

To all Members of the Council

8 December 2023

You are hereby summoned to attend a Meeting of Rother District Council to be held at the Town Hall, Bexhill-on-Sea on **Monday 18 December 2023** at 6:30pm, when it is proposed to transact the business stated below.

At 6:25pm, prior to the commencement of the meeting, you are invited to join the Chair in prayer which will be led by her Chaplain, the Dean of Battle, the Reverend Lee Duckett.

1. To approve as a correct record and to authorise the Chair to sign the Minutes of the Council meetings held on 18 September 2023.
2. To receive apologies for absence
3. Disclosure of Interest
To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.
4. To receive the Chair's communications.
5. To answer questions from members of the public, if any, in accordance with paragraph 10 of the Council Procedure Rules (*time limit 30 minutes).
6. To answer questions from Members of the Council, if any, in accordance with paragraph 11 of the Council Procedure Rules (*time limit 30 minutes).
7. To receive the report of the Cabinet on matters for determination by full Council at its meetings held on 9 October, 6 November and 11 December (if any), as under: (Pages 3 - 8)

9 October 2023

- Rother District Council Owned / Leased Accommodation Policies (CB23/29)
- The Regulation of Investigatory Powers Act 2000 (RIPA)(CB23/30)

6 November 2023

- Discharge of Homelessness Duty to a Suitable Private Rented Property Policy (CB23/39)
- Revenue Budget and Capital Programme Monitoring as at Quarter 2 - 2023/24 (CB23/40)

For details of the Council, it's elected representatives and meetings visit the Rother District Council Website www.rother.gov.uk

- Blackfriars Housing and Infrastructure Project (CB23/41)

11 December 2023 – to include:

- Climate Strategy 2023
- Street Naming and Numbering Policy
- Coronation Living Heritage Fund

8. To receive the report of the Audit and Standards Committee on matters for determination by full Council at its meetings held on 2 October and 4 December, as under: (Pages 9 - 14)

2 October 2023

- Risk Management Update (AS23/28)

4 December 2023

- Dispensation Policy (AS23/38)

9. To receive the report of the Licensing and General Purposes Committee on matters for determination by full Council at its meetings held on 27 November, as under: (Pages 15 - 50)

27 November 2023

- Polling Places Review (LG23/08)

10. To receive the report of the Chief Executive on the Waiver of six-month councillor attendance rule (section 85 Local Government Act 1972). (Pages 51 - 54)



Lorna Ford
Chief Executive

Town Hall
Bexhill-on-Sea
East Sussex, TN39 3JX

**Any supplementary verbal questions put will be audio recorded for ease of reproducing the minutes of the meeting*

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visit the Rother District Council Website www.rother.gov.uk**

Rother District Council

Report to	-	Council
Date	-	18 December 2023
Report of the	-	Cabinet
Subject	-	References from Cabinet Meetings

The Council is asked to consider recommendations arising from the Cabinet meetings held on 9 October, 6 November and 11 December (to follow) as set out below.

CABINET – 9 OCTOBER 2023**CB23/29. ROTHER DISTRICT COUNCIL OWNED/LEASED ACCOMMODATION POLICIES**

Cabinet received Minute OSC23/21 arising from the meeting of the Overview and Scrutiny Committee (OSC) held on 11 September 2023 that had considered a number of proposed Rother District Council owned / leased accommodation policies for implementation. Since becoming a Registered Social Landlord in 2020, the Council was required to have a suite of relevant policies in place to comply with Housing Ombudsman, Social Housing (Regulation) Act 2023 and the Council's duty as a landlord. The Council currently owned 33 units of accommodation with more being acquired. The Chair of the OSC confirmed that the OSC had considered the draft policies in detail and were happy to commend their adoption to Cabinet and Council.

RECOMMENDED: That the following Rother District Council Owned / Leased Accommodation Policies be approved and adopted, as submitted:

Unacceptable Behaviour Policy;
Anti-Social Behaviour Policy;
Recharge Policy;
Compensation Policy;
Domestic Abuse Policy; and
Window Restrictors Policy.

(Cabinet Agenda Item 6)

CB23/30. THE REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA)

Under the Regulation of Investigatory Powers Act 2000 (RIPA) (as amended by the Protection of Freedoms Act 2012), the Council was required to adopt a policy determining how officers carried out surveillance legally during investigations; the last Policy had been adopted in 2018. The Act provided a legal framework for authorising investigations in a manner consistent with obligations under the Human Rights Act 2000 where the investigation was for the purposes of preventing or detecting crime or for preventing disorder.

The RIPA and the associated statutory codes of practice determined how the Council should carry out surveillance, provided safeguards for the persons being investigated, the Council and officers. A draft policy was appended to the report at Appendix A for consideration and approval. It was noted that as it was now common practice for officers to carry out research using websites and social media, an additional policy was required, and this had been added as Appendix 2 to the RIPA Policy.

It was noted that the Council was also inspected every three years by the Investigatory Powers Commissioners Office and no major issues were identified during this year's inspection, with the next inspection due in 2026.

RECOMMENDED: That the revised Regulation of Investigatory Powers Policy be approved and adopted as submitted.

(Cabinet Agenda Item 10)

CABINET – 6 NOVEMBER 2023

CB23/39. DISCHARGE OF HOMELESSNESS DUTY TO A SUITABLE PRIVATE RENTED PROPERTY POLICY

Cabinet received Minute OSC23/29 arising from the meeting of the Overview and Scrutiny Committee held on 16 October 2023 that had considered a report on the proposed Discharge of Homelessness Duty to a Suitable Private Rented Property Policy. The Cabinet Portfolio Holder advised that the Policy regularised the processes that were already in place as part of the solution to combat homelessness. The Policy enabled the Council to make transparent offers of private sector tenancies to all households where a suitable property had been identified. The Private Sector Housing Team worked hard to secure suitable properties with reputable landlords each month.

RECOMMENDED: That the Discharge of Homelessness Duty to a Suitable Private Rented Property Policy be approved and adopted.

Cabinet also **RESOLVED:** That the Head of Housing and Regeneration be granted delegated authority to make any further changes that may be required to the Discharge of Homelessness Duty to a Suitable Private Rented Property Policy in the future.

(Cabinet Agenda Item 7)

CB23/40. REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING AS AT QUARTER 2 - 2023/24

Consideration was given to the report of the Interim Deputy Chief Executive on the Revenue Budget and Capital Programme Monitoring as of 30 September 2023. The Revenue Budget and Capital Programme statements were summarised in Appendices A and B respectively to the

report, together with the impact of the forecast on the Council's Reserves at Appendix C. The report also included a brief update on the Collection Fund performance.

The forecast outturn for the 2023/24 financial year, indicated a forecast deficit position of £2.961m at 31 March 2024, against a budgeted deficit of £2.221m which was a variance of £0.74m. The updated Medium Term Financial Strategy looked to address the financial position of the Council, considered elsewhere at this meeting (see Minute CB23/42 below).

The Revenue Budget forecast as at the 30 September 2023 indicated a deficit of £0.656m against the approved budgeted drawdown from Reserves of £2.045m resulting in a forecast reserve drawdown of £2.701m. The main reasons for the variations were detailed in the report, although it was noted and agreed that the descriptions of the main variances would be more explicit in future reports.

The Council's Net Financing Costs had reduced due to a review of several schemes within the Capital Programme to ensure deliverability of anticipated outcomes and affordability. As a result of the review, the anticipated borrowing had not been required and interest due to be paid was lower than expected by £471k. Interest income from investments was expected to yield an additional £730k, of which £530k was in respect of an increased focus on treasury management activity and higher interest rates since the budget was calculated and £200k due in interest on loans to the housing company.

