



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

Town Clerk – Jo Ognjanovic - e-mail [admin@polegate-tc.co.uk](mailto:admin@polegate-tc.co.uk)  
Town Mayor – Cllr D Watts – email [cldr.david.watts@polegate-tc.co.uk](mailto:cldr.david.watts@polegate-tc.co.uk)

2<sup>nd</sup> December 2016

Notice is hereby given of a meeting of the Town Council to be held on **Monday 12<sup>th</sup> December 2016** in Council Chambers, 49 High Street, Polegate BN26 6AL at **7.30 p.m.**

*J. Ognjanovic*

Town Clerk

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*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.*

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## **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) Minutes of Full Council Meeting 28<sup>th</sup> November 2016 and Special full council meeting of 24<sup>th</sup> October 2016**
- 5) Financial Update**
  - a) Approval of payments as presented**
- 6) Budget 2017/18 preliminary discussions**
- 7) Request to hold an older people's day in the New Year. Expected cost of £1000 to be funded from the general reserve. The event expected to take place in March/April 2017 and to be delegated to**

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.

**CLLrs Ms A Snell and D Dunbar to organise and publicise the event in liaison with the clerk**

- 8) Corporate response re capping of Town and Parish Councils**
- 9) Correspondence for action**
  - a) PADMEC request to amend licence**
- 10) Proposed dates of next cycle of meetings (for approval and noting)**

**Full Council precept and budget 2017/18 setting 9<sup>th</sup> January 2017**

**Full Council 30<sup>th</sup> January 2017**

**Full Council 27<sup>th</sup> February 2017**

**Annual Town Assembly 6<sup>th</sup> March 2017 (7.30pm)**

**Full Council 27<sup>th</sup> March 2017**

**Full Council 24<sup>th</sup> April 2017**

**Annual Statutory Meeting 22<sup>nd</sup> May 2016 (Election of Mayor)**

**Full Council 26<sup>th</sup> June 2017**

**Full Council 31<sup>st</sup> July 2017**

**Full Council 25<sup>th</sup> September 2017**

**Preliminary budget meetings October TBA**

**Full Council 30<sup>th</sup> October 2017**

**Full Council 27<sup>th</sup> November 2017 (initial budgets)**

**Full council 11<sup>th</sup> December 2017 Budget and precept agreements**

**Full Council 8<sup>th</sup> January 2018 precept and budget 2018/19 final**

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