019, to ensure a seamless transition for residents.

Since the formation of the Foreshore Trust cleansing of their land has been carried out by the Council's waste services contractor, and recharged to the Foreshore Trust. The Foreshore Trust is therefore included during the recommissioning of these important services.

Although the Council is committed to continue to provide our refuse and recycling and garden waste collection services through a contracted out service delivery model, we are considering whether to deliver our street cleansing, bulky waste and fly-tip removal services through an in-house direct service organization. Officers have developed a fully priced in-house option for these services. However, to enable us to assess whether or not an in-house service represents 'best value', prices and methodologies for a contracted out service have been requested through the East Sussex Joint Waste Partnership procurement team.

Priced bids for a stand-alone Hastings street cleansing contract should be available for consideration the week commencing 18th June. To enable the procurement and mobilization processes to proceed in a timely fashion, the council is required to reach a decision on whether or not to opt for an in-house or contracted out service by no later than Friday, 20th July 2018.

44. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None.

45. MINUTES OF COASTAL USERS GROUP HELD ON 19 JUNE 2018

The notes of the Coastal Users Group meeting held on 19 June 2018 were submitted for members to note.

RESOLVED that the minutes of the Coastal Users Group meeting held on 19 June 2018 be received and noted.

46. URGENT ITEMS (IF ANY)

None.

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(The Chair declared the meeting closed at. 7.07 pm)

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CHARITY COMMITTEE

24 SEPTEMBER 2018

Present: Councillors Beaney (Chair), Rogers, Batsford (Vice-Chair) and Mr May, the Protector and Andrew Colquhoun Chair of Grants Advisory Panel.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST

Councillors made no declarations of interest at this meeting.

3. NOTIFICATION OF ANY ADDITIONAL URGENT ITEMS

None.

4. FORESHORE TRUST SMALL GRANTS PROGRAMME 2018-19

The External Funding Manager presented the recommendations of the Grant Advisory Panel (GAP) in respect of applications for the Small Grants Programme Round 8 2018-19, and for consideration, the GAP recommendations on the changes to the Grants Programme.

The committee were advised that GAP had recommended 17 projects for approval, 4 of which were new applicants. The projects will be delivered between October 2018 and September 2019. A total spend of £60,000.

The Chair of the Grant Advisory Panel gave the committee an overview of the application process of the Foreshore Trust Small Grants Programme. He referred to paragraph 10 of the Grant Advisory Panel chair's report 'Assessment of applications', relating to the implications of administering the scheme and the impact achieved from funding. He asked how it will be reviewed, and queried the need to re-assess the whole programme. The External Funding Manager confirmed that these issues needed to be looked at in more detail.

The Assistant Director, Financial Services and Revenues, said the Council was facing severe financial difficulties due to reduced funding and that the Foreshore Trust may wish to consider if certain events fit in the remit of committee. He said the Assistant Director of Regeneration and Culture would no doubt brief the Grants Advisory Panel on the process and level of their involvement, which may be in time for the GAP AGM meeting in November. The Chief Legal Officer assured the committee that the process will be inclusive as was the last review.

Members thanked the Grants Advisory Panel for their hard work and the diverse range of grants.

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Councillor Rogers proposed approval of the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that –

- 1. That the meeting consider for approval the Small Grants recommendations of the GAP as set out in Appendix 1;**
- 2. That the meeting defer a decision regarding the various changes to the Grants Programme, to allow a full review of the current grant schemes**

The reason for this decision was:

The Grant Advisory Panel has appraised the merits of the applications received for Small Grant support and has made a number of recommendations for grant awards that can be funded from the available 2018-19 budget.

The GAP proposed changes for the Grants Programme and these implications across the scheme should be considered in more detail prior to further consideration and decision by the Charity Committee.

5. LAND AT THE STADE – EAST HASTINGS SEA ANGLING ASSOCIATION

The Assistant Director, Financial Services and Revenues, presented a report for the committee to seek approval to grant a lease. Due to an error in the previous report, the date of the Charity Committee lease needs to be renewed is to commence from 1 April 2019 to 31 March 2029.

Councillor Rogers proposed approval of the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that the Charity Committee agrees to grant a lease of land at the Stade to East Hastings Sea Angling Association on the terms set out in the report.

The reason for this decision was:

The terms of the proposed lease are considered to be the best that can reasonably be obtained for the charity.

6. FORESHORE TRUST - ANNUAL REPORT AND FINAL ACCOUNTS 2017-18

The Chief Accountant, presented a report for the committee to consider the 2017/18 Annual Report and Financial Accounts.

The report detailed key activities undertaken by the Trust throughout the previous year.

A surplus before grants and revenue funded projects of £253,000 for the year was achieved. The balance at the end of March 2018 was £1,445,112 (cash position), whilst total funds (which includes all assets) amount to £2,630,833. The budget for

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grants and events was raised from £70,000 in 2017/18 to £90,000 in 2018/19. The report also set out expenditure the Trust had committed to in its business plan and its approach to maintaining prudent levels of reserves.

The contingency reserve is set at £900,000, which is the minimum level the Trust should retain at present.

The Trust's final accounts 2017/18 had been subject to an external audit, which found that they gave a true and fair view of the charity's affairs as at 31 March 2018. The Chief Accountant thanked the Protector and Mannington Auditors for their work.

The Committee expressed their thanks to the officers for their report and for keeping such complex accounts in order.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Rogers.

RESOLVED (unanimously) that the Charity Committee approve the Annual Report and Financial Accounts for 2017/18.

The reason for this decision was:

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

The Council as Trustee, through the Charity Committee, is authorised to approve the annual report and accounts which must be done by the 30th September each year.

7. **FINANCE REPORT**

The Chief Accountant, presented a report to advise members of the Committee on the current year's financial position and provided an opportunity to review the Trust's business plan; risk register and reserves policy.

Councillor Rogers proposed approval of the report, which was seconded by Councillor Batsford.

