



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

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

19th November 2018

Notice is hereby given of a meeting of the Town Council to be held on **Monday 26th November 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**
- 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 meeting of the 29th October 2018**
- 6) To adopt the minutes and recommendations of committees**
 - a) Planning Committee minutes of 13th November 2018**
 - b) Finance & Policy Committee Minutes of 16th November 2018**
 - c) Personnel Committee Minutes of 9th November 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) Buildings and Land Working group minutes/paperwork recommendations of 28th September 2018 (no recommendations) and 16th November 2018 (1 recommendation)**
- 8) Financial Update**
 - a) Approval of payments as presented**
 - b) Barclaycard Statements – already authorised for noting October £221.59**
 - c) Income & expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves**
- 9) Correspondence for action**
 - a) Request to use the frontage of 49/51 High Street office site for a launch campaign for the defibrillator project.**
 - b) Asset of community value renewals – decision whether to re-register – may be need to be held in confidential session.**
- 10) Dates of the next scheduled meetings**
 - Full Council 10th December 2018**
 - Full Council 14th January 2019 precept and budget setting**
 - Full Council 28th January 2019**
 - Full Council 25th February 2019**
 - Full Council 25th March 2019**
 - Annual Town Assembly Provisional date 15th April 2019**
 - Full Council 29th April 2019**
 - Annual Statutory Meeting Election of Mayor 20th May 2019**
 - Full Council 24th June 2019**
 - Full Council 29th July 2019**
 - Full Council 30th September 2019**
 - Full Council 28th October 2019**
 - Budget meetings Oct-Nov TBA**
 - Full Council 25th November 2019**
 - Full Council 9th December 2019**
 - Full Council 13th January 2020 Precept setting and budget setting**

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