

**UNADOPTED  
POLEGATE TOWN COUNCIL**

**Minutes of the Full Council meeting held on Monday 30<sup>th</sup> April 2018 Council Chambers, 49 High Street, Polegate BN26 6AL at 7.30pm**

**Present:** Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing (12)

**Not Present:** Cllrs Mrs M Phillips, Mrs W Alexander, R Shing (3)  
1 member of the public

<b>Minute No.</b>	<b>Subject/Resolution</b>
<b>12338</b>	<b>Opportunity for public comment</b> The resident asked about whether the dementia group would be able to use the car park for an event and what would be required. She was advised that she would need a risk assessment and insurance.
<b>12339</b>	<b>Apologies for absence</b> Cllr Mrs M Phillips, R Shing, W Alexander
<b>12340</b>	<b>Declarations of interest in any items on the agenda</b> Cllr D Shing, S Shing minute 12346 (county councillors)
<b>12341</b>	<b>Mayor Report</b> The Mayor thanked those who helped at the public information day and the annual town assembly, both of which were designed to encourage different residents to attend. The Annual town assembly had a much larger attendance of 52. She said that although councillors did not need to attend she felt it would have been good if they wore their badges next year. She stated that there had a been a letter sent in from St Wilfrid's hospice after the public information day stating that they had raised £50.74 on the day and thanking the town council. The Mayor had also attended the St George's day parade (scouts) and an event in Eastbourne with the Mayor of Eastbourne. She stated that she had attended the CAB meeting and there were concerns again over funding as there had to be two members of staff for safety reasons. The report will be circulated to all councillors.
<b>12342</b>	<b>To approve and adopt the minutes of full council of 26<sup>th</sup> March 2018</b> <b>It was resolved to adopt the minutes of full council of 26<sup>th</sup> March 2018. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b>
<b>12343</b>	<b>To adopt the minutes and recommendations of committees and working groups</b> <b>a) Planning Committee minutes of 3<sup>rd</sup> April 2018</b> <b>It was resolved to adopt the minutes and recommendations of the Planning committee meeting of 3<sup>rd</sup> April 2018. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S</b>

**Shing**

**b) Finance & Policy Committee Minutes of 13<sup>th</sup> April 2018**

It was resolved to adopt the minutes and recommendations of the Finance & Policy Committee meeting of 13<sup>th</sup> April 2018. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing

**c) Buildings & Land minutes 13<sup>th</sup> April 2018 with recommendations (some confidential items redacted)**

It was resolved to adopt the minutes and recommendations of the buildings and land working group Meeting of 13<sup>th</sup> April 2018. (including the valuation of the public toilets as pre the estimate from the DVS £1000 +VAT and to delegate to the clerk to arrange for contractors to carry out remedial repair work as per the feasibility study report. (window and damp) costs to come from general reserves. VOTE 11 for Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, 1 against S Shing

**d) Parking Working group including motion to suspend the Parking working group see attached report**

It was resolved to suspend the current Parking Group as work has been completed as far as is realistically possible, given the limitations of what can be achieved at Town Council level. However, should the situation change and an issue arises whereby a decision is required, the current parking group should be reconvened without having to go back to full council.

Agree that we should not ask residents to volunteer for a Nudge scheme as this would be an unsafe practice. To advise residents to redirect parking complaints to Sussex Police if parking violations are dangerous or causing obstruction. Or if an anti-social parking complaint, to redirect to Wealden District Council.

To continue to lobby Wealden District Council of the benefits to residents and to the town were CPE to be introduced. Or to seek alternatives such as a Council car park for the town. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing

12344

**Reports from representatives of outside bodies**

**a) Polegate Community Association minutes**

Circulated to all and noted by all present

**b) WDALC minutes**

	<p>Circulated to all and noted by all present, A councillor commented on the incorrect minutes regarding an officer at wealden and the clerk was asked to contact the secretary to alter the minutes accordingly. A councillor mentioned that he had attended the CCTV meeting about the new cameras which would hopefully be installed by the end of the year or sooner. This would allow for real time recording.</p>
<b>12345</b>	<p><b>Financial Update</b></p> <p><b>a) Approval of payments as presented plus additional sheets</b></p> <p><b>It was resolved to approve the accounts for payment to the value of £1252.76 VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p> <p><b>b) Barclaycard Statements – already authorised for noting 0.00</b> Noted by all present</p> <p><b>c) Income &amp; expenditure accounts, trial balances, bank reconciliations, Ear Marked Reserves, journals</b> Noted by all present</p>
<b>12346</b>	<p><b>Correspondence for action</b></p> <p><b>a) Motion regarding email from ESCC to accept the proposal to cease the old lease for Oakleaf play area and a new lease to be completed at the same time. The new lease to be signed by two councillors and sealed in accordance with standing orders (see background papers)</b></p> <p><b>It was resolved to accept the new proposal to cease the old lease for Oakleaf play area and a new lease to be completed at the same time. The new lease to be signed by two councillors and sealed in accordance with standing orders VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p>
<b>12347</b>	<p><b>Motion to cease the Art Competition see attached report</b></p> <p><b>It was resolved to cease the art competition VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p>
<b>12348</b>	<p><b>Committees/representative of outside bodies - Motion to add Cllr J Portway to the Buildings and Land working group and to add Cllr J Portway as a joint representative for sports representative</b></p> <p><b>It was resolved to add Cllr J Portway to the Buildings and Land working group and to add Cllr J Portway as a joint representative for sports representative VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray,</b></p>

	<b>D Shing, S Shing</b>
<b>12349</b>	<p><b>Motion to hold a dementia awareness course in the chambers (no charge) for local business owners and residents and to hold a separate staff one in the day (see background papers for details)</b></p> <p><b>It was resolved to hold a dementia awareness course in the chambers (no charge) for local business owners and residents and to hold a separate staff one in the day (see background papers for details) and to allow the use of the council garden for their event. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p>
<b>12350</b>	<p><b>Motion to allow the Rhymetime music sessions to continue at the Wannock Office area, Wannock Road free of charge – see background papers for full details.</b></p> <p><b>It was resolved to allow the Rhymetime music sessions to continue at the Wannock Office area, Wannock Road free of charge VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p>
<b>12351</b>	<p><b>Motion to appoint a new DPO following updated advice from NALC (see background papers for recommendation)</b></p> <p><b>It was resolved to appoint GDPR Info Ltd as DPO following the new NALC advice and to carry out the work as quoted the costs of £500 per annum, to be paid from general reserves. VOTE All in favour Cllrs Ms A Snell, D Watts, B Goodwin, Mrs S Dobson, Mrs C Berry, D Dunbar, M Falkner, J Portway, Mrs M Piper, D Murray, D Shing, S Shing</b></p>
<b>12352</b>	<p><b>Dates of the next scheduled meetings</b></p> <p><b><u>Annual Statutory Meeting 21<sup>st</sup> May 2018 (Election of Mayor)</u></b></p> <p><b>Full Council 25<sup>th</sup> June 2018</b></p> <p><b>Full Council 30<sup>th</sup> July 2018</b></p> <p><b>Full Council 24<sup>th</sup> September 2018</b></p> <p><b>Full Council 29<sup>th</sup> October 2018</b></p> <p><b>Full Council 26<sup>th</sup> November 2018</b></p> <p><b>Full Council 10<sup>th</sup> December 2018</b></p>

The meeting closed at 8.47 pm

Signed Mayor of Polegate \_\_\_\_\_

Date \_\_\_\_\_