RESOLVED (unanimously) that:

- 1. To agree the current financial position for 2018/19.**
- 2. The Risk Register be agreed (Appendix 4)**
- 3. The Reserves Policy be agreed (Appendix 6)**

The reason for this decision was:

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

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A surplus slightly above budget expectations is anticipated for 2018/19 in respect of operating income and expenses. Once grant and project costs are taken into account a reduced deficit of £58,000 is anticipated against a budgeted deficit of £99,000.

The reserves policy is reviewed on an annual basis and is undertaken against the uncertainties that are identified within the risk register and the general economic environment.

8. MINUTES OF COASTAL USERS GROUP (18 SEPTEMBER 2018)

The notes of the Coastal Users Group meeting held on 18 September 2018 were submitted.

RESOLVED that the notes of the Coastal Users Group meeting held on 18 September 2018 be received and noted.

9. URGENT ITEMS (IF ANY)

None.

(The Chair declared the meeting closed at. 6.27 pm)

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FORESHORE CHARITABLE TRUST (FORESHORE TRUST)
ANNUAL PUBLIC MEETING

24 SEPTEMBER 2018

Present: Councillors Beaney (Chair), Batsford, Rogers and Mr May, the Protector and Andrew Colquhoun Chair of Grants Advisory Panel.

1. WELCOME FROM THE CHAIR OF THE CHARITY COMMITTEE, COUNCILLOR SUE BEANEY

The Chair welcomed those present to the committee meeting.

2. TRUSTEE ANNUAL REPORT AND ACCOUNTS FOR THE YEAR 2017/18

The Chief Accountant, presented a report for the committee to consider the 2017/18 Annual Report and Financial Accounts.

The report detailed key activities undertaken by the Trust throughout the previous year. Members were informed the layout of the accounts had improved.

There has been no increase in fees and charges for the car park (this was reviewed March 2018), however car parking income was down due to fluctuations in the weather.

A surplus before grants and revenue funded projects of £253,000 for the year was achieved. The balance at the end of March 2018 was £1,445,112 (cash position), whilst total funds (which includes all assets) amount to £2,630,833. The budget was raised from £70,000 to £90,000. The report also set out expenditure the Trust had committed to in its business plan and its approach to maintaining prudent levels of reserves.

The contingency reserve is set at £900,000, which is the minimum level the Trust should retain at present.

The Trust's final accounts 2017/18 had been subject to an external audit, which found that they gave a true and fair view of the charity's affairs as at 31 March 2018. The Chief Accountant thanked the Protector and Mannington Auditors for their work.

The Committee expressed their thanks to the officers for their report and for keeping such complex accounts in order.

Councillor Batsford proposed approval of the report, which was seconded by Councillor Rogers.

RESOLVED (unanimously) that the Charity Committee approve the Annual Report and Financial Accounts for 2017/18.

The reason for this decision was:

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The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

The Council as Trustee, through the Charity Committee, is authorised to approve the annual report and accounts which must be done by the 30th September each year.

3. PUBLIC QUESTION TIME (30 MINUTES)

A notice had been placed in the local newspaper inviting written questions. No written questions had been submitted.

The Chair invited questions from the public gallery on matters relating to the Trust.

Mr Dick Edwards asked questions of the committee, as follows:-

1. Pelham Beach – will the Trust give a commitment to vigorously examine a way to achieve Blue Flag status and announce a timescale. The Marketing and Major Projects Manager said the Blue Flag criteria is very tough. To obtain a Blue Flag award is difficult while there is an outfall pipe on the beach. He would investigate further.
2. HOTRA suggested a new pedestrian walkway / cycle route be built to ease the pressure outside the Hastings & St Leonards Angling Club and west station on the miniature railway. This new path would start / end by the multi-use games area and pass south of the boat compound to join the path on the south of the boating lake. We submitted a drawing through Coastal Users Group earlier this year but have heard no more. The Marketing and Major Projects Manager said they could not find any record of the question, however they would endeavour to provide an answer if the question was reconfirmed.
3. The Stade Amusement Park changes – what consultation took place with the Trustees and HBC Planners? What independent advice was obtained? Can that be fully reported? Will there be a significant uplift in the site rent to reflect the increased earning opportunities? The Chief Legal Officer said that she would liaise with Planning Services Department and obtain a response.
4. The last Business Plan Review was presented to the Coastal Users Group 24hrs before the meeting. The Business Plan consultation exercise needs to include sufficient time for the community to comment. The Director of Operational Services said he would look into this.
5. Wet play facility – this should be a key project for the Business Plan going forward. The Marketing and Major Projects Manager said there is a mini wet play area near the White Rock Theatre above the Source. The wet play area in Bexhill was funded externally by a Coastal Community bid.

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The Chief Legal Officer explained that the Foreshore Trust AGM is not the only opportunity that members of the public can ask questions. They can do so at the Council meeting. Rules are in Part 4 of the Council's Constitution.

The Chair thanked Mr Edwards for his questions.

Mr Russell Hall asked several questions of the committee, as follows:-

6. The Stade Family Amusement Park footpath is not on the definitive right of way. Please consider registering the public right of way as definitive right of way route. The definitive route must be registered by 2026. The Director of Operational Services said he would look into this.

[Background information submitted: The Countryside and Rights of Way Act 2000 contains provisions to extinguish on 1st January 2026 public rights of way before 1949 across Foreshore Trust land not recorded on the Definitive Map of Rights of Way]

7. Planning – you have a duty to notify statutory consultees on planning applications. The Chief Legal Officer said she would liaise with the Planning Services Department.

[Background information submitted: According to government guidance (see: <https://www.gov.uk/guidance/consultation-and-pre-decision-matters#Statutory-consultees>) the Foreshore Trust is a statutory consultee on planning applications as an adjoining landowner and is under a duty to respond to the local planning authority within a set deadline and must provide a substantive response to planning applications concerning Foreshore Trust owned land or adjacent land].

