

**UNADOPTED  
POLEGATE TOWN COUNCIL**

**Minutes of the Buildings & Land and Business Plan Joint Committee meeting held on Monday 31<sup>st</sup> March 2014 in Council Chambers, 49 High Street Polegate at 7.45pm**

**Present:** Cllrs M Clewett, T Voyce, Mrs J Voyce, H Parker, Mrs M Piper, M Cunningham, J Harmer, J O’Riordan (8)

**Not Present:** Mrs C Berry, E Board (2)  
2 members of the public including

| <b>Minute No.</b> | <b>Subject/Resolution</b>   | <b>Action</b>   |
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| <b>10921</b>      | <b>Apologies for absence</b><br>Cllrs Mrs C Berry, E Board  |   |
| <b>10922</b>      | <b>Declarations of interest in any items on the agenda</b><br>None  |   |
| <b>10923</b>      | <b>Opportunity for public comment</b><br>No one wished to speak   |   |
| <b>10924</b>      | <p><b>Updates on Buildings &amp; Land Matters</b></p> <p><b>a) Drainage at Polegate War Memorial Recreation Ground</b><br/>A discussion on the drainage ditches and the potentially high costs to carry out the work took place.<br/>It was agreed that the clerk seek some guidance costs to carry out the drainage. This would enable council to discuss the matter, add to their provisional budgets and assess the priority needed. The motion was not voted upon and held over.</p> <p><b>b) Wannock Office business tax/exemption matters – update</b><br/>The clerk stated that she had been told that if the council made the whole area a charitable trust, this may exempt the building from business rates. However, there were concerns that even if a doorway were to be made to access the office area from the pavilion area, this may not exempt the building. The clerk is awaiting further information from the valuation office. Therefore the clerk has not rented out this area, as at present savings are being made form Small Business rates relief by leaving it empty (saving £3500 per annum). The clerk also has details of the charitable trust but this is on hold until the information is received from the valuation officer.</p> <p><b>c) Pavilion Maintenance issues</b><br/>A report was circulated prior to the meeting and noted by all present.<br/>It was agreed that the clerk would look at the vent with regards to either venting through the roof or the eaves.</p> <p>d) 49/51 High Street maintenance issues<br/>A report was circulated prior to the meeting and noted by all present.<br/><u>All present agreed that the full repair on the roof should go ahead.</u></p> <p>e) Meadow Watercolour revised quote<br/>A brief report had been circulated prior to the meeting and noted by all present.<br/>Councillors commented about the revised quote and the time since the decision regarding painting the watercolour. There</p> | <p><b>JO</b></p> <p><b>JO</b></p> <p><b>JO</b></p> <p><b>JO</b></p> |

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|                     | <p>were concerns this was dragging on and the increase in price from the £250 to £400 was not acceptable to some councillor present. A councillor commented that he could get further quotes for this work from other artists locally. The Mayor stated that he was willing to top up the quotation in order to expedite the project. Some councillors asked if there was a possibility of negotiating the cost.</p> <p><b>It was recommended that the quote be accepted and topped up by the Mayor subject to the artist being able to complete the works within 6 months. The clerk would in the meantime be passed details of other local artists that may be able to produce a similar piece of work should this not be possible.</b></p> <p><b>VOTE 4 for 4 against casting vote M Clewett for.</b></p> <p><b>Motion carried.</b></p> <p><b>Update on other Polegate land, Building and assets – no decisions required.</b></p> <p>A report was circulated prior to the meeting and noted by all.</p>   |  |
| <p><b>10925</b></p> | <p><b>Amended Draft Business Plan for amendment and approval as a working document in draft format</b></p> <p>It was agreed that working group should be set up with a small number of councillors. Any items that were to be considered should be given a cost and this should be taken to the budget meetings to set aside money for completing these actions. The next meeting was due on 30<sup>th</sup> June 2014. Councillors volunteered to join the working group. Mrs M Piper; H Parker; M Clewett; J O’Riordan; M Cunningham (5). The clerk would circulate questions to the council asking for any additions to the Business Plan and the items would be feedback to the group when they meet. The items should be prioritised.</p> <p>A councillor asked if the list had come from the clerk or other agencies. The clerk stated that the list was from the previous resolutions and additions in previous requests from previous emails and Business Plan meetings.</p> <p>A councillor asked that the priority list when created should include a schedule for one year, three year and five year planning.(budgets)</p> |  |

The meeting closed at 8.20 pm