The revised 2023/24 Capital Programme budgets had been derived from reviewing the project cashflows and assessing the expected position at this time. There were a number of additions to the Capital Programme including unexpected replacement boiler costs at the Town Hall; the refurbishment of five tennis courts at Egerton Park as part of grant acceptance conditions; potential payments in respect of contributions towards dilapidations at Rye Swimming Pool and Bexhill Leisure Centre and Pool; an additional Disabled Facilities Grant allocation and changes to the Changing Places Toilet schemes approved previously. The current budget for the Capital Programme's for the year was £28.4m, with the forecast outturn for the year as at Quarter 2 being £19.9m, a variance of (£8.5m) or 30% of the programme.

It was noted that the collection rate as at the 30 September 2023 for the Council Tax and Business Rate parts of the Collection Fund was 57.10% and 58.62% respectively of the collectable debit, which was 0.21% and 0.43% lower respectively than the corresponding figures in 2022/23. It was considered that the collection rates had held up well despite the squeeze on finances following the pandemic and the cost-of-living crisis, but a future decline in collection rates would have an adverse impact on the Council's income.

RECOMMENDED: That:

- 1) the scheme to meet the potential costs of the Council's contributions towards dilapidations to Rye Swimming Pool and Bexhill Leisure Centre and Pool at a forecast cost of £60k in

2024/25 and £50k in 2025/26, to be funded from capital receipts, be approved; and

- 2) the changes to the Capital Programme budget as follows be approved:
 - A new capital scheme be added to the capital programme in 2023/24 in respect of replacement boilers in administrative buildings, at a total cost of £95k, to be funded from revenue reserves.
 - An increase of £161k to the current capital programme scheme in 2023/24 in respect of Disabled Facilities Grants, funded from an additional grant allocation from Government (DLUHC).
 - Transfer of £53k from Pebsham toilets and £68.5k from Camber toilets/Camber Sands Welcome Centre (the latter subject to formal approval from the funding body) to a new scheme at Egerton Park toilets in 2023/24, in respect of a Changing Places Toilets scheme, to be funded from a Government (DLUHC) grant.
- 3) the acceptance of £128k revenue grant funding for Bexhill leisure pool and Rye swimming pool (subject to the notification of a formal offer) be approved.

Cabinet also **RESOLVED**: That the report be noted.

(Councillor Field declared a personal interest in this matter as an elected Member of East Sussex County Council and in accordance with the Code of Conduct remained in the room during the consideration thereof).

(Cabinet Agenda Item 9)

CB23/41. **BLACKFRIARS HOUSING AND INFRASTRUCTURE PROJECT**

Members considered the comprehensive report of the Director – Place and Climate Change which provided an update on the progress of the Blackfriars Infrastructure and Housing project and the latest financial position. The report also outlined some recommended amendments to the Shareholders Agreement between the Council and Rother District Council Housing Company Ltd (the Company) and the Company Articles of Association. The report demonstrated that positive progress had been made with the infrastructure scheme on this historically stalled site, however, the biggest risk to the project was the marginally viable status of the site, compounded by increased infrastructure costs and challenging market conditions.

At the time of reporting, the Company Board's approved housing delivery option of 130 affordable homes and 70 open market sale, was now not viable. This would leave no surplus available to help absorb the deficit on the infrastructure delivery or to manage the ongoing project risk of further cost increases.

Whilst the Company had considered various options to demonstrate a profit-making scheme required of a commercial entity, the only viable option to provide sufficient business justification to continue the housing project at this stage, was to formally submit a Financial Viability Assessment to Planning to determine the removal of the s106 planning obligation, with the view to delivering 100% open market sale. This enabled the Company to proceed with a scheme and to secure the necessary loan funding arrangements for continued business justification and to achieve the business aim of increasing supply of housing. The various options considered by the Company were detailed in the financial appraisal contained within confidential Appendix 5 to the report; Members did not go into confidential session to discuss the confidential Appendix.

It was noted that the option to sell the whole site to a registered provider for 100% affordable housing had been considered and ruled out as an unviable option but had not been included in the options appraisal; details of this option would be circulated separately to Members to demonstrate why it was not viable. It was further noted that if this option was viable, the Council would not lose nomination rights, however, many registered providers had curtailed their building programmes due to the current economic viability constraints.

The local Battle Members were disappointed that the affordable housing element had been removed and that this would not be a popular decision locally within Battle, where there was a real need for affordable homes. However, positively, it was noted that all the housing in the new scheme would be Energy Performance Certificate rated B and A, if economically viable.

Members were reassured that the delivery of an element of affordable housing on this site was still very much the intention of the Housing Company and that every effort possible would be made to achieve this at some point.

The Council and Company continued to work collaboratively to improve the overall financial performance of the project and the key activities and resources involved in this process were explored in detail in the report. It was noted that there was a need for an additional contingency of £1.1m for the delivery of the infrastructure, increasing the estimated cost reported to Members in July from £19.9m to £21.0m which represented a 5.5% contingency.

The Company had also undergone a review and refresh of previously agreed governance documents from 2018 and a small number of amendments had been agreed in principle, to incorporate in the Shareholder Agreement and Articles of Association, subject to Member approval. The changes had been reviewed by both the Company and Council's respective legal teams and were detailed at Appendices 1, 2 and 3 to the report.

Members were also advised that the Council and the Company were working on finalising a Working Capital Agreement and wider Development Funding Agreement with legal advisors and this provided a further opportunity to review and assess governance arrangements.

The Service Level Agreement was also in the process of being finalised and it was hoped that this could be agreed and signed off by both parties by the end of the year.

RECOMMENDED: That:

- 1) the updated capital budget requirement for the Blackfriars Infrastructure scheme of £21m be approved, to be funded as outlined within paragraph 15 of the exempt report (confidential exempt Appendix 5 to the report); and
- 2) the Council's Chief Executive be granted delegated authority in their capacity as the Company Shareholder Representative to finalise and agree the proposed amendments to Rother District Council Housing Company Ltd Articles of Association and Shareholder Agreement proposed in Appendices 2 and 3 to the report as submitted.

Cabinet also **RESOLVED** That:

- 3) the position in respect of the Service Level Agreement and Working Capital Agreement be noted; and
- 4) the recent Housing Company Board decision to apply to the Planning Committee for removal of the Section 106 planning obligation and to deliver 200 market homes and the potential impact this has on the scheme financing be noted.

(The Confidential Appendix in relation to this matter, as set out at Agenda Item 14 was considered exempt from publication by virtue of Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended).

(Councillor Coupar declared a personal interest in this matter as a Council appointed Director of Rother DC Housing Company and in accordance with the Code of Conduct remained in the room for the considered thereof).

(Councillor Thomas declared a personal interest in this matter as Chair of Rother DC Housing Company and in accordance with the Code of Conduct remained in the room for the considered thereof).

(Cabinet Agenda Item 12)

CABINET – 11 DECEMBER 2023 – TO FOLLOW

Councillor D.B. Oliver
Leader of the Council

Rother District Council

Report to	-	Council
Date	-	18 December 2023
Report of the	-	Audit and Standards Committee
Subject	-	Reference from the Audit and Standards Committee

The Council is asked to consider the recommendations arising from the Audit and Standards Committee meetings held on 2 October and 4 December 2023 as set out below.