The Chair thanked Mr Hall for his questions.

Mr Bernard McGinley asked several questions of the committee, as follows:-

8. I am concerned at how the Stade Amusement Park is treated? CUG are dissatisfied. The Chief Legal Officer said she would raise the matter with the Planning Services Manager.

9. The Governance costs are £101,000 per annum. Mr McGinley said he didn't need an explanation, and as such was a statement rather than a question.

The Chair thanked Mr McGinley for his questions.

Mrs Anne Scott asked several questions of the committee, as follows:-

10. The planning report to the committee regarding the Stade Amusement Park states 'No Comment' – were you consulted or not? Councillor Beaney (Chair) said she did not recall seeing the consultation.

11. You have 14 days notice to respond and are running out of time, you will be unable to feed back to the Coastal Users Group. *Remove PD Rights for rest of site.* Re: Issue of footpath, we have right to walk over it. As owners, please ensure the land is open to the public. The amusement park is open for a quarter of the year, we

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enjoy it for the remaining time, our needs are more than theirs. The Director of Operational Services said he would discuss the matter with the Planning Services Department and report back.

The Chair thanked Mrs Scott for her questions.

Mr Dick Edwards asked further questions of the committee:-

12. Professional fees increased by £10,000, why such a big increase? The Assistant Director Financial Services and Revenues advised that details would follow:- The costs of professional fees rose from £23,780 in 2016/17 to £33,250 in 2017/18, an increase of £9,470. Although these costs vary from year to year, the main reason for this increase can be attributed to structural works undertaken at the former White Rock baths.

13. Reserves are set at £900,000, do we need reserves of this amount? The Assistant Director Financial Services and Revenues said we need to properly understand future commitments and when this work is being undertaken eg when we undertake resurfacing of carparks and the repair of buildings. £900,000 will be reviewed in light of future risks and liabilities.

(The Chair declared the meeting closed at. 7.04 pm)

Agenda Item 4



Report to: Charity Committee

Date of Meeting: 10 December 2018

Report Title: Finance Report

Report By: Peter Grace, Assistant Director of Financial Services and Revenues (Chief Finance Officer)

Purpose of Report

To advise members of the Committee on the current year's financial position.

Recommendation(s)

1. To agree the current financial position for 2018/19.

Reasons for Recommendations

The Council has the responsibility for the proper management of the financial affairs of the Trust. In doing so it complies with Accounting Codes of Practice and the high standards required for the accounting of Public money.

A surplus slightly above budget expectations is anticipated for 2018/19 in respect of operating income and expenses. Once grant and project costs are taken into account a reduced deficit of £49,000 is anticipated against a budgeted deficit of £99,000.

Introduction

1. The Foreshore Trust derives its income mainly from car parking and property leases/licences, the former income stream being quite variable.
2. Appendix 1 attached provides details of the budget for 2018/19 as agreed at the March meeting of the committee. The budgeted annual operating surplus for 2018/19 amounting to £380,000 with a forecast year end deficit of £99,000.

Financial Position 2018/19

3. The budget agreed in March 2018 identified budgeted income at £1,400,000 and expenditure at £1,020,000. The budgeted surplus for the year being £380,000 after direct governance costs, but before distribution of grants, capital charges and before use of Reserves.
4. Income is currently projected to exceed the budget by a small amount. The amount of rental income anticipated is now £9,000 more than budgeted for due to new lets at better terms. Investment income and car parking income remain on budget.
5. Expenditure is expected to be £19,000 below budget. This is due to anticipated £9,000 lower than budgeted governance costs in respect of legal and professional fees and reduced maintenance expenditure as the £12,000 put aside for maintaining and operating a water play feature or the White Rock Fountain is unlikely to be incurred this financial year. A minor overspend of £2,000 is forecast on charitable activities.
6. The combination of the expected additional income and reduced expenditure will give rise to a net £28,000 increase in the anticipated operating surplus at the year end. This is now forecast to be £408,000.
7. At the meeting on the 19th March it was agreed to increase the event grants budget to £30,000 p.a. (from £20,000) and the general grants budget to £60,000 p.a. (from £50,000). At the same meeting the event grants for 2018/19 were agreed at £23,362 with the remaining balance of £6,638 being made available for 2019/20 i.e. a total of £36,638 in that year. These adjustments can be seen in the attached papers. There is therefore no variance forecast on grant expenditure.
8. Project expenditure is forecast to be £9,000 underspent at the year end. This is due to £16,000 of the £25,000 contingency budget being forecast to be spent – although there are still some 4 months of the year remaining. The money spent so far relates to the fishing fleet's ice maker which the Trust agreed to contribute towards.
9. The combination of the above underspends results in a reduction to the deficit of £37,000 reducing the revised deficit from £99,000 to £62,000.

Business Plan

10. To date much of the expenditure on maintenance projects and main programme projects is yet to occur.

11. As stated above within the maintenance projects budget it is now unlikely the £12,000 put aside for water play, essentially now operating and maintaining the White Rock Fountain this financial year, will be spent.
12. Within the main projects programme several projects are delayed increasing the chances of the project slipping from this financial year into 2019/20. The White Rock Fountain, Public Art Project and Marine Litter Project all face potential project slippage into 2019/20.

Indicative Forward Plan

13. The indicative forward plan as agreed in March 2018 has been provided for information (Appendix 3). This identified projected cash balances for future years and hence affordability of current initiatives and commitments. Based upon projections the current business plan remains affordable. The overall deficit for the year is forecast at £62,000.

Reserves

14. The total effective cash balances of the Trust at the 31 March 2018 amounted to £1.45m after providing for the outstanding settlement to Hastings Borough Council for amounts owed for 2017/18.

15. With the current business plan, the revised cash balances for future years are estimated as follows :-

£1,38m as at 31st March 2019,
£1.60m as at 31st March 2020,
£1.80m as at 31st March 2021,
£2.02m as at 31st March 2022.
£2.23m as at 31st March 2022.

