

**UNADOPTED
POLEGATE TOWN COUNCIL**

**Minutes of the Full Council meeting held on Monday 24th September 2018
Council Chambers, 49 High Street, Polegate BN26 6AL at 7.30pm**

Present: Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway (11)

Not Present: - Cllrs B Goodwin, Mrs M Piper, D Shing, R Shing (4)
5 members of the public

Minute No.	Subject/Resolution
12490	Opportunity for public comment <i>Standing orders were suspended</i> A resident commented on an item which was withdrawn as paperwork not yet circulated - minute 12496 <i>Standing orders were reinstated</i>
12491	Apologies for absence Cllrs Mrs M Piper, B Goodwin, D Shing, R Shing
12492	Declarations of interest in any items on the agenda None
12493	Mayor Report A short written report had been circulated to councillors prior to the meeting and noted by all present. The Mayor gave a short verbal report on the civic events that she had attended including: Dieppe raid service at Newhaven; Twinning visitors from Germany; Awarding the best garden and allotment prizes; Electric blanket testing and the Polegate defibrillator project, posters were on the tables/chairs.
12494	To approve and adopt the minutes of Full council 30th July 2018 An amendment was made to minute 12451 it should read – to delegate to the clerk in full liaison with the buildings and land group. <u>It was resolved to adopt the minutes of full council of 30th July 2018 with amendments as a true and accurate record of the meeting. VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u>
12495	To adopt the minutes and recommendations of committees a) Planning Committee minutes of 6th August 2018 and 30th August 2018 and 20th September if available <u>It was resolved to adopt the minutes and recommendations of the planning committee meetings or 6th August 2018; 30th August 2018 VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u> b) Finance & Policy Committee Minutes of 3rd August 2018 and 7th September 2018 <u>It was resolved to adopt the minutes and</u>

	<p><u>recommendations of the Finance & Policy Committee meetings of 3rd August 2018 and 7th September 2018. VOTE All favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p> <p>c) Personnel committee minutes of 13th August and 17th September 2018 if available (items may need to be discussed in confidential)</p> <p><i>NB discussed in confidential session at the end of the meeting.</i></p> <p><u>It was resolved to adopted the minutes 12456-12460 of the Personnel meeting of 13th August 2018 with the exception of the last item on minute number 12460 – this item was not adopted as it was resolved to continue with the social media and website and to delegate to the clerk in consultation with the website working group members if any anti-social behaviour/trolling/false comments took place. The website and social media feeds would be updated accordingly. If members of the public were to be banned, blocked or deleted this would be notified to councillors. It was resolved to adopt the minutes and recommendations of the Personnel committee meetings of 17th September 2018 VOTE 9 for Cllrs Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway 2 abstentions Cllrs Ms A Snell, S Shing,</u></p>
12496	<p>Buildings and Land Working group minutes of 14th September 2018 if available with recommendations</p> <p>Withdrawn/deferred full paperwork not available.</p>
12497	<p>Business Plan working group minutes of 7th September 2018 if available</p> <p><u>It was resolved to accept the recommended changes to the business plan which would be taken to the next business plan meeting. VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p>
12498	<p>Financial Update</p> <p>a) Approval of payments as presented plus additional sheets</p> <p>The clerk was asked if lower tenders could be sought for the xmas party catering. The clerk stated that she would look although in the past the caterer had been the lowest price and would report back to the councillors. A councillor commented that it may be better to buy in bulk with regards to rosettes.</p> <p><u>It was resolved to approve the accounts for payment to the value of £5782.45 VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p>

	<p>b) Barclaycard Statements – already authorised for noting £572.90(Aug) and £242.38(July) Noted by all present</p> <p>c) Income & expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves, journals Noted by all present and variances agreed.</p> <p>d) ICO (Information Commissioner) direct debit <u>It was resolved to pay for the i.c.o. data protection registration on direct debit from next year to obtain the additional discount. VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p> <p>e) To approve extra £437.20 (£380 + £57.20) to be taken from General Reserves for two bus shelter licences <u>It was resolved to approve extra £437.20 (£380 + £57.20) to be taken from General Reserves for two bus shelter licences VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p>
12499	<p>Correspondence for action</p> <p>a) Request from Polegate Neighbourhood Watch Association to use the office as a "Letter Box" system <u>It was resolved that Polegate Neighbourhood Watch Association to use the office as a "Letter Box" system in accordance with the request. VOTE All in Favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p> <p>b) Request for an ecological survey to be carried out on behalf of the A27 East of Lewes improvement scheme. It was requested that council be given a copy of the report after the survey is complete. <u>It was resolved to give permission on condition that council be supplied with a copy of the report. VOTE 10 for Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs M Phillips, D Watts, M Falkner, J Portway 1 Against Cllr Mrs W Alexander</u></p>
12500	<p>Correspondence for noting</p> <p>a) FSN New Community Garden Noted by all present.</p>
12501	<p>Dates of the next scheduled meetings</p> <p>Full Council 24th September 2018</p> <p>Full Council 29th October 2018</p> <p>Full Council 26th November 2018</p> <p>Full Council 10th December 2018</p>

	<i>The Mayor reminded everyone that there was a Planning meeting on Monday at 7.30pm regarding the Local Plan response.</i>
12495c	<p>It was resolved that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted. (Discussion of staff matters / legal)</p> <p><u>VOTE All in favour Cllrs Ms A Snell, Mrs S Dobson, Mrs C Berry, D Dunbar, D Murray, S Shing, Mrs W Alexander, Mrs M Phillips, D Watts, M Falkner, J Portway</u></p> <p><i>Resolution shown under minute 12495 above.</i></p>

The meeting closed at 9.13 pm

Signed Mayor of Polegate _____

Date _____

DRAFT