

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Tuesday 26th April 2011 in the Council Chamber, 49 High Street Polegate at 7.30 p.m.

Present: Cllrs T Voyce (Mayor/Chair), M Cunningham, T Wright, G Carter, Mrs M Piper, R Martin, Mrs C Berry, J. Harmer, Mrs J Voyce, A Watkins, Mrs J Bigsby, Mrs C Berry, J Rogers

**Also present Mrs J Ognjanovic Town Clerk
1 member of the public**

9684 Apologies for absence

Cllrs S Barber (work) S Shing (work)

9685 Declarations of interest

9701 Cllr J Harmer non prejudicial (conflict of interest re complaint)

9686 Opportunity for public comment

None

9687 Notification of items to be dealt with as urgent

Correspondence had been received regarding Honey Pot Farm licence for goods vehicles. The location was discussed as being near Cophall roundabout.

<p>It was resolved that the clerk would find out if planning permission had ever been granted for these 5 licences as per the letter submitted by the Traffic Commissioner. VOTE All in favour.</p>
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9688 Minutes of the Council Meeting held on 28th March 2011.

<p>It was resolved to adopt the minutes of the Meeting held on 28th March 2011 and they were duly signed by the chairman as a true and accurate record of the meeting. VOTE all in favour</p>

9689 Polegate Mayor's Report

The report had been circulated to Council prior to the meeting and noted by all present. The Mayor thanked everyone for their hard work and support and personally thanked a number of members individually and handed out gifts and certificates that he had prepared for every councillor. The office staff were also thanked for their work.

9690 PCSO & District Commanders report

Two reports had been received from the PCSOs the previous month. Two district commander reports were circulated prior to the meeting and noted by all present.

Cllr Mrs Berry asked the clerk to ask the PCSOs to look at the parking spaces outside the Drs Surgery opposite the florists which has a two hour waiting as one car appears to be parking there all day.

9691 District/County Councillors' Reports

No written reports had been received. Cllr R Martin stated that there had been little activity at present.

9692 Town Clerk's Report

The report had been circulated prior to the meeting and noted by all present. The clerk was asked who was the main beneficiary of the meeting with the Willington and Jevington Clerk. The clerk stated that she felt Polegate Town Council had benefitted the most as she had discussed many issues that had

been posing a problem for PTC and these were likely to be resolved following the discussions that had taken place.

The clerk was asked if it had been resolved that the local MP would be invited to the Town Assembly. The clerk stated that it had not been resolved. The clerk updated council on the current response from those parties asked to make presentations.

The clerk was asked about the amount of time being spent on a particular resident. The clerk updated the Council on the situation.

The clerk was asked if the gents doors had now been completed. The clerk stated that they had now been completed, there had been a delay due to the contractor being unable to obtain the closing mechanism.

A discussion took place regarding including consultations in the newsletters, particularly with regard to the lottery bid at Brightling Road.

**It was resolved that questionnaires & consultations with the public would be included in newsletters in the future to allow feedback from the public and progression of projects.
VOTE All in favour.**

9693 Reports from Representatives of outside bodies

Cuckmere Community Bus - A report had been circulated to councillors and noted by all present. A councillor mentioned that following the presentation with South Downs National Park authority there were some avenues of funding and access that could be explored in the future.

Citizens Advice - The newsletter had been circulated to all councillors prior to the meeting and noted by all present. It was brought to the council attention of the new Gateway project as a new and faster method of dealing with queries, similar to the way accident and emergency triage work. It was noted that there was a substantial need for people willing to help who could speak the following languages: Urdu; Punjabi; Hindi; Milam; Pajabi anyone that could speak these languages as a second language should contact the Citizens Advice Bureau.

Civil Protection - The Council representative stated that he had attempted to contact the civil protection gentleman with regards to having a radio check.

Children/Playgroup - No report had been received.

Crime prevention Neighbourhood Watch - There had been an over 50's day run by Wealden District Council where Neighbourhood watch had a stall, there had been a number of questions taken at the stall. There were now over 1000 houses in Polegate within Neighbourhood watch, but it was still a concern over the long term future and who would be running it, in terms of co-ordinators mainly. The AGM would be in July.

