



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

Town Clerk – Jo Ognjanovic - e-mail admin@polegate-tc.co.uk
Town Mayor – Cllr D Watts – email cldr.david.watts@polegate-tc.co.uk

18th March 2016

Notice is hereby given of a meeting of the Town Council to be held on **Monday 25th April 2016** 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) Mayors report – verbal**
- 5) Clerks Report**
- 6) Full Council minutes 21st March 2016**
- 7) Adoption of minutes and recommendations of committees**
 - a) Finance & Policy Committee Meeting of 11th March 2016**
- 8) Working group reports**
 - a) Website working group – report with recommendation for discussion**

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.

- b) Parking working group – update Cllr M Falkner (verbal/report)**
 - c) Buildings & Land Working Group – Verbal update Cllr D Murray**
- 9) Senior Moments verbal update on Saturdays event Cllr Dunbar**
- 10) Financial Update**
- a) Approval of payments as presented**
 - b) To note reserve movements. Total Reserves listed as shown.**
 - c) Barclaycard Statement – already authorised for noting £363.60**
 - d) Motion to approve a small increase in the budget for the waste collections to take into account additional collection costs. Estimated 5 per annum cost approx 65 from general reserves**
 - e) Adjustment (note) of budget costs for the Public Works loan Capital code to read £3527 (instead of £3000); Interest code to read £2047 (instead of £2590) no increase in the loan cost or overall budget.**
 - f) Guardian Court Crossing Assessment of cost**
- 11) Electoral Review (Boundary Commission)**
- 12) Motion for the Mayor and Deputy Mayor to hold a small celebration for the Queens Birthday in the Council garden and to use the Chambers for a small fundraising event for Chestnut Tree House on the same day and to provide light refreshments.**
- 13) Motion to hold a small opening ceremony for the outdoor gym. Expected date to be Saturday 4th June 2016. Details to be delegated to the clerk in liaison with Cllrs D Murray & D Watts. It is proposed to ask a prominent local or sports personality to “open” the gym, should neither be available an alternative will be arranged.**
- 14) Motion to install a gate into Gosford Allotments as per report costs estimate £32 to be paid from the general maintenance fund. (Cllr D Dunbar, T Bennett)**
- 15) Correspondence for action**
- a) Fields in Trust Brightling Road – nomination of signatories Cllrs D Watts, Mrs M Piper**
 - b) Email from Trevor Weeks asking to use the Council car park for his van and trailer for a small Hedgehog Awareness Week**

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.

**between 1st and 7th May. A generator would be used until 9pm
please see background papers for details.**

16) Proposed dates of next cycle of meetings

Annual Town Assembly (United Reformed Church Hall) **9th May 2016**

Annual Meeting (election of Mayor) **23rd May 2016**

Full Council 27th June 2016

Full Council 25th July 2016

Full Council 26th September 2016

Full Council 31st October 2016

Budget Meetings Mondays during November TBA

Full Council Budget preliminary 12th December 2016

Full Council precept and budget setting 9th January 2017

Full Council 30th January 2017

Full Council 27th February 2017

Full Council 27th March 2017

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.