

**UNADOPTED
POLEGATE TOWN COUNCIL**

**Minutes of the Special Full Council meeting held on Monday 14th May 2018
Council Chambers, 49 High Street, Polegate BN26 6AL at 7.30pm**

Present: Cllrs Ms A Snell, D Watts, Mrs W Alexander, Mrs M Phillips, B Goodwin, D Dunbar, Mrs M Piper, D Murray, D Shing, S Shing, Mrs S Dobson J Portway

Not Present: Cllrs Mrs C Berry, M Falkner, R Shing
1 member of the public

Minute No.	Subject/Resolution
12353	<p>Opportunity for public comment A resident commented on the street lighting reserves and contract (see attached and response) <i>Cllr D Shing arrived at 7.31pm</i></p>
12354	<p>Apologies for absence Cllr Mrs C Berry, R Shing, M Falkner</p>
12355	<p>Declarations of interest in any items on the agenda None</p>
12356	<p>To agree and approve the annual governance statement 2017/18 The council carefully considered each part of the governance statement and satisfied itself that each had been covered thoroughly.</p> <p>It was resolved that</p> <p>The Council has put in place arrangements for effective financial management during the year, and the preparation of the accounting statements.</p> <p>The council maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness</p> <p>The council took all reasonable steps to assure itself that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances</p> <p>The council provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations</p> <p>The council carried out an assessment of the risks facing the authority and took appropriate steps to manage those risks, including the introductions of</p>

	<p>internal controls and/or external insurance cover where required</p> <p>The council maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems</p> <p>The council took appropriate action on all matters raised in reports from internal and external audit</p> <p>The council considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on the authority and where appropriate have included them in the accounting statements</p> <p>This council does not have any trust funds (including charitable.) and therefore this is not applicable.</p> <p>The governance statement on the annual return was signed by the Mayor and the proper officer (clerk).</p> <p>VOTE All in favour Cllrs Ms A Snell, D Watts, Mrs W Alexander, Mrs M Phillips, B Goodwin, D Dunbar, Mrs M Piper, D Murray, D Shing, S Shing, Mrs S Dobson J Portway</p>
12357	<p>To approve the annual accounting statements for 2017/18 and annual return</p> <p>It was resolved to approve the annual accounting statements 2017/18 and the annual return. VOTE All in favour Cllrs Ms A Snell, D Watts, Mrs W Alexander, Mrs M Phillips, B Goodwin, D Dunbar, Mrs M Piper, D Murray, D Shing, S Shing, Mrs S Dobson J Portway</p>
12358	<p>To receive and approve the internal audit report and propose any amendments/actions required arising from that report</p> <p>The internal audit report was circulated prior to the meeting, noted and considered by all present. It was noted that there were no recommendations for any changes.</p> <p>It was resolved to approve the internal audit report and noted that there are no recommendations for changes. VOTE All in favour Cllrs Ms A Snell, D Watts, Mrs W Alexander, Mrs M Phillips, B Goodwin, D Dunbar, Mrs M Piper, D Murray, D Shing, S Shing, Mrs S Dobson J Portway</p>
12359	<p>Narrative statement of Polegate Town Council in accordance with Para 8 (2) of the Accounts and Audit Regulations 2015 in respect of 2017/18 accounting year regarding the Town Council's financial performance and</p>

economy, efficiency and effectiveness in its use of resources over the financial year.

It was resolved that the following statement be recorded:

Polegate Town Council has looked at the accounting statements and monitored performance of the council finances and assets over the financial year. The Council has been prudent in its budgeting and as economical as possible, whilst still providing the services expected of the Town Council and those already agreed to improve. The Town Council is proactively investigating further use of its assets and resources to ensure that the best possible value is delivered by the Council and this is expected to continue with further changes in budgets and asset use over the coming financial year. The Council is also actively considering further expansion of its services and has been assessing the requirements of the town and the resources it currently has, use of assets and further resources that may be required. It expects that the efficiency and effectiveness of its assets and resources will continue to improve year on year, providing best value to Polegate's residents.
VOTE All in favour Cllrs Ms A Snell, D Watts, Mrs W Alexander, Mrs M Phillips, B Goodwin, D Dunbar, Mrs M Piper, D Murray, D Shing, S Shing, Mrs S Dobson J Portway

The meeting closed at 7.40 pm

Signed Mayor of Polegate _____

Date _____

STREET LIGHTING RESERVES 2018

- Street Lighting reserves up by £55K to £82K
- Deferment of works and transfer of funds to reserves not approved by full council as required by standing orders Buildings and Land Management Group having no executive authority.
- Surprise this has not been picked up by Proper Officer or Internal Auditor.
- With so many lighting columns sub-standard a Health & Safety Issue council should not be paying to hand back to ESCC Polegate residents paying double and safety issues being ignored
- Single tender with ESCC not producing results. ESCC management contractors people carrying out work third in supply chain thus two sets of unnecessary costs. Suggest competitive tendering. Public money not being used in the best interests.
- Buildings and Land Management should be made a full sub-committee for transparency and public accountability.
- Auditors need a fresh face same auditor more than three years not considered good auditing practice

Response sent to resident

14/5/18.

Following your comments made at FC on 30/4/18 the clerk has asked me to email you and update you on the comments that you made.

Bullets 1-3

The street lighting reserve is at £122,392 and has been fully approved in previous meetings.

Bullet 4

The council is unlikely to hand back to ESCC now, but a full report will be available later in the year regarding street lighting.

Bullet 5

There are issues with the new contract which are also being addressed in the report mentioned above to be released later in the year

Bullet 6

The B&L group meetings often contain confidential items about contracts etc and the recommendations go to full council which are available to the public. The reports are shown in full other than redacted confidential items. If they were held in public, the public would need be excluded. The working group carries out its work for the best economy and efficient working of the council and is fully transparent.

Bullet 7

This was considered by the internal audit review committee and the response was that the company used select different auditors to carry out the work, each will be independent, therefore there was no concern. This has been confirmed again by the auditor this year.