



**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 cllr.a.snell@polegatetowncouncil.gov.uk

14th March 2019

Notice is hereby given of a meeting of the Town Council to be held on **Monday 25th March 2019** in Council Chambers, 49 High Street, Polegate BN26 6AL at **7.30 p.m.**

J. Ognjanovic

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.

Prior to the Council Meeting there will a minute silence in respect of CHRISTINE BERRY a previous Town Councillor who died on March 6th after a long illness bravely borne

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 full council minutes of the meeting on 25th February 2019 and Special Full Council meeting on 26th February 2019.**
- 6) To adopt the minutes and recommendations of the standing committees**
 - a) Personnel Committee 8th March 2019** (confidential if required at the end of the meeting.)

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.

b) Finance committee 8th March 2019

7) Financial Update

a) Approval of payments as presented

b) Barclaycard Statements – already authorised for noting

c) Feb Income & expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves, journals, acceptance of variations

d) To approve the payments from general reserves of any unbudgeted items such as Non Domestic Rates, whilst waiting for the CIC (Community Interest Company) lease to be implemented due largely to the lethargic response from our lawyers dealing with these matters

8) To appoint a council representative for the Polegate Community library

9) Creation of an Appeals Committee (in compliance with the new complaints procedure)

10) Dates of the next scheduled meetings

NB Litter Pick Event 8.30 am William Daly Gates, Black Path

Public Information Day 10-2 St Johns Church Hall both on 30th March 2019

Full Council 29th April 2019

Annual Statutory Meeting 20th May 2019

(Election of Mayor & Elected Cllrs acceptance of office)

Full Council 24th June 2019

Full Council 29th July 2019

Full Council 30th September 2019

Full Council 28th October 2019

Full Council 25th November 2019

Full Council 9th December 2019

Full Council 13th January 2020 (precept and budget setting)

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.