16. The reserves policy agreed on 24th September 2018 identifies £900,000 as the suitable level to maintain given the potential risks to the Trust.
17. Work is currently underway to identify the areas where the Trust will incur significant maintenance and replacement costs in future years e.g. toilet refurbishments, resurfacing of car parks. The update of the Repairs and Renewals programme is necessary to identify the ongoing levels of reserves required to ensure the assets of the Trust can be maintained at the appropriate level within the financial constraints of the Trust.

Additional Information

Appendix 1 - Financial Monitoring Report
Appendix 2 - Business Plan - Financial Summary
Appendix 3 - Indicative Forward Plan

Officers to Contact

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Hastings and St Leonards Foreshore Charitable Trust

Appendix 1

Actual expenditure to 31st October 2018

SUMMARY - MONITORING REPORT

	Outturn 2017-18	Budget 2018-19	YTD Actual 2018-19	Estimate to end of year	Forecast Outturn 2018-19	Variance to Budget	Estimated Budget 2019-20
	£'000	£'000					
Incoming Resources							
Investment Income	(3)	(5)	(1)	(4)	(5)	0	(8)
Incoming resources from Charitable activities	(1,023)	(1,170)	(796)	(374)	(1,170)	0	(1,170)
Rental income	(234)	(225)	(183)	(51)	(234)	(9)	(234)
Total incoming resources	(1,260)	(1,400)	(981)	(428)	(1,409)	(9)	(1,412)
Resources Expended							
Loan repayments	33	33	0	33	33	0	33
Charitable Activities* (excluding Capital charges)	783	780	209	573	782	2	798
Maintenance projects and cyclical repairs	77	90	3	75	78	(12)	77
Governance costs	114	117	17	91	108	(9)	110
Total resources expended	1,007	1,020	229	773	1,001	(19)	1,018
Total Operating (Surplus)/Deficit	(253)	(380)	(752)	344	(408)	(28)	(394)
General Grants	50	60	35	25	60	(0)	60
Events Grants	20	23	20	3	23	0	37
Projects**	70	396	16	380	387	(9)	81
(Surplus)/Deficit	(113)	99	(681)	752	62	(37)	(216)
Transfer to/(from) HBC account							
Total Funds (cash) brought forward	1,305	1,445			1,445		1,383
Total funds carried forward	1,445	1,346			1,383		1,599

*Mainly parking income

** See main Business Plan

Business Plan

Appendix 2

Foreshore Trust Spending Plan			2017-2018	2017-2018	2017-2018	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Total
Cost centre	PROPERTY	DESCRIPTION OF WORK	BUDGET	REVISED ESTIMATE	OUTTURN	REVISED ESTIMATE	Current spend to end of October	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE	ESTIMATE 2018- 2023
			£	£	£	£	£	£	£	£	£	£
Maintenance projects												
20156B1100 / 5290B020	White Rock Skatepark	External redecoration/ Building maintenance	10,000	10,000	18,981	25,000	558	10,000	10,000	10,000	10,000	65,000
20156B1100 / 5290B020	White Rock Skatepark	Alleviate Water ingress	10,000	10,000	0	0	0	0	0	0	0	0
20156B1100 / 5290B020	Stade Barriers	Annual maintenance	2,000	2,000	1,254	2,000	147	2,000	5,000	2,000	2,000	13,000
20156B1100 / 5290B020	Cycle route	Contribution to maintenance	0	0	0	5,000	0	0	0	0	0	5,000
20156B1100 / 5290B020	Public Conveniences	Maintenance	6,000	6,000	6,972	6,000	0	6,000	6,000	6,000	6,000	30,000
20156B1100 / 5290B020	Car Parks Rock a Nore	Maintenance	6,000	6,000	8,003	6,000	60	6,000	6,000	6,000	6,000	30,000
20156B1100 / 5290B020	Car Parks - Pelham	Maintenance	6,000	6,000	1,707	6,000	60	6,000	6,000	6,000	6,000	30,000
20156B1100 / 5290B020	Chalets - White Rock & Marina	Maintenance	2,000	2,000	3,425	2,000	0	2,000	2,000	2,000	2,000	10,000
20156B1100 / 5290B020	Play Areas and Exercise Equipment	Maintenance of equipment	5,000	5,000	0	5,000	0	15,000	15,000	15,000	15,000	65,000
20156B1100 / 5290B020	Water Play	Maintenance & operation	12,000	0	0	12,000	0	12,000	12,000	12,000	12,000	60,000
20156B1100 / 5290B020	Winch Road	Maintenance & lighting	2,000	2,000	0	2,000	0	2,000	2,000	2,000	2,000	10,000
20156B1100 / 5290B020	White Rock Promenade Kiosk	Maintenance	0	0	0	3,000	0	0	0	0	0	3,000
20156B1100 / 5290B020	Signage repairs	Maintenance	0	0	0	1,000	0	1,000	1,000	1,000	1,000	5,000
20156B1100 / 5290B020	Stade and Stade Kitchen	Maintenance	3,000	3,000	2,516	3,000	988	3,000	3,000	3,000	3,000	15,000
20156B1100 / 5290B020	Cycle Hire	Replacement bikes	4,500	4,500	0	0	0	0	0	0	0	0
Total of Cyclical Repairs and Redecorations			68,500	56,500	42,858	78,000	1,814	65,000	68,000	65,000	65,000	341,000
U												
20156B1100 / 5290B020	Beach - Other	Other repairs and renewals beachfront area	12,000	12,000	8,692	12,000	732	12,000	12,000	12,000	12,000	60,000
Total Maintenance Projects			12,000	12,000	8,692	12,000	732	12,000	12,000	12,000	12,000	60,000
P												
Projects (main programme)			£	£	£	£	£	£	£	£	£	£
20157B1102 / 5291B022	White Rock Promenade Kiosk	Kiosk to be operated by The Source	0	0	2,110	0	0	0	0	0	0	0
20158B1100 / 5292B022	White Rock Chalets	Purchase 12 new chalets	0	22,370	21,810	0	0	0	0	0	0	0
20159B1100 / 5293B022	Beachfront	New signage to RNLI standard potential 50% contribution from RNLI	0	0	0	40,000	0	0	0	0	0	40,000
20154B1102 / 5287B020	Winch road	Winch road upgrade**	0	0	0	5,000	0	0	0	0	0	5,000
20159B1102 / 5293B022	Beachfront	Children's play area	0	0	0	5,000	0	0	0	0	0	5,000
20159B1102 / 5293B022	Beachfront	Pelham Hut Play Facility - Play and Sports Hub	0	0	0	25,000	0	0	0	0	0	25,000
20159B1102 / 5293B022	Beachfront	New Public Art Project	0	0	0	25,000	0	25,000	25,000	0	0	75,000
20159B1102 / 5293B022	Beachfront	Fishing fleets Ice maker	0	0	0	15,800	15,843	0	0	0	0	15,800
20159B1102 / 5293B022	Stade Open Space Landscaping		4,000	5,000	0	0	0	0	0	0	0	0
20159B1102 / 5293B022	Marine litter project		20,000	0	0	20,000	0	0	0	0	0	20,000
20159B1102 / 5293B022	Seafront Splash Pad and Kiosk		225,000	0	0	0	0	0	0	0	0	0
20159B1102 / 5293B022	Access Audit	Implement prioritised actions	10,000	0	0	20,000	0	0	0	0	0	20,000
20162B1102 / 5298B022	Resurfacing Robertson Street to Pier/White Rock Promenade improvements	Work with potential Coastal Communities Fund match - additional surveys to complete	25,000	25,000	25,000	25,000	0	25,000	25,000	25,000	25,000	125,000
20159B1102 / 5293B022	Landscaping - adj. to boating lake		0	0	0	15,000	0	6,000	6,000	0	0	27,000
20160B1100 / 5294B020	Parking machine Upgrades	Upgrade of new machines to cater for new coins and new signage	0	21,100	21,100	0	0	0	0	0	0	0
20162B1102 / 5298B022	White Rock Fountain	Work to enhance Coastal Communities funded 4 landscaping with fountain. Total costs £270,000 of which the Trust has approved £175,000, CCF £95,000.	50,000	85,000	0	175,000	0	0	0	0	0	175,000
20161B1102 / 5296B022	Contingency		25,000	25,000	0	25,000	0	25,000	25,000	25,000	25,000	125,000
Total Projects			359,000	183,470	70,020	395,800	15,843	81,000	81,000	50,000	50,000	657,800
TOTAL PROGRAMME			439,500	251,970	121,570	485,800	18,389	158,000	161,000	127,000	127,000	1,058,800

