

UNADOPTED
POLEGATE TOWN COUNCIL



FINANCE & POLICY COMMITTEE

Minutes of the Finance and Policy Committee meeting held on Friday 7th June 2019 Council Chambers 49, High Street, Polegate 10.00am

Present: Cllrs D Murray, D Watts, S Shing, Mrs M Piper, Ms A Snell, D Dunbar, M Cunningham, D Sanders (8)

Not Present: - Cllr M Falkner (1)

No members of the public present

Minute Number	Resolution
12690	Opportunity for Public Comment None
12691	Apologies for absence Cllr M Falkner
12692	Declarations of interest in any items on the agenda Cllrs D Murray, D Watts, S Shing Wealden District Councillors, Cllr D Murray Pevensey & Cuckmere water Level Management Board; Cllrs Mrs M Piper & D Murray as directors of Polegate War memorial recreation ground CIC; Cllr D Murray as trustee of Wannock Village Hall.
12693	Minutes of Finance & Policy committee meeting of 8th March 2019 A Councillor asked that the website be checked to make sure there is a page detailing the room hire – <i>this was deferred at the meeting on 8th March 2019 pending further information (minute number 12640)</i> <i>Cllr S Shing arrived at 10.01am</i> <u>It was resolved to accept the minutes of the Finance & Policy meeting of 8th March 2019 as an accurate record of the meeting and were duly signed. VOTE All in favour Cllrs D Murray, D Watts, S Shing, Mrs M Piper, Ms A Snell, D Dunbar, M Cunningham, D Sanders</u>
12694	Accounts for payment as presented A Councillor asked about the payment for the timer in the High St toilets. <u>It was resolved to accept the accounts for payment as presented to the value of £16,705.17 VOTE All in favour Cllrs D Murray, D Watts, S Shing, Mrs M Piper, Ms A Snell, D Dunbar, M Cunningham, D Sanders</u>
12695	Policies (new and revised) a) Statement of Intent to Community Engagement Policy (revised) Item iii: Councillors discussed the Notice boards. A Councillor suggested asking Lidl whether they would site one either on their grounds or inside the shop. Item v: A Councillor asked if Council has a SSALC representative – <i>Cllr Ms Angela Snell is the SSALC representative.</i> Item iii: Councillors also discussed the wording re the period set aside for public comment at the beginning of each meeting. Councillors requested it be changed to read "All meetings of

the Town Council and its committees and sub committees are open to the public. A period is set aside at the beginning of each meeting for public comment on the Agenda".
Councillors also discussed ways of improving communication with the local community. A Councillor requested that the Town Clerk investigate the costs to produce and deliver a newsletter from the Councillors to update the community on Council activities.
Cllr D Dunbar left at 10.39am

It was resolved to adopt the Statement of Intent with the above amendment. VOTE All in favour Cllrs D Murray, D Watts, S Shing, Mrs M Piper, Ms A Snell, M Cunningham, D Sanders

A Councillor requested that a new bullet point be added at the end of item iii to read "Meet Your Councillor coffee mornings are held periodically to informally promote community involvement and communication"

b) Equal Opportunities Statement (*revised*)

Item 5.1: A Councillor stated it is not a new act and requested the removal of the word 'new'. A Councillor requested that the wording be changed to read "The Equality Act 2010 legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act making the law easier to understand and strengthening protection in some situations. It sets out the different ways in which it is unlawful to treat someone". (extracted from Government website)

Councillors requested that the lists of Acts be removed.

Item 2.3: A Councillor requested that the word 'council' should have a capital C

It was resolved to approve the Equal Opportunities Statement with the above amendments.

VOTE All in favour Cllrs D Murray, D Watts, S Shing, Mrs M Piper, M Cunningham, D Sanders

(7) One abstention Cllr Ms A Snell (1)

The meeting closed at 11.24 am

Signed by _____ Chair of Finance & Policy

Dated _____

Return to:
Wealden District Council
Hailsham, East Sussex, BN27 2AX

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Name (s) of Account Holder(s)

POLEGATE TOWN COUNCIL

Originators Identification Number

764962

Wealden D C Reference Number

90049948

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Please pay WDC Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with WDC and, if so, details will be passed electronically to my Bank/Building Society.

