



**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

18th September 2019

Notice is hereby given of a meeting of the Town Council to be held on **Monday 30th September 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.

AGENDA

- 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 29th July 2019**
- 6) To adopt the minutes and recommendations of standing committees**
 - a) Planning committee meeting minutes of 5th August 2019**
 - b) Finance & Policy committee meeting minutes of 23rd August 2019 and 6th September 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)** To note the Buildings and Land working group notes and decision taken through delegated authority.
- Items recommended (see papers):
- a)** Motion that any replacement lanterns in the high street are replaced with green ones as and when they are needed.
 - b)** Motion that it be delegated to the clerk to go ahead with the work at Polegate War Memorial Recreation Ground to convert the bark chips around the larger climbing apparatus to wetpour using CIL (community infrastructure levy) funding costs estimated to be around £9500 ex VAT and landscaping works.
 - c)** To authorise the clerk to investigate the costs of building a new access bridge and report back to buildings and land working group.
 - d)** To delegate to the clerk to get a draft agreement with PADMEC to take over the responsibility of the container at Brightling Road costs from general reserves estimated to be around £500 plus VAT.
 - e)** To set aside the £17,000 for each year (3 in total) for the library as already agreed into one ear marked reserve.
 - f)** To note buildings and land will be commencing the full improvement plan of Brightling Road including the potential improvements at the skate park, a new play area at the entrance of Brightling Road, additional trees and other improvement ideas along with funding options.
- 8)** 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
- 9)** Dates of the next scheduled meetings
- 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 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.