**Fisheries Local Action Group (FLAG) projects

Hastings and St Leonards Foreshore Charitable Trust

Indicative Forward Plan	2017-18 Outturn	2018-19 Forecast Outturn	2019-20 Budget Estimate	2020-21 Budget Estimate	2021-22 Budget Estimate	2022-23 Budget Estimate
	£'000	£'000	£'000	£'000	£'000	£'000
Incoming Resources						
Investment Income	(3)	(5)	(8)	(10)	(11)	(12)
Incoming resources	(1,257)	(1,404)	(1,404)	(1,404)	(1,404)	(1,404)
Total incoming resources	(1,260)	(1,409)	(1,412)	(1,414)	(1,415)	(1,416)
Resources Expended						
Loan repayments	33	33	33	33	33	33
Charitable activities (exc capital charges)	783	782	798	814	830	847
Maintenance projects and cyclical repairs	77	78	77	80	77	77
Governance costs	114	108	110	112	114	116
Total Resources Expended	1,007	1,001	1,018	1,039	1,054	1,073
Total Operating Surplus	(253)	(408)	(394)	(375)	(361)	(343)
Grants	50	60	60	60	60	60
Events	20	23	37	30	30	30
Projects (Main programme)	70	387	81	81	50	50
(Surplus)/Deficit	(113)	62	(216)	(204)	(221)	(203)
Usable current assets	1,305	1,445	1,383	1,599	1,803	2,024
Usable current assets carried forward	1,445	1,383	1,599	1,803	2,024	2,227
Minimum reserves	900	900	900	900	900	900
Main Programme reserve	545	483	699	903	1,124	1,327

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Agenda Item 5



Report to: Charity Committee

Date of Meeting: 10 December 2018

Report Title: Cultural Development Fund

Report By: Polly Gifford
Cultural Regeneration Manager

Purpose of Report

To seek support from the Foreshore Trust (FST) to utilise the £75,000 of public art funding (£25,000 p.a), already within the FST budget as match for the recently submitted Cultural Development fund bid

Recommendation(s)

- 1. Should the cultural development fund be successful, agree that £25,000 per year of Foreshore Trust public art funding be recognised as match funding for the cultural development fund programme**

Reasons for Recommendations

The cultural development fund bid was submitted on 19 October 2018, with unsecured match funding identified. Due to the tight turnaround of the bidding timeline, this report is seeking retrospective permission to utilise the £75,000 already agreed public art Foreshore Trust budget (£25,000 per year for three years) as match to support the project.

The Foreshore Trust has already agreed to support investment in public art and the authority to develop proposals for delivery of public art, and the cultural development fund programme would enhance that investment and delivery for the benefit of residents and visitors.

