

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 24th September 2012 in the Council Chamber, 49 High Street Polegate at 7.30pm

Present: Cllrs J Harmer **JH** (Chair), T Voyce **TV**, Mrs C Berry **CB**, E Board **EB**, Mrs M Piper **MP**, Mrs J Voyce **JV**, M Clewett **MCI**, M Pybus **MP**, J O’Riordan **JOR**, S Shing **SS**, H Parker **HP**, D Broadbent **DB** (12)

Not Present: M Cunningham **MC**, D Shing **DS**, G Gibbs MBE **GG** (3)
9 members of the public

1 minute silence was observed prior to the meeting in memorial to Miss Charlotte Cunningham

| Minute No. | Subject/Resolution | Action |
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| 10366 | The two new councillors Cllr Hugh Parker and Cllr Don Broadbent were welcomed by the Deputy Mayor. To receive declarations of acceptance of office and declarations of pecuniary interests from the two newly appointed councillors. The clerk stated that she had already received and signed the appropriate declarations. | - |
| 10367 | Apologies for absence Cllrs D Shing (work), G Gibbs (personal), M Cunningham (bereavement) | |
| 10368 | Declarations of Interest in any items on the agenda Cllr J Harmer declared a non financial interest in minute 10375 | |
| 10369 | Opportunity for Public comment Standing orders suspended Mr Woolmer stated that he had received a response from ESCC Mr Chris Wilkinson regarding the Village Green Application timescales, indicating that the panel would convene in mid October, although this was a guide. Mr Wilkinson had stated in his email that once it had been confirmed at least one weeks notice would be given. Mr Woolmer read out a statement that he had never stated suggested or alluded to a planning application having been made regarding development at Polegate War Memorial Recreation Ground. He stated that KORGI members and he had always been aware of the facts and any reference to plans, were plans exhibited in the doctors’ surgery and discussed at the Apollo meeting on 24 th January 2009 in St Johns Hall. He extended an invite to most councillors to discuss with supporting evidence events leading to and following the Village Green Application. Standing Orders reinstated | - |
| 10370 | Minutes of the Full Council meeting 30th July The minutes of the Full Council meeting of 30 th July 2012 were signed as a true and accurate record of the meeting. VOTE All in favour | |
| 10371 | Polegate Town Mayors Report The deputy Mayor read out the engagements that had been attended by the Mayor over the last month. | |
| 10372 | Clerks report The report had been circulated prior to the meeting and noted by all present. A councillor asked if there were any further details on the street | |

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| | naming for Cllr R Martin. The clerk stated that she had been speaking to Wealden and it was hoped that the road sign be installed at the end September beginning of October, but no further details had yet been received. | |
| 10373 | <p>District/County Councillors reports</p> <p>Reports had been circulated prior to the meeting and noted by all present.</p> <p>Cllr Broadbent stated that he had been notified that afternoon the date had been changed on the meeting with Britannia to 3rd October 2012.</p> <p>Minute 10379b Cllr Shing stated that he had also had the same response from Chris Wilkinson regarding the proposed date of the panel for the Village Green, but had been informed that as a local councillor he would not be on the panel.</p> <p>Cllr Shing stated that Station Road was now being looked at for extending yellow lines following the safety audit.</p> <p>The chair confirmed that a special meeting had been called on 8th October to discuss this.</p> <p>Cllr Shing invited further questions and then left at 8.18pm</p> | |
| 10374 | <p>Adoption of Minutes & recommendations From Committees and Standing Committees</p> <p>a) Planning 17th September 2012– the minutes had not been drafted & circulated prior so this item was withdrawn</p> <p>b) Finance & Policy Meeting 17th September 2012– the minutes had not been drafted & circulated prior so this item was withdrawn</p> <p>c) Personnel Minutes 21st September 2012. This item was moved to the end of the meeting under confidential.</p> | |
| 10375 | <p>Town wellbeing notes 17th August 2012</p> <p>The notes were circulated to all councillors prior to the meeting and noted by all.</p> <p>a. Motion to support the Dickensian Event</p> <ol style="list-style-type: none"> i. by providing photocopying of posters/paperwork ii. by collating risk assessments (clerk) iii. by insuring the volunteers of the Dickensian Group for the event (no cost) iv. by donating to Santa for his attendance v. by giving permission to use the car park and surrounding PTC area for the event vi. by supporting with request to the celebrity (to request to attend and judge the costumes) vii. by allowing the use of the PA system for the event and council lighting <p>The motion was discussed and voted upon en block as above.</p> <p>VOTE all in favour in supporting the Dickensian event by i-vii above</p> <p>b. Motion to book St Johns for the Mayors Tea Party (Xmas)</p> <p>VOTE All in favour of booking St Johns for the Mayors tea party.</p> <p>c. To delegate the arrangements and finances to the clerk within the remaining budget under the elderly (code 7001)</p> <p>VOTE All in favour of delegating the arrangements and finance to the clerk for the Mayors tea party under the budget of elderly.</p> | <p>JO</p> <p>JO</p> <p>JO</p> |