AUDIT AND STANDARDS COMMITTEE – 2 October 2023

AS23/28. **RISK MANAGEMENT UPDATE**
(9)

Consideration was given to the report of the Corporate Programme, Risk and Improvement Manager that provided a position update on Risk Management processes and the key strategic risks currently facing the Council. It was essential that the Council adopted a strong approach to Risk Management to ensure good governance, especially given the current backdrop of significant financial pressures.

The new Risk Management Policy was approved by the Audit and Standards Committee in September 2022 and reviewed on an annual basis and the risk appetite statements within it revisited and amended each year (where appropriate) to ensure that they continued to meet the Council's requirements.

The Senior Leadership Team (SLT) had reviewed the Policy and recommended an amendment to a risk appetite (target) score and associated risk appetite statement as detailed in the report, as well as a change in responsibility of the Risk Management Coordinator from the Audit Manager to the Corporate Programme, Risk and Improvement Manager.

The Corporate Risk Register (CRR), attached at Appendix A to the report, had also been reviewed and updated by the Corporate Management Team (CMT). No changes to the format of the risk register had been made. Several existing risks had been amended as stated on the register and these were detailed in the report. Two new risks had been added to the register at numbers 17 and 18. Both these risks concerned partner organisations.

Service Plans had recently been introduced, which required all Heads of Service / Service Managers to record and monitor their operational risks in a risk register. The Service based risks were reviewed by the SLT and formed part of the new draft Performance Framework and would be monitored at the new Performance Boards, which Boards met quarterly to monitor all aspects of performance with a particular emphasis on risk.

Members had the opportunity to ask questions and the following points were noted during the discussions:

- Members recommended and agreed that the Senior Leadership Team (SLT) be requested to review Risk 12 (Environmental / Climate Change), to take into account information from the Environment Agency's work on sea defences and that contained within the Rye resilience programme;
- Members recommended and agreed that SLT be requested to review Risk 2 (Social) and consider splitting the risk into three separate areas: Temporary Accommodation, Affordable Housing and Housing List Reduction;
- the five-year housing land supply needed to be disassociated from Risk 2 as this was a planning issue;
- Risk 14 (Partnership / Contractual) needed to be considered in more depth to ascertain the detailed impact of the failure of a neighbouring authority or other partner and would be taken to the CMT;
- the Corporate Risk Register had become a much more dynamic and live document;
- the Council's Monitoring Officer would also be consulted on Risk 18 (Legal / Compliance and Partnership); and
- Members recommended and agreed that SLT be requested to consider expanding Risk 4 (Economic / Financial) to include the Capital Programme, as all Capital Projects were being reviewed to ascertain their viability.

RECOMMENDED: That the updated Risk Management Policy be approved and adopted;

The Committee also **RESOLVED:** That:

- 1) the Corporate Risk Register be noted; and
- 2) the Senior Leadership Team be requested to give consideration to separating Risk 2 (Social) into the three areas of Temporary Accommodation, Affordable Housing and Housing List Reduction, expanding Risk 4 (Economic / Financial) to include the Capital Programme and reviewing Risk 12 (Environmental / Climate Change).

(Councillor Thomas declared a personal interest in this matter as Chair of Rother DC Housing Company Ltd, and in accordance with the Members' Code of Conduct remained in the room during the consideration thereof).

(Audit and Standards Committee Agenda Item 9)

AUDIT AND STANDARDS COMMITTEE – 4 December 2023

AS23/38. DISPENSATION POLICY

(7)

Following the adoption of a new Code of Conduct (CoC) in May 2023, a Dispensation Policy (DP) was required as the provisions for granting

dispensations were not included within the new CoC. At present, the Monitoring Officer was able to grant councillors or co-opted councillors a dispensation from the restriction on speaking and/or voting at a formal Council meeting, if that person had a Disclosable Pecuniary Interest (DPI).

The proposed DP was detailed at Appendix 1 to the report, which included an additional clause that stipulated that no Member would be granted a dispensation to speak to and/or vote on any regulatory matter in which they had a DPI e.g. their own planning / licensing application etc.

Members were fully supportive of the proposed DP and recommended that it be formally approved and adopted and incorporated into the Council's Constitution at Part 5, Codes and Protocols. Members also recommended that the wording 'and details of any dispensations obtained' be added to the Disclosure of Interests item on all Council Agendas.

RECOMMENDED: That:

- 1) the proposed Dispensation Policy be approved and adopted [attached at Appendix A to this report] and incorporated into the Council's Constitution at Part 5, Codes and Protocols; and
- 2) the wording 'and details of any dispensations obtained' be added to the Disclosure of Interests item on all Council Agendas.

Councillor Brian Drayson
Chair, Audit and Standards Committee

Rother District Council

Dispensation Policy

1. Where a Member is prohibited from voting on or participating in discussions on matters in which they have a disclosable pecuniary interest or other registerable interest or non-registerable interest, a Member may on written notice to the Monitoring Officer (by letter or email) request the grant of a dispensation to permit them to participate in the voting or discussions on such matters. A proforma is attached for this purpose.
2. Any written notice given by a Member to the Monitoring Officer in accordance with paragraph 1 above must:
 - (a) Be given:
 - (i) At least five working days before a meeting at which the relevant matter falls to be discussed; or
 - (ii) At least 24 hours before a meeting at which the relevant matter falls to be discussed, exceptionally, where circumstances require, and at the absolute discretion of the Monitoring Officer.
 - (b) Provide details of the matter to be voted on or discussed at a meeting and the nature of the Member's interest in that matter;
 - (c) Specify the grounds on which the dispensation is applied for in accordance with paragraph 3 below;
 - (d) Specify whether a dispensation is requested for a single meeting or on an on-going basis (up to a maximum of four years).
3. A dispensation requested under paragraph 1 may be granted only if, after having regard to all relevant considerations, the Monitoring Officer is satisfied that one of the following grounds for the grant of dispensations applies:
 - (a) Without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business (quoracy); or
 - (b) Without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business (political balance); or
 - (c) Granting the dispensation is in the interests of persons living in the authority's area; or
 - (d) Without the dispensation, each Member of the authority's executive would be prohibited by Section 31(4) of the act from participating in any particular business to be transacted by the authority's executive; or

- (e) Considers that it is otherwise appropriate to grant a dispensation.
4. For the avoidance of doubt, a dispensation will not be granted to any Member to speak to and/or vote on any regulatory matter in which they have a Disclosable Pecuniary Interest, such as their own planning / licensing application.
 5. A dispensation granted in accordance with this policy must:
 - (a) Specify the period for which it is granted which must not exceed four years; and
 - (b) Specify whether the dispensation allows the Member to take part in discussions on and/or vote on the matter in which they have a disclosable pecuniary interests or other registerable interest or non-registerable interest.
 6. Any Member who has been granted a dispensation must declare the nature and existence of the dispensation before the commencement of any business to which the dispensation relates.
 7. A copy of the dispensation shall be kept with the Register of Members' Interests and reported to the next Audit and Standards Committee meeting which considered standards-related matters.

Rother District Council

Application for a Dispensation

Councillor:			
Date applied:		Date / Meeting required:	
State the details of the matter / and nature of your interest:			
Specify the grounds you believe apply:	<p>I believe I should be granted a dispensation on the following grounds (delete those that do not apply):</p> <ul style="list-style-type: none"> (a) Without the dispensation the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business (quoracy); or (b) Without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business (political balance); or (c) Granting the dispensation is in the interests of persons living in the authority's area; or (d) Without the dispensation each member of the authority's executive would be prohibited by Section 31(4) of the act from participating in any particular business to be transacted by the authority's executive; or (e) Considers that it is otherwise appropriate to grant a dispensation - give reasons here: 		
Period:	<p>I would like the dispensation to apply (please delete):</p> <ul style="list-style-type: none"> (a) For the whole term of my current office (maximum 4 years); OR (b) For the meeting stated above only. 		