Background

1. A consortium bid, formed of cultural sector and local authority partners across East Sussex, to the Department for Culture, Media and Sports/Arts Council England was submitted in 19th October 2018. The fund has the potential to make a significant contribution to our cultural regeneration ambitions, through supporting key cultural sector partners and council-led activity.
2. The aim of the fund is to use culture and creative activity to unlock economic growth and productivity, use culture and creative activity to make places attractive places to live in, work and visit, strengthen local leadership in culture and/or creative industries and enhance creative skills.
3. The bid led by Hastings Borough Council will establish a Creative Enterprise Zone across the towns of coastal East Sussex (ES) from Hastings to Newhaven, with the vision of creating a single coastal ecology for the creative sector. The grant value amounts to £4.5m, with £1,005,000 for Hastings. Specific activities include Stade Saturday development, grant fund for key festivals and events, temporary creative workspaces, development of artist studio live/work spaces, further development of Project Artworks (working with those with complex needs), improvements to the Jerwood Gallery and joint marketing for cultural tourism and inward investment.
4. A decision is due 1 February 2019, with project commencement 1 April 2019 until 31 March 2022

Match funding

5. As is common in many funding bids, there was a requirement for an element of match funding, which at the time of the bid being submitted was 'unconfirmed'.
6. At its meeting in March 2018, the Foreshore Trust approved recommendations to support and initiate a programme of public art on the beach and promenade on Foreshore land given that that it is the most suitable for the siting of public art in the seafront areas.
7. The Cultural Development fund project includes provision for activities along the coast, particularly through development of the Stade Saturdays model, and would therefore closely align with the Foreshore Trust's vision for supporting public art on its land. Introducing and enhancing creative and cultural activities along the seafront have the advantage of drawing more people to the seafront, creating new destinations and engaging the community and visitors with healthier lifestyle benefits ensuing.
8. We are requesting that the £75,000 of approved public art funds (£25,000 per year for the three years) is identified as match funding for the cultural development fund programme. Recognising the public art FST budget line as match would maximise the Foreshore Trust's investment by leveraging additional

funds to support creative activity along the seafront, and supporting a £1m cultural regeneration programme for the town.

Financial implications

There are no resource implications for utilising the Foreshore Trust public arts funds in this manner. The funds will be directly used as match funding for project activity and programming.

Wards Affected

Castle, Old Town

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness

This project will encourage engagement with creative and cultural activities

Risk Management

The match funding will only be used if the funding application is successful

Environmental Issues

The activities in the cultural development fund project will enhance and complement the foreshore

Economic/Financial Implications

The match funding will only be used if the funding application is successful

Additional Information

Officer to Contact

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Agenda Item 6



Report to: Charity Committee

Date of Meeting: 10 December 2018

Report Title: Appointment of Grants Advisory Panel Member

Report By: Chris Barkshire-Jones, Chief Legal Officer and Monitoring Officer

Purpose of Report

To appoint a new member of the Grants Advisory Panel

Recommendation(s)

- 1. To appoint Kerry Fellows to the Grants Advisory Panel with immediate effect for a period of three years**

Reasons for Recommendations

The membership of the Grants Advisory Panel is now seven due to a member recently resigning. The assessment of grant applications takes place very soon. As two members assess the same applications it is helpful to have an even number of members.

Background

Under a scheme dated 13 January 2011, Hastings Borough Council became 'the Trustee' to the Hastings and St Leonards Foreshore Trust.

The scheme advocated that there must be a Grants Advisory Panel with no fewer than four and not more than eight members.

The members of the Grants Advisory Panel must be appointed by the trustee on the basis of their knowledge and experience of the voluntary and charitable sector and in particular their knowledge of the voluntary and charitable sector in the area of the Borough of Hastings.

The Grants Advisory Panel must consider and make recommendations in respect of:

- a) the criteria for making grants which the trustee adopts from time to time.
- b) the content and format of grant application forms.
- c) the advertisement of availability of assistance by way of grant from the charity.
- d) individual applicants for grants and proposals of the trustee for making grants.

Process

Last year the Council put an article in the Hastings and St Leonards Observer and Hastings Independent in order to attract interest from members of the public to volunteer to be members of the Grants Advisory Panel. Three applications were received. The applicants were interviewed by the Chair of Charity Committee and the Chair of the Grants Advisory Panel, Andrew Colquhoun. Andrew was able to give helpful information on the work of the Grant Advisory Panel. All three candidates had experience of the voluntary sector and gave very strong performances at interview. Subsequently Maria Gonet was offered a position on the Grants Advisory Panel subject to the Charity Committee formally appointing her. However the other two candidates details were kept in case anyone else resigned. Sarah Coop was contacted (with the approval of the Chair of GAP and the Chair of Charity Committee) last year and said she would be delighted to join the panel. The same process has taken place in relation to Kerry Fellows.

Next Steps

Kerry will meet the other members of the Grants Advisory Panel as soon as possible after being formally appointed by the Charity Committee. The Chair of the Grants Advisory Panel will facilitate this process with the Chief Legal Officer.

Wards Affected

None

Area(s) Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No

Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	No
Local People’s Views	No
Anti-Poverty	No

Additional Information

None

Officer to Contact

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Agenda Item 8

NOTES OF

Extraordinary meeting of Hastings & St. Leonards Coastal Users' Group Held on Monday 26th November @ 1800hrs Muriel Matters House, Breeds Place, Hastings

Present:

Paul Carter (Chair) – East Hastings Sea Angling Association
Anne Scott – Old Hastings Preservation Society
Chris Richards – Hastings Adventure Golf
Christine Boulton-Lane – West of Haven Beach Users Association
Christopher May – The Protector, Foreshore Trust
Cliff Meaden – Epic Life
Cllr James Bacon – HBC (Old Hastings Ward)
Cllr Karl Beaney – HBC (West St Leonards Ward)
Cllr Leah Levane – HBC (Castle Ward)
Cllr Ruby Cox – HBC (Central St Leonards Ward)
Dick Edwards – Hastings Old Town Residents Association
Kevin Boorman – Hastings Borough Council (Marketing & Major Projects Manager)
Tim McDonald – Shipwreck Museum
Yasmin Ornsby – Stade Partnership
Allison San Diego – HBC (Secretary)

HBC officers in attendance:

Amy Terry – Estates Manager
Christine Barkshire-Jones – Chief Legal Officer
Kirsty Cameron – Principal Solicitor, Planning
Simon Hubbard – Director of Operational Services
Victoria Conheady – Assistant Director, Regeneration & Culture

1. WELCOME, INTRODUCTION AND APOLOGIES

All were welcomed to the meeting and introductions were made.

