



**Polegate Town Council, Council Office,
49 High Street, Polegate BN26 6AL**

Town Clerk – Jo Ognjanovic - e-mail admin@polegatetowncouncil.gov.uk
Town Mayor – Cllr Ms A Snell – email cldr.a.snell@polegatetowncouncil.gov.uk

15th June 2018

Notice is hereby given of a meeting of the Town Council to be held on **Monday 25th June 2018** in Council Chambers, 49 High Street, Polegate BN26 6AL at **7.30 p.m.**

J. Ognjanović

Town Clerk

The press and public have a right to and are welcome to attend but are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admissions to Meetings) Act 1960. Comments or questions from members of the public on matters on the agenda will be received at the beginning of the meeting. The time allowed is a maximum of 2 minutes per speaker (this can be extended, if appropriate, and at the Chairman's discretion). The press and public are advised to wait until the resolution to exclude the press and public has been proposed and voted upon before withdrawing.

A G E N D A

- 1) Opportunity for public comment**
- 2) To receive any apologies for absence**
- 3) Declarations of interest in any items on the agenda**
- 4) Mayor's Report (verbal)**
- 5) To approve and adopt the minutes of**
 - a) Full council 30th April 2018**
 - b) Special full council 14th May 2018**
 - c) Annual Statutory Meeting 21st May 2018**
- 6) To adopt the minutes and recommendations of committees and working groups**
 - a) Finance & Policy Committee Minutes of 15th June 2018**

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that the meeting will be recorded. The purpose of this is that recordings act as an aide-memoire to assist the Clerk in the compilation of the minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.

- 7) Reports from representatives of outside bodies**
 - a) Cuckmere Community Bus minutes**
- 8) Financial Update**
 - a) Approval of payments**
 - b) Barclaycard Statements – already authorised for noting April £211.88 & May £394.57**
 - c) Income & expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves, journals**
- 9) Committees/representative of outside bodies - Motion to add Cllr M Falkner to the Internal Audit Review & Internal Control working group**
- 10) Dates of the next scheduled meetings**

Full Council 30th July 2018
Full Council 24th September 2018
Full Council 29th October 2018
Full Council 26th November 2018
Full Council 10th December 2018

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