Rother District Council

Report to	-	Council
Date	-	18 December 2023
Report of the	-	Licensing and General Purposes Committee
Subject	-	Reference from the Licensing and General Purposes Committee

The Council is asked to consider the recommendations arising from the Licensing and General Purposes Committee meeting held on 27 November 2023 as set out below.

LICENSING AND GENERAL PURPOSES COMMITTEE – 27 November 2023**LG23/08. REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2023**

Members received and considered the report of the Electoral Services Manager detailing the Council's statutory review of its polling districts and polling places.

The review considered the arrangements for polling districts and polling places at UK Parliamentary elections and thus covered the arrangements in place for the parts of Bexhill and Battle and the Hastings and Rye constituencies that fell within Rother. These arrangements remained in place for other elections. The review did not cover parliamentary, local government or parish boundaries, or the naming of these electoral areas, which were subject to a separate review process conducted by the Local Government Boundary Commission for England. The statutory criteria for a review of polling districts and polling places was attached at Appendix 1 to the report.

A total of 23 responses to the consultation were received, which were included in Appendix 2 to the report. Feedback from polling station staff and polling station inspectors had also been considered.

There were six changes to the existing polling places and polling stations that the Committee was asked to recommend, as detailed in Appendix 2 to the report.

Members had the opportunity to ask questions and the following points were noted:

- officers were aware of the redevelopment plans for St Barnabas Church, Bexhill and therefore the venue was not recommended to be designated as the permanent polling place for Bexhill Sackville at the current time;
- Westfield Community Hall could be considered, but officers had not been able to view and access its suitability as yet;
- Members raised concerns that, although complaints had not been received about the Church Room, St George's Church, Crowhurst, residents who were not of that religion might feel inhibited due to having to walk through the church. There was no legislation

preventing the use of a church as a polling place, but the Council tried to avoid it if possible and if complaints were received. As no complaints had been received, the needs of the area had been taken into account and the Church Room was considered to be a suitable venue;

- Crowhurst Village Hall had been considered as an alternative venue, but the school next door used it at lunchtimes and if used as a polling place, the school might have to close for the day;
- schools tended not to be used as polling places as the majority would not be able to remain open for the day, due to safeguarding concerns;
- the Bovis development in north Bexhill was to include a community pavilion and Members suggested that this could be considered as a polling place in the future;
- mobile venues could be considered but were not preferable, as they tended to cost more to hire, were not usually as accessible and did not have all the required facilities;
- designating the whole polling district as the polling place gave the flexibility to allow for an alternative venue to be used if one became available, without consultation; and
- often a venue in the centre of a rural polling district was not the focal point of the village and therefore not always the preferred option.

After some discussion, Members were happy to recommend to full Council that the Polling Scheme at Appendix 2 to the report be approved and that the Chief Executive's current delegated authority, as detailed in the report, should continue.

RECOMMENDED: That:

- 1) the Polling Scheme in Appendix A be approved; and
- 2) the Chief Executive's current delegated authority to agree necessary changes of polling place after consultation with the Chair of the Licensing and General Purposes Committee, relevant District Ward Member(s), County Council Member and Parish Council should continue. Should any of the consultees not agree the proposed change, the decision to be brought to the Licensing and General Purposes Committee and full Council for determination.

(Councillor Timpe declared a Personal Interest in this matter as she was involved with the Manor Barn, Bexhill and in accordance with the Members' Code of Conduct remained in the meeting during the consideration thereof).

Councillor Richard Thomas
Chair, Licensing and General Purposes Committee

Rother District Council – Review of Polling Districts and Polling Places 2023

Current Polling Scheme with Proposals

Bexhill Central District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHCE1	Beulah Baptist Church Hall, Buckhurst Road, Bexhill-on-Sea, TN40 1QA	2,099	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BHCE2	St Paul's Free Church Room, 67 Wickham Avenue, Bexhill-on-Sea, TN39 3ES	2,103	1	<ul style="list-style-type: none"> The current polling place is not considered ideal, as it is located at the border of the polling district. However, the previous polling place, Sackville Road Methodist Church, is no longer available for use, and we have been unable to identify any other suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> Please consider 9th Bexhill Scout Hall in Wainwright Road. <p>Reasons given are in your own words regarding St Pauls, "The current polling place is not considered ideal, as it is located at the border of the polling district. However, the previous polling place, Sackville Road Methodist Church, is no longer available for use, and we have been unable to identify any other suitable alternatives within the polling district.</p> <p>Beulah Baptist Church. This site is about to undergo a complete rebuild and may not be available when required.</p>

				<p>9th Bexhill Hall is within Central ward has accessible facilities as well as ample parking in the car park next door. Whilst also having welfare facilities available to staff throughout the day.</p> <ul style="list-style-type: none"> • I must declare and interest as I am Chair of 9th Bexhill Scout Group.” – Councillor Paul Plim, Bexhill Town Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • 9th Bexhill Scout Hall was considered, however it is outside of BHCE2 polling district. Therefore, no changes proposed.
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Bexhill Collington District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHCO1	St Augustine's Church Hall, St Augustine's Close, Bexhill-on-Sea, TN39 3AZ	1,429	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “The above site is very well suited as there is enough (free) parking as well as nearby bus stops. The facilities inside are light, clean and spacious.” – Member of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHCO2	Cooden Beach Sports & Social Club, 9 Withyham Road, Bexhill-on-Sea, TN39 9BD	1,209	1	<ul style="list-style-type: none"> • Combined polling place with BHSM3. • The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHCO3	Bexhill Amateur Athletic Club, Little Common Road, Bexhill-on-Sea, TN39 4HU	1,269	1	<ul style="list-style-type: none"> • Combined polling place with BHKE1. • The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Bexhill Kewhurst District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHKE1	Bexhill Amateur Athletic Club, Little Common Road, Bexhill-on-Sea, TN39 4HU	1,539	1	<ul style="list-style-type: none"> • Combined polling place with BHCO3. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHKE2	Bexhill Leisure Centre, Down Road, Bexhill-on-Sea, TN39 4HS	1,224	1	<ul style="list-style-type: none"> • Combined polling place with BHSS1 and BHSS2. • The current polling place is not in the polling district. However, the previous polling place, St Stephen’s Church Hall, is no longer available for use, and we have been unable to identify any other suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “We live in St. Marks Close Little Common, which is immediately adjacent St. Marks Hall Polling Station BHKE2. However in recent years we and other residents have been forced to travel to remote polling stations i.e. St. Stephens and now the Leisure Centre. This makes absolutely no sense when you look at the maps. There are many elderly residents in St. Marks Close who do not drive. It seems senseless to force residents to drive past an ideal location using petrol on increasingly congested roads and to the detriment of the environment.” – Member of the public • “Rother Review of Bexhill Polling Stations (ends 13 November). IV reported that as part of this review it had become apparent that ideally another polling station needs to be found within the area of St. Stephens and Kewhurst Wards that used to use St. Stephen’s church hall as its polling station. It appears that this church hall is no longer available for this purpose. RT agreed to try and