Apologies have been received from:

Aaron Woods – HBC (Resort Manager)
Andre Palfrey-Martin – Save Our Heritage Group
Cllr Kim Forward – (Vice Chair) (HBC, Deputy Leader/Lead Member – Regeneration)
Cllr Dany Louise – HBC (Old Hastings Ward)
Di Cooke – Hastings Voluntary Lifeguards
Gerard Loughran – Hastings Arts Forum
Joseph Mitchell – Royal National Lifeboat Institution
Laurence Bell – White Rock Business Group
Melanie Clark – Hastings and St Leonards Sailing Club
Peter Wheeler – Hastings District Canoe Club
Steve Peak – Friends of Hastings Country Park

2. ENGAGEMENT PROCESS

As Coastal Users' Group (CUG) members are aware, at the last meeting, the Chair made it very clear that CUG was not happy with the recent lack of notification and consultation on recent planning applications.

A meeting was held with HBC officers last week and concerns were outlined on behalf of CUG. It was a very positive and constructive discussion, acknowledging that in recent months matters have become slightly disjointed. It was recognised that a more controlled process would have to be introduced and a change in the way we work would be required. The flow charts (attached as appendices) demonstrate the proposed engagement process which resulted from the meeting.

The purpose of tonight's meeting is to seek agreement from CUG on the proposed engagement process.

It is understood that CUG as a collective body has very clear knowledge of issues in the area and its commitment is highly recognised. It was reiterated that it is an advisory group to the Foreshore Trust (FST) and although there is no legal obligation for FST to take into account the views of CUG, at least the necessary due diligence would have been carried out.

It was clarified that the engagement process presented would cover FST land, depending on the issue, and would be dealt with on a case by case basis, due to the different interests of the CUG members involved. It should be expected that the process will evolve as needed, as there is no way to tell at this point in time what issues could arise. Notification of the issues will be sent to all CUG members, nobody will be excluded from the process.

Anne requested that from this point on, feedback be requested from the Foreshore Trust on issues that CUG respond to. Future CUG meetings will take into account issues that had occurred in between meetings, tracking items and recording minutes as required.

The Protector explained that under the scheme, Charity Committee need to have due regard to comments made by CUG. If, for any reason, it chooses not to accept what has been said, a clear reason and feedback on why the views have not been accepted should be given.

It was also recognised that issues may come up between quarterly meetings and the Chair may call an informal meeting if necessary to discuss views. The meetings need not be quorate but could be considered a more productive way to agree a formal view between CUG members, which would then be reported on at the subsequent quarterly meeting.

It was clarified that matters that result in further questions or legal advice being required will be dealt with on a case by case basis by the lead officer for FST, (HBC's Assistant Director, Regeneration and Culture).

CUG will be informed of any landlord consent issues or requests and it was clarified HBC's Estates Manager and the FST Estates Manager is the same person and would be requesting and receiving comments as such.

It is not yet known what the guidelines are for future items that CUG could be notified of; planning applications and landlord consent issues have been used as examples as these have occurred in recent weeks, but once this process is adopted, this will become clearer.

The implication seems to be that issues have to be instigated by HBC; the Chair clarified that this is not the case and if CUG members have issues they wish to advise the rest of the group of, the secretariat should be notified.

The meeting agreed to adopt the proposed engagement process, with no objections.

The adoption of the new process will result in amendments to the CUG constitution. **Action: Christine Barkshire-Jones.** The amendments will be circulated as soon as possible prior to next week's annual general meeting. **Action: Allison**

The Chair asked all present to update other CUG members who were not able to attend tonight's meeting if possible.

3. DATE OF NEXT MEETING:

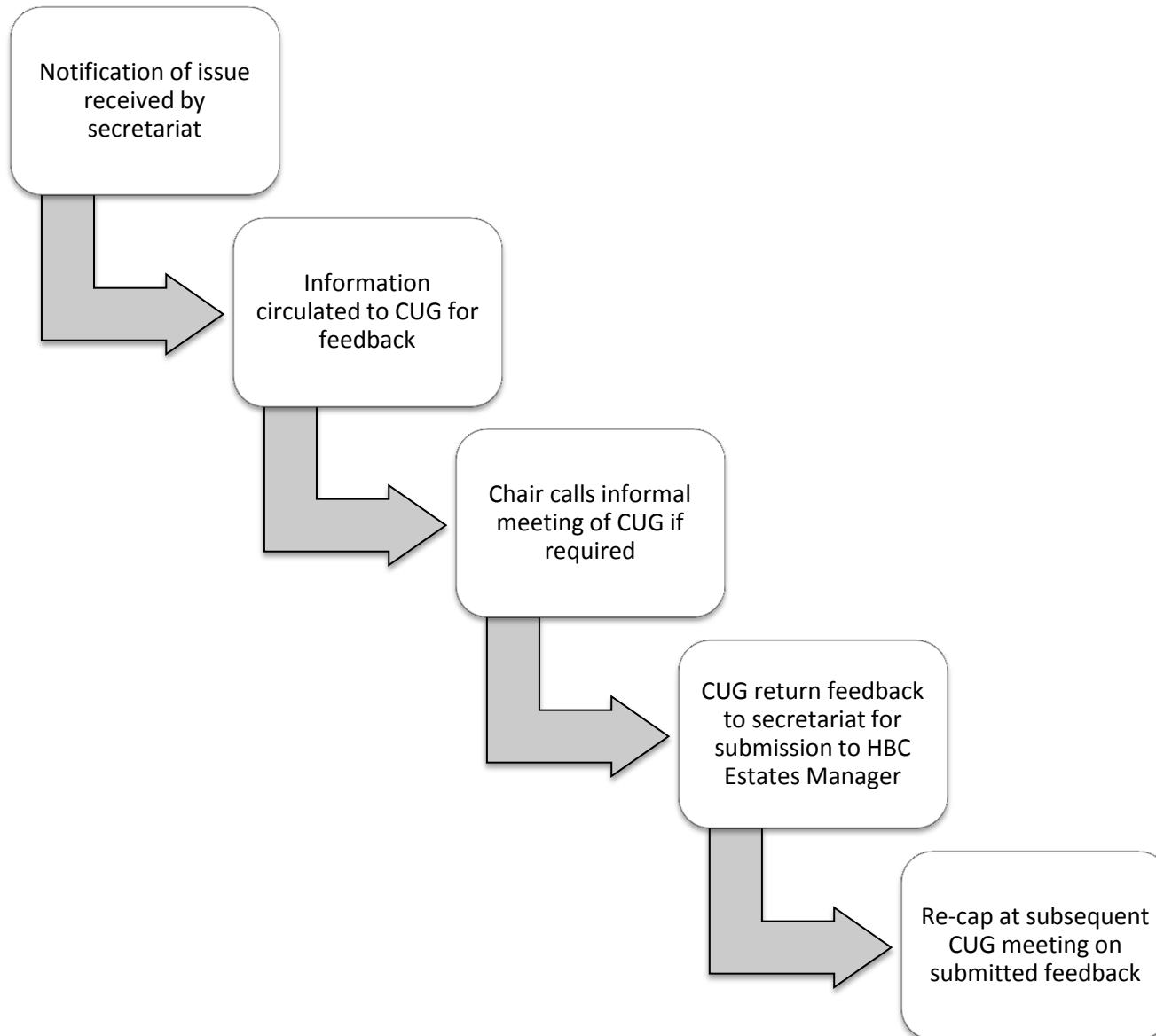
AGM: 6pm, Wednesday, 5th December – EHSAA

