



**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

15th February 2018

Notice is hereby given of a meeting of the Town Council to be held on **Monday 26th February 2018** 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 – Cllr Ms A Snell**
- 3) Declarations of interest in any items on the agenda**
- 4) To approve and adopt the minutes of full council of 29th January 2018**
- 5) To adopt the minutes and recommendations of committees and working groups**
 - a) Finance & Policy Committee**
- 6) Financial Update**
 - a) Approval of payments as presented plus additional sheets**
 - b) Barclaycard Statements – already authorised for noting £630.78**

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.

- c) **Income & expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves, journals**
- 7) **Motion for council to consider sending a letter to the relevant authority expressing concern about the ambulance service response times, regarding their 999 telephone answering response time and the actual times for an ambulance to attend an incident, following some Polegate residents experiencing recent negative experiences regarding these matters, with some serious outcome and a possible ongoing risk for our residents who find themselves in urgent need of this service in future. See attached draft letter.**
- 8) **Draft Community Resilience Plan (working document): Principles and adopt as a DRAFT**
- 9) **Motion for council to create a fully delegated working group to be led by Mrs J Ognjanovic (Polegate) & Mrs S Godfrey (Stone Cross) and to include a resident of Polegate, a resident of Stone Cross and one Polegate Town Councillor from the volunteer Cllrs (Cllrs B Goodwin, Mrs M Piper, Ms A Snell, S Shing and D Watts volunteered)**
- a) **Council to agree that the mayor and Deputy Mayor sign and seal the contract (in accordance with standing orders) which will be administered by the delegated working group with a bank account already set up for the purpose, separate to the council accounts. (Shepham Community Benefit Fund). *NB Funds will be transferred into the Shepham Community Benefit Fund bank account (and not made out to Polegate Town Council)***
- b) **For the clerk to do the paperwork/accounts as part of the working group and for the paperwork to be stored at the council offices to ensure it is retained for the future.**
- c) **For the working group to meet in the council offices free of charge**
- 10) **Dates of the next scheduled meetings**
NB Great Polegate Clean Up Saturday 17th March 11am
Full Council 26th March 2018
NB "Your Community" Public Information Event (previously Senior moments) Saturday 7th April 2018
Annual Town Assembly 16th April 2018
Full Council 30th April 2018
Annual Statutory Meeting 21st May 2019 (Election of Mayor)
Full Council 25th June 2018
Full Council 30th July 2018
Full Council 24th September 2018
Full Council 29th October 2018
Full Council 26th November 2018

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Full Council 10th December 2018

- 11) Council 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**

- 12) London Bridge Protocol - confidential**

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