				<p>find out why. (RT). Committee members will try and think of another venue that would be suitable if required. It was agreed that Bexhill Leisure Centre which was used for last May's election worked well." – Bexhill and Battle Liberal Democrats</p> <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • It is proposed that the whole polling district is designated as the polling place to allow for an alternative venue to be used if one becomes available.
BHKE3	St Martha's Church Hall, Cooden Sea Road, Bexhill-on-Sea, TN39 4SL	1,208	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Bexhill Old Town & Worsham District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHOL1	St Peters Community Centre, Church Street, Bexhill-on-Sea, TN40 2HE	1,387	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “I live literally next door to my local polling station, and for many years was allowed to vote there. Until the boundary change. Then my new polling station was half a mile away. Why are we not allowed to use our nearest one, who decides on the boundaries, surely you should go to the nearest one? Very unfair on those whose mobility isn't great.” – Member of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHOL2	Christchurch Methodist Church Hall, Springfield Road, Bexhill-on-Sea, TN40 2BX	1,838	1	<ul style="list-style-type: none"> • Combined polling place with BHSS3. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Bexhill Pebsham & St Michaels District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHPE1	St Michael’s Church Hall, Glassenbury Drive, Bexhill-on-Sea, TN40 2NY	1,341	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BHPE2	Pebsham Community Centre, 70 Seabourne Road, Bexhill-on-Sea, TN40 2SW	1,353	1	<ul style="list-style-type: none"> Combined polling place with BHPE3. No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BHPE3	Pebsham Community Centre, 70 Seabourne Road, Bexhill-on-Sea, TN40 2SW	1,243	1	<ul style="list-style-type: none"> Combined polling place with BHPE3. The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.

Additional Comments for Bexhill Pebsham & St Michaels

“I get complaints from residents in Furnells Walk off Pebsham Lane 200 voters that they can’t vote at Pebsham community hub at county elections but have to go to Springfield Rd polling station when Pebsham polling station so close to them. Might increase turnout if they went to Pebsham. Also the only access to their estate is via Pebsham seems odd to me.” – Councillor Charles Clark, Rother District Council

Bexhill Sackville District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHSA1	Manor Barn, De La Warr Road, Bexhill-on-Sea, TN40 2JA	1,845	1	<ul style="list-style-type: none"> • Combined polling place with BHSA2. • The previous polling place, St Mary Magdalene’s Church Hall, is considered preferable due to its location. However, it is currently unavailable due to repair works, with no estimated re-opening date. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “We have been resident in Bexhill-On-Sea since 8 March 2021 and have cast our votes at both Manor Barn and St Mary’s Magdalene polling places. We both agree Manor Barn is the better location being light and airy with the added benefit of disabled access and nearby off-road public parking. Thank you for the opportunity to add our comment.” – Members of the public • “I live in the Sackville Road ward bsha1. I am disabled, unable to walk very far, have difficulty in balance, have difficulty with steps and uneven ground. Last time I went to vote it was at manor barn, which in my opinion is a totally unsuitable venue to use as a voting station. I had to drive there on my scooter, which is fair enough, but when I got near to the door of the venue, the only place to park near the door was on the grass, which isn't ideal. Luckily my wife was with me, otherwise I would not have been able to get over the hurdle of the door threshold, which is quite high, I then had to go down a ramp covering a couple of stairs, which seemed quite flimsy, on eventually reaching the desk, I noticed that all the polling booths were at the other end of the room, and so once I had registered, I had to walk alone, about 15

				<p>meters across the not very flat floor to the station , vote and then walk back.</p> <p>The whole thing was for me felt like an accident waiting to happen. As I left I heard a couple of other older people complaining, saying how difficult it had been.</p> <p>I got home and wrote to the independent councillors of our ward complaining, and they agreed, that they needed to find a new venue.</p> <p>Unfortunately I do not know of anywhere that would be suitable, but if you would like someone to road test a new venue, I would be more than willing, health allowing.” – Member of the public</p> <ul style="list-style-type: none"> • “I would like to take this opportunity to comment on the last polling arrangements for Sackville Ward in Bexhill on Sea. <p>The polling station was moved from St Mary Magdalen’s Church in Sea Road to Manor Barn, De La Warr Road. This is, in my opinion, an entirely unsuitable venue due to its location and I cannot understand why it was chosen. It is right on the outskirts of this ward, a very long way from the other sides of the ward, and very difficult to get to by foot for a lot of people due to the distance and a walk up a very steep hill. As far as I am aware there was no vehicular arrangements made for voters to get to Manor Barn from the sea front or the centre of town or any other part of the ward.</p> <p>There were arrangements made for parking in the Manor Barn Car Park for voters without having to pay. However this was not sufficiently publicised and virtually no one knew about it. It also does not alter the fact that many residents were simply unable to get there.</p> <p>I would therefore request that any future elections are moved back to St Mary Magdalen, or another venue in a more central location, that voters of all ages and mobile abilities are able to get to.” – Member of the public</p>
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				<ul style="list-style-type: none"> “It seems we must have the Manor Barn for the polling station. As it is not very convenient for most of the ward could we at least have cessation of paid parking at the venue on polling day. This would encourage those that might need to drive to vote. It is uphill for most so some might not be able to walk there.” – Member of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> St Barnabas Church in Sea Road has been identified as a suitable alternative, and it has been agreed to use the venue at an upcoming parish by-election. It is proposed that the whole polling district is designated as the polling place, to allow for the use of St Barnabas Church again, if it is deemed to be satisfactory, or alternatively for St Mary Magdalene’s Church Hall to be used again if it becomes available again in the future.
BHSA2	Manor Barn, De La Warr Road, Bexhill-on-Sea, TN40 2JA	2,202	1	<ul style="list-style-type: none"> Combined polling place with BHSA1. The previous polling place, St Mary Magdalene’s Church Hall, is considered preferable due to its location. However, it is currently unavailable due to repair works, with no estimated re-opening date. Additionally, neither venue is in the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> “I am resident in Sackville ward. At the last election I struggled to get to Manor Barn to vote. I have difficulty walking distances and especially uphill walking. So Manor Barn is a very bad venue for me. If you have to use it again perhaps you could offer time limited free car parking in the Manor Barn Car Park. Is there a reason why St Barnabas Church in Sea Road isn't used? That's much easier for me to walk to.” – Member of the public “For so many people, especially the elderly and disabled living nearer the sea front of Bexhill, Manor Barn is a very