Bank/Building Society Account Number

Branch Sort Code

30722537 202791

Signatures

[Signature lines with 'X' marks]

Name and full postal address of your Bank or Building Society

BARCLAYS BANK UK PLC

Address

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LANGNEY, EASTBOURNE

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Payment dates are the 15th or the 28th of each month.
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This is for WDC use only and is not part of the instructions to your Bank/Building society

Bank and Building Societies may not accept Direct Debit instructions for some types of accounts

Annual Town Assembly

A Town Assembly is convened each spring, to which all Polegate residents are invited.

Members of the public may also raise items of concern or interest by letter.

Correspondence should be sent to the Council Office marked for the attention of the Town Clerk.

POLEGATE TOWN COUNCIL

Council Office
49 High Street
Polegate
East Sussex
BN26 6AL

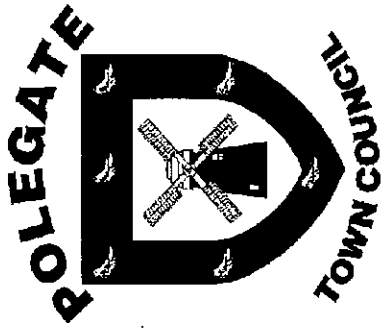
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TOWN CLERK: Mrs J Ognjanovic



Your
**'RIGHT TO
SPEAK'**
at
meetings of
the Council

PROCEDURES AT MEETINGS

Most meetings start at 7.30pm and take place at the venue stated on the agenda. Meetings of the Full Council usually take place on Mondays at approximately monthly intervals. Meetings of other Committees (for example, Planning) take place as and when required, but again are normally on a Monday evening.

Meetings are held in public, however they are not public meetings.

Members of the public have the right to address meetings of Polegate Town Council and its Committees on issues listed on Council agendas. Meetings of the Personnel Committee are always held in confidential session.

Agendas are normally published three days before the meeting and may be inspected at the Council Office, on Council notice boards or on the Council's website: www.polegatetowncouncil.gov.uk

Public copies of the agenda are available at the meeting. Please contact the Council Office if you require information before the meeting or a copy of the agenda.

The following information sets out the procedures for speaking at meetings.

SPEAKING AT MEETINGS

Please arrive at the Council Chamber at least 5 minutes before the meeting is due to start and the public will be asked if they wish to speak at the appropriate time.

If possible, items on which members of the public have asked to speak are dealt with early in the meeting.

The Mayor/ Chairperson will make a brief summary of the item/planning application and advise members of any relevant additional information. The Mayor/ Chairperson will then suspend Standing Orders and call on members of the public to address the Council/ Committee.

Each speaker will be allocated 2 minutes (only extended at the Chairperson's discretion)

Begin by giving your name and address and whether you are speaking as an individual or as a representative of a group and on what item on the agenda.

It is useful to prepare some notes in advance to ensure that all the important points are covered within the 2 minutes. Try to be brief and to the point. For planning applications, comments include access, impact on neighbours or the character of the area.

Bring an extra copy of any prepared statement for the Town Clerk.

Public speaking time is limited to 30 minutes.

A comment or question does not require a response at the meeting nor shall it start a debate on the question or comment.

It is important that defamatory statements are avoided. There is no legal protection for comments made at meetings.

Invited speakers can only be heard once on any item, unless it is in response to a question from the Committee. Standing Orders will then be reinstated. Members of the public are not able to take further part in the debate and must remain quiet and not interrupt the meeting.

The Council/Committee will then debate items on the agenda and, following discussion, a vote will be taken. In the event that an item is deferred, speakers will be offered the opportunity to speak prior to its consideration at a subsequent meeting.

Members of the public may also raise items of concern or interest by letter.

Further information, or details of Councillors and Committees, these are available from the Town Clerk and on our website.

www.polegatetowncouncil.gov.uk