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| <p>10376</p> | <p>Adoption of Amended Financial Regulations The amended financial regulations had been circulated prior to the meeting and the amendments noted by all present. It was resolved to adopt the amended financial regulations. VOTE All in favour.</p> | <p>JO</p> |
| <p>10377</p> | <p>External Audit comments – update for information only The report had been circulated to all members prior to the meeting and noted by all present.</p> | |
| <p>10378</p> | <p>Motion to add new councillors to the committees and working groups</p> <p>It was resolved to add Cllrs Mrs J Voyce and H Parker to the Planning committee and remove Cllr E Board. Cllr D Broadbent to Environment & Leisure. Cllrs H Parker to the Finance committee. Cllr D Broadbent to be added to the personnel committee. To remove Cllr E Board from Buildings & Land working Group; Town Wellbeing Group; Town Masterplan & planning Policy Working Group; Business Plan Working Group. VOTE All in favour</p> | |
| <p>10379</p> | <p>Polegate War Memorial Recreation Ground a) Motion for council to consent to arrange a weekend of activities on the ground on Sunday 26th and Monday 27th May 2013. The Cllr was asked to clarify whether this would be a council run event or resident run. The event is to be run by volunteers (similar to the Jubilee event). Cllrs would be permitted to join the group should they wish. The clerk stated that there was no budget for the event and how funds would be raised. The Cllr stated that funds would be raised from donations and fund raising and not through the council. It was resolved that an event would be permitted on Sunday 26th and Monday 27th May 2013. VOTE All in favour</p> <p>b) Already answered at minute 10373</p> <p>c) Wannock Offices – rental i) A Cllr asked the clerk if ad hoc rental would affect the Village Green Status. The clerk stated that it would not as the proposed rental was for ad hoc recreational purposes only at this stage.</p> <p>A Cllr asked the clerk if there had ever been a planning application to develop any part of the War Memorial recreation ground, either for housing or for a doctor’s surgery. The clerk stated that there had not been. The only drawings were the ones that Apollo had exhibited at their meeting. 1st Proposal CB: That due to the new information on the date of the panel to meet for the village green the decision be delayed for 4-6 weeks.</p> <p>A Cllr asked if the rooms were rented out at all. The clerk stated that the former offices and chambers were not rented out at all, but due to changes in the law the council were now paying</p> | |