				<p>inconvenient venue and we can't understand why the voting station was moved from St Mary Magdalen's church. What was the perceived benefit of such a change?</p> <p>We would like to suggest that voting be moved back to somewhere more central to the ward and not on the top edge. If St Mary Magdalen's church is no longer available, would somewhere like St Barnabas be possible as the area around it is flat and it is easily accessible? Also, St Barnabas is aiming to become much more of a community hub and is a well-known venue locally." – Members of the public</p> <ul style="list-style-type: none"> • "We wish to add our comments to the polling station review. As pensioners without a car who live at the Galley Hill end of Cantelupe road, we found that having to go to the old town to vote was quite a trek. From our point of view St Barnabas Church on sea road is much more accessible and is actually in our polling area, unlike Manor Barn. It may not sound far but it is 4 buses to get to and from where we are to Manor barn and back. And as the community bus only goes 3 times a day you can see the difficulties. There are many people who live here near the seafront in the same position, without transport and who are elderly." – Members of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • St Barnabas Church in Sea Road has been identified as a suitable alternative, and it has been agreed to use the venue at an upcoming parish by-election. It is proposed that the whole polling district is designated as the polling place, to allow for the use of St Barnabas Church again, if it is deemed to be satisfactory, or alternatively for St Mary Magdalene's Church Hall to be used again if it becomes available again in the future.
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Bexhill Sidley District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHS11	Sidley Freedom Church, Claremont Road, Bexhill-on-Sea, TN39 5BX	2,510	1	<ul style="list-style-type: none"> • Combined polling place with BHS12. • The previous polling place, All Saints Community Hall, is no longer available. Sidley Freedom Church was used a polling place at the most recent elections, however it is not in the polling district. We have investigated alternative venues but have not been able to identify a suitable alternative in the polling district that is available. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • It is proposed that the whole polling district is designated as the polling place, to allow for an alternative venue to be used if one becomes available.
BHS12	Sidley Freedom Church, Claremont Road, Bexhill-on-Sea, TN39 5BX	1,740	1	<ul style="list-style-type: none"> • Combined polling place with BHS11. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Bexhill St Marks District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHSM1	St Marks Church Hall, Green Lane, Bexhill-on-Sea, TN39 4BZ	1,601	1	<ul style="list-style-type: none"> • Combined polling place with BHSM2. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHSM2	St Marks Church Hall, Green Lane, Bexhill-on-Sea, TN39 4BZ	1,531	1	<ul style="list-style-type: none"> • Combined polling place with BHSM1. • The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BHSM3	Cooden Beach Sports & Social Club, 9 Withyham Road, Bexhill-on-Sea, TN39 9BD	824	1	<ul style="list-style-type: none"> • Combined polling place with BHSM2. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “I now have a postal vote but please could you check that my polling station is now accessible for wheelchairs - it used not to be.” – Member of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • Cooden Beach Sports & Social Club have confirmed that they have suitable disabled access. No changes proposed.
BHSM4	Normans Bay Caravan Park, Normans Bay, Pevensey, BN24 6PS	146	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Bexhill St Stephens District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BHSS1	Bexhill Leisure Centre, Down Road, Bexhill-on-Sea, TN39 4HS	1,020	1	<ul style="list-style-type: none"> • Combined polling place with BHKE2 and BHSS2. • The current polling place is not in the polling district. However, the previous polling place, St Stephen’s Church Hall, is no longer available for use, and we have been unable to identify any other suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “Rother Review of Bexhill Polling Stations (ends 13 November). IV reported that as part of this review it had become apparent that ideally another polling station needs to be found within the area of St. Stephens and Kewhurst Wards that used to use St. Stephen’s church hall as its polling station. It appears that this church hall is no longer available for this purpose. RT agreed to try and find out why. (RT). Committee members will try and think of another venue that would be suitable if required. It was agreed that Bexhill Leisure Centre which was used for last May’s election worked well.” – Bexhill and Battle Liberal Democrats <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • It is proposed that the whole polling district is designated as the polling place to allow for an alternative venue to be used if one becomes available.
BHSS2	Bexhill Leisure Centre, Down Road, Bexhill-on-Sea, TN39 4HS	1,813	1	<ul style="list-style-type: none"> • Combined polling place with BHKE2 and BHSS2. • The current polling place is not considered ideal, as it is located at the border of the polling district. However, the previous polling place, St Stephen’s Church Hall, is no longer available for use, and we have been unable to identify any other suitable alternatives within the polling district. <p><u>Other comments received:</u></p>

				<ul style="list-style-type: none"> • “Rother Review of Bexhill Polling Stations (ends 13 November). IV reported that as part of this review it had become apparent that ideally another polling station needs to be found within the area of St. Stephens and Kewhurst Wards that used to use St. Stephen’s church hall as its polling station. It appears that this church hall is no longer available for this purpose. RT agreed to try and find out why. (RT). Committee members will try and think of another venue that would be suitable if required. It was agreed that Bexhill Leisure Centre which was used for last May’s election worked well.” – Bexhill and Battle Liberal Democrats <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • It is proposed that the whole polling district is designated as the polling place to allow for an alternative venue to be used if one becomes available.
BHSS3	Christchurch Methodist Church Hall, Springfield Road, Bexhill-on-Sea, TN40 2BX	1,104	1	<ul style="list-style-type: none"> • Combined polling place with BHOL2. • The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Brede & Udimore District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BRE	Brede Village Hall, Cackle Street, Brede, TN31 6DX	1,498	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
UDI	St Mary's Community Hall, Udimore, TN31 6BB	302	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Burwash & the Weald District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BRI	Brightling Village Hall, Brightling, TN32 5HH	284	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BUR1	Burwash Village Hall, High Street, Burwash, TN19 7HA	1,426	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BUR2	Burwash Common Pavilion, Burwash Common, TN19 7NA	739	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
ETC	Etchingam Village Hall, Parsonage Croft, TN19 7BY	686	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
MOU	Mountfield Village Hall, Church Road, Mountfield, TN32 5LG	427	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.

Additional Comments for Burwash & The Weald

- “As one of the 2 Ward Councillors. I write to confirm that the existing arrangements are wholly satisfactory. I have never heard a single complaint.” – Councillor John Barnes, Rother District Councillor

Catsfield & Crowhurst District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
ASH	Ashburnham Village Hall, Brownbread Street, Ashburnham, TN33 9NX	285	1	<ul style="list-style-type: none"> • Combined polling place with PEN. • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
CAT	Hermon Cottage, Catsfield Village Hall, Church Road, Catsfield, TN33 9DP	715	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
CRO	St George’s Church Parish Room, Forwood Lane, Crowhurst, TN33 9AJ	645	1	<ul style="list-style-type: none"> • The current polling place is not considered ideal, as it located away from the street along a lengthy pathway. However, we are not aware of any suitable alternatives within the polling district that are available for use. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “The church which is currently used as a polling venue in Crowhurst is dark, damp and has limited parking. The Village Hall used to be used but we understand that it is used by the school and no longer available. We wondered if the Christian Healing Centre located at The Old Rectory, Forewood Ln, Crowhurst, Battle TN33 9AD has been approached as an alternative venue – plenty of parking, ease of accessibility etc.” – Crowhurst Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • Christian Healing Centre have been contacted, but they have advised they the venue would not be available for use. Therefore, no changes are proposed.

DAL	Dallington Old School Village Hall, The Street, Dallington, TN21 9NH	256	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
PEN	Ashburnham Village Hall, Brownbread Street, Ashburnham, TN33 9NX	40	1	<ul style="list-style-type: none"> Combined polling place with ASH. The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.

Eastern Rother District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
CAM	Camber Memorial Hall, Lydd Road, Camber, TN31 7RJ	865	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
EAS	Salts Farm Shop & Café, East Guildford, TN31 7PA	58	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
ICRH1	Rye Harbour Village Hall, Harbour Road, Rye Harbour, TN31 7TR	311	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> “Icklesham Parish Council are supportive of the proposals for Icklesham Parish (no changes).” – Icklesham Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
ICRH2	Winchelsea Beach Community Hall, Sea Road, Winchelsea Beach, TN36 4NA	703	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> “Icklesham Parish Council are supportive of the proposals for Icklesham Parish (no changes).” – Icklesham Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
IDE	Iden Village Hall, Iden, TN31 7XE	396	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.

PEA	Peasmarsh Memorial Hall, Mains Street, Peasmarsh, TN31 6YA	963	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
PLA	Playden W.I. Hall, Hughton Green Lane, Playden, TN31 7PL	219		<ul style="list-style-type: none"> Combined polling place with RYF. No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
RYF	Playden W.I. Hall, Hughton Green Lane, Playden, TN31 7PL	293	1	<ul style="list-style-type: none"> Combined polling place with PLA. The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> “You state within the document 'Current Polling Scheme with Proposals' that for Rye Foreign polling district that no suitable alternative within the ward could be identified. I wondered whether you had considered asking those responsible for running the 'Hub on Rye Hill', Kiln Drive, TN31 7SQ. These premises are within the Rye Foreign Ward, allowing easy access on foot for a lot of the ward residents, with adequate and appropriate parking for those less able to walk.” – Member of the public <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> Hub on Rye Hill is currently under consideration as a possible polling station venue. It is proposed that the whole polling district is designated the polling place to allow for Hub on Rye Hill to be used if it is deemed to be suitable.

