



**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

19th October 2016

Notice is hereby given of a meeting of the Town Council to be held on **Monday 31st October 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

Ian Thomson & Michael Clayton from Coperforma will be making a short presentation on how the service operates in Polegate and the service provision to the council prior to the meeting (7pm-7.30pm)

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) Mayors report – verbal**
- 5) Clerk's report**
- 6) Appointment of new Tree Warden – Mr Tim Saunders**
- 7) Minutes of Full Council Meeting 26th September 2016**

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.

- 8) Adoption of minutes and recommendations of standing committees**
 - a) Finance & Policy Committee Meeting of 11th October 2016**
 - b) Planning Committee Meeting of 19th September 2016 and 3rd October 2016**
- 9) Reports from working groups**
 - a) Parking**
 - i) Motion to hold public meeting to update on the current situation**
 - b) Principles of development (verbal)**
 - c) Internal audit and internal review**
 - i) Report and recommendation to consider**
 - d) Buildings & land**
 - i) Report and two recommendations to consider**
- 10) Reports from representatives of outside bodies**
 - a) Wealden Citizens Advice – verbal update**
 - b) Polegate Community Association – verbal update**
 - c) WDALC report**
 - d) Wealden District Police – Community Update**
 - e) Hailsham Area Action Plan**
- 11) Financial Update**
 - a) Approval of payments as presented**
 - b) Barclaycard Statements – already authorised for noting**
 - c) Income & expenditure accounts, trial balances & bank reconciliations & VAT return**
- 12) Correspondence for action**
 - a) Polling District/Polling Place review**
 - b) Grant request for Christmas Group (Team Polegate)**
- 13) Best Dressed Shop and House Christmas Lights**
- 14) Proposed dates of next cycle of meetings (for approval and noting)**
 - Preliminary Budget Meetings during October Personnel 21st October 2016, Planning 21st October 2016**
 - Finance Budget meeting 14th November 2016**
 - Full Council 28th November 2016 (budgets initial)**
 - Full Council Budget preliminary 12th December 2016**
 - Full Council precept and budget 2017/18 setting 9th January 2017**
 - Full Council 30th January 2017**

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Full Council 27th February 2017
Annual Town Assembly 6th March 2017 (7.30pm)
Full Council 27th March 2017
Full Council 24th April 2017
Annual Statutory Meeting 22nd May 2016 (Election of Mayor)
Full Council 26th June 2017
Full Council 31st July 2017
Full Council 25th September 2017
Preliminary budget meetings October TBA
Full Council 30th October 2017
Full Council 27th November 2017 (initial budgets)
Full council 11th December 2017 Budget and precept agreements
Full Council 8th January 2018 precept and budget 2018/19 final

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