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| | <p>council tax on the rooms, even though they were empty. A Cllr stated that the plans had been exhibited by Apollo to seek public opinion. The council had after the public meeting resolved against the proposal from Apollo. No planning <i>application</i> had ever been received.</p> <p>Proposal EB: To go ahead and rent out ad hoc to recreational groups only until the Village Green Status was resolved. The Cllr added a small loss was better than a big loss.</p> <p>1st Proposal CB was seconded (DB). The Cllr stated that she was unhappy to resolve to rent until the outcome of the Village Green Status.</p> <p>The county councillor stated that it was possible that it would be delayed. No firm date was set and to resolve for 4-6 weeks may not cover the timescales required.</p> <p>1st proposal amended: Motion not to rent ad hoc or otherwise until the outcome of the Village Green Status. Seconded.</p> <p>A Cllr asked if there were people waiting to rent. The clerk stated that she had a list of interested parties, but that until a decision was taken it could not be certain who would rent.</p> <p>A vote was taken on the 1st proposal. It was resolved not to rent ad hoc or otherwise until the outcome of the Village Green Status. 7 for 2 against 2 abstentions.</p> | |
| 10380 | <p>a. Approval of accounts It was resolved to accept the accounts for payment, copy attached to the minutes. (Total £25990.84) VOTE All in favour</p> <p>b. Copy of latest Barclaycard statement A copy had been circulated prior to the meeting and noted by all present.</p> <p>c. Copy of the latest bank reconciliation A copy had been circulated to all members prior to the meeting and noted by all present.</p> | |
| 10381 | <p>Correspondence for information only a) Letter from Wealden District Council regarding boundaries commission update. The letter was circulated prior to the meeting and noted by all present.</p> | |
| 10382 | <p>Correspondence for Action a. Polegate Community Association – request to nominate ONE councillor representative to the Community Association Currently J O’Riordan & Mrs C Berry It was resolved that Cllr Mrs Berry would represent the council at the community Association and report back. VOTE All in favour</p> <p>b. Letter from resident of 68 Heron Ridge requesting access for contractor over council owned land. It was resolved that the contractor be granted</p> | JO/CB |

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| | <p>permission subject to conditions. (Gates/access over council land to be excluded), safety and security, insurance liability certificate, reinstated land with before and after photos to be taken by the clerk. VOTE All in favour</p> <p>c. Request from clerk to delegate authority to make decisions on access over council land to Heron ridge (as per above request) to expedite requests.</p> <p>Cllrs made various suggestions of items for the clerk to consider. The clerk stated that she would consider these. (e.g insurance liabilities, safety, security and gate issues.)</p> <p>It was resolved that the clerk would make decision on similar requests of access over the land at Brightling Road. VOTE All in favour</p> <p>d. Letter from Airs (Action in Rural Sussex)</p> <p>i. Propose a councillor to attend the AGM on 7th November 2012 at Ardingly (not time given at present)</p> <p>It was resolved that Cllr J O’Riordan would represent the council at the Airs AGM and report back. VOTE All in favour</p> <p>e. Email from LGPS re policy on discretions</p> <p>ii. To decide whether to provide discretionary payments as listed</p> <p>ITEM WITHDRAWN more information has now been received. The clerk has drafted a full policy to be submitted to council at the special full council meeting on 8th October.</p> | <p>JO</p> <p>JO</p> <p>JO/JOR</p> |
| <p>10383</p> | <p>Proposed dates of next cycle of meetings</p> <p>The following meeting dates were agreed and noted by all.</p> <p>Special Full Council 8th October 2012</p> <p>Environment & Leisure 29th October 2012</p> <p>Budgets:</p> <p>Planning 5th November 2012 7.30 pm</p> <p>Environment & Leisure 12th November 2012</p> <p>Finance & Policy 19th November 2012</p> <p>Full Council (BUDGET) 26th November 2012</p> <p>Full Council 28th January 2013</p> <p>Environment & Leisure 25th February 2013</p> <p>Finance 11th March 2013</p> <p>Full Council 25th March 2013</p> | |
| <p>10384</p> | <p>Committee to consider 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.</p> <p>VOTE All in favour</p> | |
| <p>10385</p> | <p>Personnel Minutes 21st September 2012</p> | |

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| | <p>It was resolved to adopt the minutes and recommendations of the personnel meeting of 21st September 2012 and to put forward the budget for personnel to the Finance meeting of 19th November 2012. VOTE All in favour.</p> | |
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The meeting closed at 8.38pm