Hurst Green & Ticehurst District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
HUR	Hurst Green Village Hall, 21 Station Road, Hurst Green, TN19 7PL	1,164	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
TCST	Stonegate Village Hall, Forge Field, Stonegate, TN6 7ED	390	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
TCTC	Ticehurst Village Hall, High Street, Ticehurst, TN5 7BB	1,956	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
TCFL	The whole polling district (Flimwell Playing Field Pavilion was the polling station at the most recent elections)	641	1	<ul style="list-style-type: none"> The previous polling place was Flimwell Playing Field Pavilion. However, the whole polling district was designated as the polling place at the last polling review in 2019, as the new Flimwell Village Hall was under construction and nearing completion. Flimwell Village Hall is now available for hire and is considered suitable for use. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> It is proposed that Flimwell Village Hall is designated the polling place.

North Battle, Netherfield & Whatlington District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BANE	Netherfield Village Hall, Netherfield Road, Netherfield, TN33 9QB	638	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BAWO1	Battle Baptist Church, Mount Street, Battle, TN33 0EG	1,583	1	<ul style="list-style-type: none"> Combined polling place with BAWO2. The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BAWO2	Battle Baptist Church, Mount Street, Battle, TN33 0EG	1,382	1	<ul style="list-style-type: none"> Combined polling place with BAWO1. No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
WHA	Whatlington Village Hall, Whatlington, TN33 0NE	261	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.

Additional Comments for North Battle, Netherfield & Whatlington

- “The polling places in Battle work well and I would not support change. Residents know where to go. I would support a name change to Battle North etc and Battle South.” – Councillor Kathryn Field, Rother District Council
- “The polling stations in Battle and Netherfield work well with parking and the opportunity to access both on foot. If there was a need to make savings and it was within legal requirements possibly the polling station at Whatlington could be moved to

join Battle. Most people have to drive to the Whatlington polling station but moving it to Battle might discourage voting. I expect residents would support keeping the polling station in Whatlington if there was a consultation.” – Councillor Sue Burton, Rother District Council

- “Battle Town Council has no comment to make on this review.” – Battle Town Council

Northern Rother District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BEC	Beckley Village Centre, Main Street, Beckley, TN31 6RL	933	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
BOD	Bodiam Parish Room, Sandhurst Road, Bodiam, TN32 5UJ	299	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
EWH1	The Arthur Herdman Pavilion, Ewhurst Green, TN32 5TB	229	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “Ewhurst Parish Council supports the recommendation that the status quo applies for Ewhurst – ie polling district unchanged and Staplecross Village Hall and the Arthur Herdman Pavilion (Ewhurst Green) continuing to be used as polling stations.” – Ewhurst Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
EWH2	Ewhurst and Staplecross Village Hall, Northiam Road, Staplecross, TN32 5QG	764	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “Ewhurst Parish Council supports the recommendation that the status quo applies for Ewhurst – ie polling district unchanged and Staplecross Village Hall and the Arthur Herdman Pavilion (Ewhurst Green) continuing to be used as polling stations.” – Ewhurst Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

NOR	Northiam Village Hall, Frewen Close, Northiam, TN31 6RA	1,841	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
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Robertsbridge District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
SAL	Robertsbridge Village Hall, 11-23 Station Road, Robertsbridge, TN32 5DA	2,023	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Rye & Winchelsea District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
RYE1	Tilling Green Community Centre, Mason Road, Rye, TN31 7BE	1,683	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
RYE2	Rye Community Centre, Conduit Hill, Rye, TN31 7LE	1,866	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
ICWI	Winchelsea New Hall, Rectory Lane, Winchelsea, TN36 4EY	362	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “Icklesham Parish Council are supportive of the proposals for Icklesham Parish (no changes).” – Icklesham Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Sedlescombe & Westfield District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
GSTO	Three Oaks Village Hall, Butchers Lane, Three Oaks, TN35 4NG	713	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
SED	Sedlescombe Village Hall, Church Hill, Sedlescombe, TN33 0QW	1,225	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
WFWF	Westfield Church Hall, Vicarage Lane, Westfield, TN35 4SD	1,729	1	<ul style="list-style-type: none"> • Combined polling place with WFWL. • The current polling place is not considered ideal, as it located away from the street along a steep pathway. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
WFWL	Westfield Church Hall, Vicarage Lane, Westfield, TN35 4SD	316	1	<ul style="list-style-type: none"> • Combined polling place with WFWF. • The current polling place is not in the polling district. However, we are not aware of any suitable alternatives within the polling district. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • It is proposed that the whole polling district is designated as the polling place to allow for an alternative venue to be used if one becomes available.

WFKS	Claverton Country House Hotel, Bluemans Lane, Westfield, TN33 0SE	257	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
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South Battle & Telham District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
BAMA	The Emmanuel Centre, Harrier Lane, Battle, TN33 0FL	1,283	1	<ul style="list-style-type: none"> No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> No changes proposed.
BATE	The whole polling district (The Emmanuel Centre was the polling station at the most recent elections)	444	1	<ul style="list-style-type: none"> The Emmanuel Centre was the polling place at the most recent elections, as the previous venue, Wilmoths Garage, was no longer available for use. The Emmanuel Centre is not in the polling district, however we are not aware of a more suitable alternative that is available for use. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> See below. <p><u>RecommendationL</u></p> <ul style="list-style-type: none"> It is therefore proposed that the whole polling district continue to be designated as the polling place to allow for a suitable alternative to be used, should one become available.

Additional Comments for South Battle & Telham

<ul style="list-style-type: none"> “The polling places in Battle work well and I would not support change. Residents know where to go. I would support a name change to Battle North etc and Battle South.” – Councillor Kathryn Field, Rother District Council
<ul style="list-style-type: none"> “The polling stations in Battle and Netherfield work well with parking and the opportunity to access both on foot. If there was a need to make savings and it was within legal requirements possibly the polling station at Whatlington could be moved to join Battle. Most people have to drive to the Whatlington polling station but moving it to Battle might discourage voting. I expect residents would support keeping the polling station in Whatlington if there was a consultation.” – Councillor Sue Burton, Rother District Council
<ul style="list-style-type: none"> “Battle Town Council has no comment to make on this review.” – Battle Town Council

Southern Rother District Ward

Current Polling District	Current Polling Place	Electorate	Number of Polling Stations	Comments and Proposals
FAI	Fairlight Village Hall, Fairlight, TN35 4DS	1,538	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
GSGG	Guestling Village Hall, Guestling, TN35 4HS	500	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
ICIC	Icklesham Memorial Hall, Workhouse Lane, Icklesham, TN36 4BJ	792	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • “Icklesham Parish Council are supportive of the proposals for Icklesham Parish (no changes).” – Icklesham Parish Council <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.
PET	Pett Village Hall, Pett Road, Pett, TN35 4HD	712	1	<ul style="list-style-type: none"> • No issues identified with polling place. <p><u>Other comments received:</u></p> <ul style="list-style-type: none"> • None. <p><u>Recommendation:</u></p> <ul style="list-style-type: none"> • No changes proposed.

