



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

Town Clerk – Jo Ognjanovic - e-mail admin@polegatetowncouncil.gov.uk
Town Mayor – Cllr D Watts – email cldr.d.watts@polegatetowncouncil.gov.uk

5th November 2019

Notice is hereby given of a meeting of the Town Council to be held on **Monday 25th November 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.

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 the Full Council meeting of 28th October 2019**
- 6) To adopt the minutes and recommendations of standing committees**
 - a) Finance & Policy committee meeting minutes of 8th November 2019 if available (budget preliminary)**
 - b) Planning Committee meeting minutes of 31st October 2019**

In order to comply with the Data Protection Act 2018, 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) **Financial Update**
- a) Approval of payments as presented**
 - b) Barclaycard Statements – already authorised for noting**
 - c) Bank reconciliations, income and expenditure accounts, trial balances, ear marked reserves, journals (end October) and to note VAT return (now making Tax Digital) submission.**
- 8) **Change of membership of Personnel Committee (see attached for details of reduction in committee members)**
- 9) **Motion to write a letter to the CCG (Clinical Commissioning group) expressing the council’s concern that the GP surgeries in and around the town are under threat of closure (see draft letter as an example/proposed)**
- 10) **Representatives of outside bodies**
- a) Elderly – age concern report for noting only**
- 11) **Motion that Polegate Town Council will:**
- 1. Declare a ‘climate emergency’.**
 - 2. Review and update urgently Polegate Town Council’s current carbon strategy.**
 - 3. Pledge to do what is within our powers, to make Polegate Town Council carbon neutral by 2030, taking into account both production and consumption emissions.**
 - 4. Call on the Government to provide any additional powers and resources necessary for Polegate Town Council to achieve the target of becoming carbon neutral by 2030, and to implement best practice methods to limit global warming to 1.5°C.**
 - 5. Request that Council establishes a Steering/working Group to report to full Council within six months with an Action Plan, outlining how the Council will address this emergency. The Carbon Neutral 2030 Action Plan will detail the leadership role Polegate Town Council will take in promoting community, public, business and other Council partnerships to achieve this commitment throughout the town. The Action Plan will also outline adequate staff time and resources to undertake the actions to achieve the target.**
 - 6. To investigate all possible sources of external funding and match funding to support this commitment.**
 - 7. Identify citizens across Polegate who are climate champions for their communities and to use them to inform on ideas to implement locally.**

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8. Investigate what Polegate Town Council can do to minimise the emission of gases which adversely affect climate change even more than CO₂.

- 12) Correspondence for action**
a) Email from the Principal Scheme development Office, Strategic Economic Infrastructure, East Sussex County Council regarding the proposal regarding cycle racks within the town. (see extract and report for full proposal for discussion/decision)
- 13) To delegate CIL (community Infrastructure Levy) and S106 funding use / decisions to Finance & Policy Committee and to add to the terms of reference for that committee.**
- 14) Dates of the next scheduled meetings**
Full Council 9th December 2019
Full Council 13th January 2020 (precept and budget setting)
Full Council 27th January 2020
Full Council 24th February 2020
Full Council 30th March 2020
Full Council 27th April 2020
Full Council 1st June 2020
Full Council 29th June 2020
Full Council 27th July 2020
Full council 28th September 2020
- 15) Committee to consider pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted. (Discussion of commercially sensitive info & legal matters / details)**
- 16) High Street Toilets offers**

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