Meeting closed 18:34.

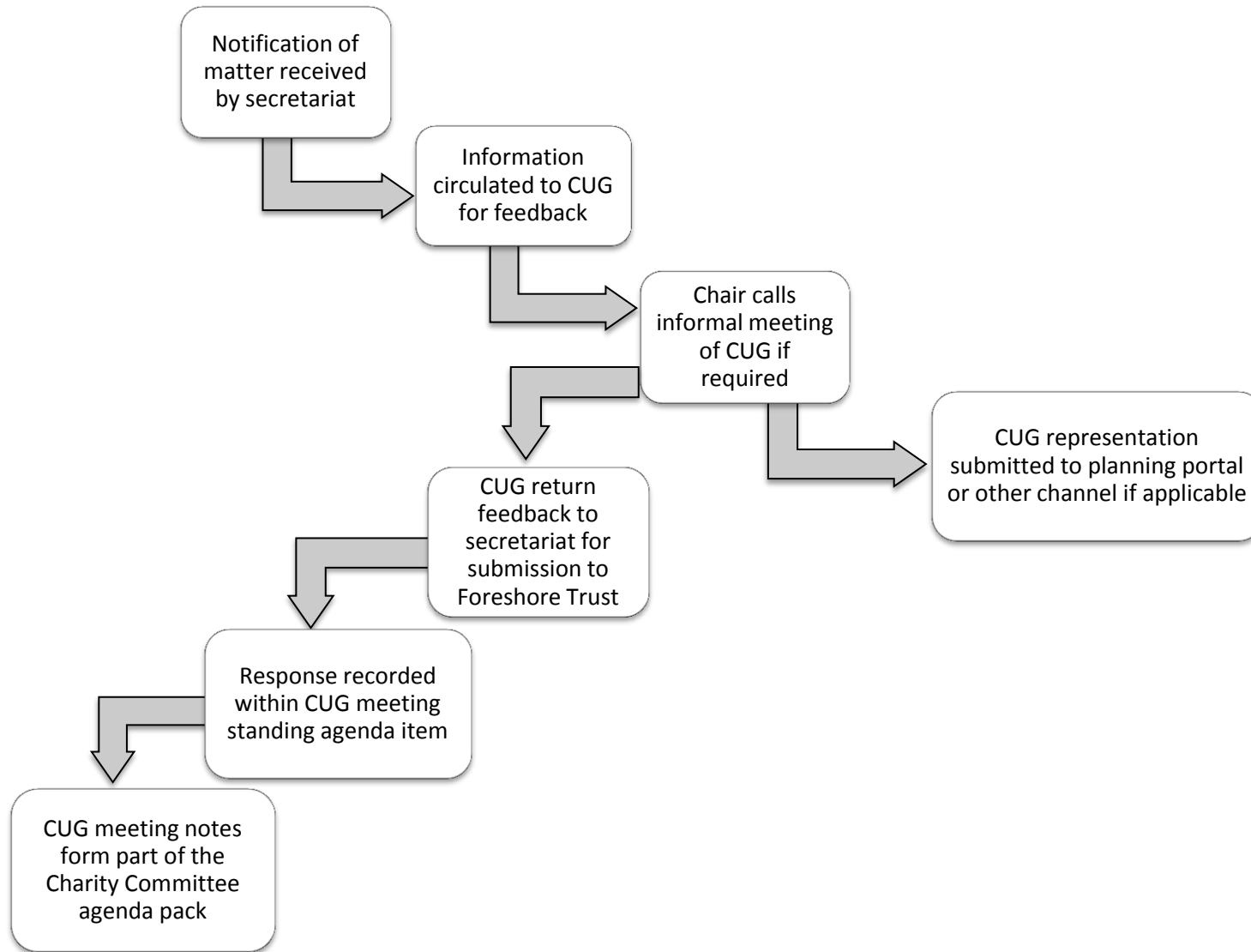
Distribution:

Hastings & St Leonards Coastal Users Group
Charity Committee

Appendix 1: Proposed engagement process on landlord consent issues



Appendix 2: Proposed engagement process on matters for CUG (i.e. planning applications)



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