Additional Comments:

“Dear Lorna

Review of Polling Districts and Polling Places - Hastings & Rye parliamentary constituency

Thank you for the recent letter from your Electoral Services Manager, Richard Adams. This invited me, as the (Acting) Returning Officer of Hastings & Rye parliamentary constituency, to comment on your current review of polling districts and polling places.

I have reviewed the consultation documentation received and fully support the proposals made by Rother District Council, in relation to the Rye part of the constituency. I also note that the constituency boundaries within the Rother area will change for Hastings & Rye following the completion of the Boundary Commission for England’s recent review.

It is vitally important to focus on access for all electors, including those with disabilities. We should always strive to ensure that polling stations are fully accessible, but realise this is not always possible, given the limited numbers of venues within an area. This is certainly a challenge in the Hastings part of the constituency. Nevertheless, I feel we should continue to aspire to make our polling stations as accessible as possible.

In addition, and while I fully support your proposals, my previous electoral experience suggests that further changes to polling stations will sometimes be forced upon us, when current locations are no longer available. Similarly, new locations may become available from time to time and present opportunities to improve access and/or facilities. I hope it will be possible to take full advantage of these opportunities.

Thank you again for allowing me to make representations, and I wish a successful conclusion to your review.”

- Jane Hartnell, (Acting) Returning Officer, Hastings & Rye Constituency

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Rother District Council

Report to	-	Council
Date	-	18 December 2023
Report of the	-	Chief Executive
Subject	-	Waiver of six-month Councillor Attendance Rule (Section 85 Local Government Act 1972)

Recommendation: It be **RESOLVED:** That:

- 1) Councillor Prochak be granted a waiver in accordance with Section 85 (1) of the Local Government Act 1972 on the grounds of ill-health from the date of her last attendance at a formal committee meeting;
 - 2) the change to Cabinet, Deputy Leader of the Council and Committee Membership be noted; and
 - 3) the arrangements for the outside bodies to which Councillor Prochak is appointed be noted, as detailed within the report.
-

Introduction

1. Section 85 (1) of the Local Government Act 1972 requires a Member of a Local Authority to attend at least one meeting of that Authority within a six-month consecutive period, in order to avoid being disqualified as a Councillor. This requirement can be waived, and the time limit extended if any failure to attend is due to a reason approved by the Authority, in advance of the six-month period expiring.
2. A request to waive this requirement has been received from Councillor Prochak on the grounds of ill-health. Councillor Prochak is the Council's longest serving Councillor having first been elected in May 1987 and is currently Deputy Leader of the Council and District Ward Member for Robertsbridge. Councillor Prochak has confirmed that she will waive her entitlement to receive all allowances during her period of absence.
3. The last formal meeting Councillor Prochak attended at the time of writing this report was 6 November 2023.

Background

4. Section 85 (1) of the Local Government Act 1972 states that "if a Member of a Local Authority fails, throughout a period of six consecutive months from the date of their last attendance, to attend any meeting of the Authority they will, unless the failure was due to some good reason approved by the Authority before the expiry of that period, cease to be a Member of the Authority."
5. Attendance can be in person or remote at any committee or sub-committee, or any joint committee, joint board or other body where the functions of the

Authority are discharged or who were appointed to advise the Authority on any matter relating to the discharge of their functions.

6. Following the introduction of formal hybrid meetings, this authority has determined that remote attendance at a formal hybrid meeting of the authority counts as attendance for the purposes of Section 85 (1) of the Local Government Act 1972. Whilst remote participants are unable to vote, the requirement to attend any meeting of the authority where functions of the authority are discharged, requires the Member attending to merely be present and not necessarily have a vote. The inclusion of remote attendance for these purposes is therefore considered acceptable.

Legal Implications

7. Section 85 (1) of the Local Government Act 1972 enables a Local Authority to approve the reason(s) for non-attendance of a Member at any meeting of the Authority throughout a period of six consecutive months, provided that approval is given by the Authority before the expiry of the six-month period.
8. Once any councillor loses office, through failure to attend for the six-month period, the disqualification cannot be overcome by the Councillor subsequently resuming attendance nor can retrospective approval of the Council be sought for an extension in time.

Consequential Matters

Cabinet Membership / Deputy Leader of the Council

9. The Leader of the Council has confirmed that with effect from 19 December 2023, Councillor Prochak will be replaced by Councillor Teresa Killeen, as a Cabinet Member and be assigned the Cabinet Portfolio for Planning, as well as Member Training Champion and all associated duties, including Chair of the Local Plan Working Party and Community Infrastructure Levy Allocations Panel.
10. The Leader of the Council has confirmed that with effect from 19 December 2023 Councillor Field will be assigned as the second Deputy Leader of the Council, alongside Councillor Bayliss.

Committees

11. As a Cabinet Member, Councillor Killeen is no longer able to remain a member of the Overview and Scrutiny Committee. In accordance with Council Procedure Rule 5.3, the named Liberal Democrat Substitute (Councillor Pearce) will attend meetings of the Overview and Scrutiny Committee during this period.
12. Whilst it is recognised that it is not good practice for the Cabinet Portfolio Holder for Planning to be a substantive Member of the Planning Committee, it is not possible to replace Councillor Killeen at this time. Councillor Killeen will therefore remain on the Planning Committee and will take appropriate advice and not take part in any matter where there could potentially be a conflict of interest as the Portfolio Holder for Planning.

13. Unless notified otherwise, the Substitute Member for Councillor Prochak on the Human Resources Committee (Councillor Mier) will attend these meetings in her place.
14. Councillor Prochak will also need to be replaced on the Climate Change Steering Group and Councillor Killeen will be asked to confirm a replacement Liberal Democrat Member in due course.
15. It is also noted that Councillor Prochak is one of two named substitutes for the Joint Waste and Recycling Committee now managed by Wealden District Council and it is noted that she will be unable to act as a substitute should the need arise during this period.

Liberal Democrat Group Leader

16. During Councillor Prochak's absence, Councillor Teresa Killeen will also act as Group Leader for the Liberal Democrat Group.

Outside Bodies

17. Councillor Prochak is the Council's appointed representative on a number of outside bodies, either as a substitute, or as Deputy Leader, or in her own capacity. The arrangements for each are as follows and contact will be made with each organisation to advise on the circumstances and interim arrangements:

Outside Body	Capacity	Arrangements from 19 December
Action in Rural Sussex	Substitute Member	None required
Battle Area Sports Centre Management Committee	Substitute Member	None required
De La Warr Pavilion Charitable Trust	Substantive reserved appointment as Deputy Leader of the Council	Councillor Field
East Sussex Strategic Partnership	Substantive reserved Member as Deputy Leader of the Council (Councillor Oliver Substitute)	Councillor Oliver
Hastings and Rother Task Force	Substitute Member	None required
Romney Marshes Area Internal Drainage Board	Substantive Member	No action at this time as 6 other Members on this board
Rother Local Strategic Partnership	Substantive reserved for the Leader or Deputy Leader of the Council	Councillor Field
Rural Rother Trust	Substantive Member	No action at this time as 7 other Members on this body
Rural Services Network	Substitute Member	None required

Ward Duties

18. Robertsbridge and Salehurst Parish Council have agreed to be the initial contact point for any local Ward work and will assist with local issues where it can in the first instance, with all other matters being referred to District Councillor Teresa Killeen or the East Sussex County Councillor as appropriate.

Conclusion

19. Council is asked to approve Councillor Prochak's non-attendance at meetings of the authority due to ill health and grant a waiver in accordance with Section 85 (1) of the Local Government Act 1972 and note the arrangements in hand to cover this period.

Lorna Ford
Chief Executive