Eastbourne Area Transport Forum - Many areas had started to speak, but had realised that Councils had been omitted from the meetings. Wealden District Council and some major transport companies had already been talking about what needs to be done, particularly with regards to new developments. Now it was appearing to have a higher profile, more correspondence may start to filter in from outside bodies to the Council and improvements may be on their way.

Polegate Windmill - No further reports from the last meeting.

Press Liaison No report

South Wealden Association of Local councils - Although a meeting had taken place the previous week the agenda items did not have anything that was related to Polegate and therefore the representative had not attended.

Parish Planning Meeting - The representative had attended the quarterly parish planning meeting in Uckfield on the 19th April. It had been interesting. E-planning was likely to go live by end July 2011. After local election parish training had been arranged for all councillors following the election on Tuesday 7th June 2011 at 6.30pm, the meeting would be for about 2 hours. The clerk confirmed that this had been booked. The topics to be covered were building control, environmental health, planning & housing.

Tree Warden – the clerk stated that she contacted Mr Hammond, who had agreed to supply a report to full council, but one had not been received in the office at that time.

9694 Youth / Elderly Report

None

9695 Filching Quarry update

A report had been circulated prior to the meeting and was noted by all present. There were concerns that following the South Downs National Park meeting, that if meeting were held at Midhurst, residents may not be able to attend. It had already been delegated to Cllrs Mrs J Voyce, Mrs M Piper and T Voyce to issue a response to the office to submit on headed paper. Cllr Mrs Piper stated that she would submit a response to the office shortly.

9696 Minutes and recommendations from committees and standing committees

Environment & Leisure 4th April 2011 and Planning 28th March 2011 minutes had been circulated to all councillors prior to the meeting and were noted by all present.

9697 Councillors Question time

None

9698 Financial Update

a) Accounts for payment (copies attached)

The clerk was asked about the name of one of the payments. The clerk informed the councillor of the contractors actual name and the name they were trading as.

It was resolved at approve the accounts for payment VOTE All in favour.

b) The Barclaycard statement was noted by all present.

c) The Bank Reconciliation was noted by all present.

The clerk informed those present that close down would be closely followed by the internal audit and that it may be prudent to hold a special full council meeting shortly afterwards to approve the accounts so that the deadline was not so close for the next full council meeting and the accounts could be published subject to external audit.

9699 Correspondence

a) Email from Pensions office

The clerk briefly explained the email to all present.

It was resolved to accept the change from RPI to CPI as per email with no objections and to inform the pension authority appropriately. VOTE All in favour

b) Email from Wealden District Council regarding names of streets for the new development "Bluebells" along Dittons Road.

Sheets were completed with preferences and handed back to the clerk to collate and submit to Wealden.

c)SALC email re Project 2015

No comments were submitted for Project 2015

d) Response to Kelvin Williams (Wealden District Council) letter

A discussion took place regarding the letter and its contents. Councillors felt the letter was a disgrace and were appalled that a senior officer could send a letter with this content to Polegate Town Council. It showed total disregard for the comments of residents and Polegate Town Council. A discussion on whether to respond to the letter took place and whether to send a letter of complaint to a more senior officer. The clerk was asked her opinion on the letter, she stated that she had developed a good working relationship with both case and policy officers and more senior officers, who had now been very helpful in making sure that objections submitted by PTC were submitted in the best possible way to enquire their effectiveness.

It was resolved that although the letter was considered to be rude and disrespectful, a response would not be sent. It was agreed to keep the bullet point of a response on file. VOTE 11 for 1 abstention Cllr Watkins

e) Letter from resident regarding background papers and LDF

A discussion took place regarding the letter that had been circulated to all councillors prior to the meeting. The clerk responded that she believed background papers had been supplied in the past as this was now being done.

f) Email of thanks from Polegate Windmill for grant of £175

Circulated to all councillors prior to the meeting and noted by all present.

g) Letter of thanks from Polegate Twinning Association for grant of £175

Circulated to all councillors prior to the meeting and noted by all present.

h) Wealden Citizens Advice Newsletter

Circulated to all councillors prior to the meeting and noted by all present.

i) New rate of Mileage re new tax rules from 6th April 2011

A discussion took place on whether Council should adopt the new rate and it was agreed this would be addressed at the next Finance & Policy meeting on 24th May 2011 as it would have budget implications.

9700 Proposed Dates of next cycle of meetings

The dates were agreed as follows:

Annual Town Meeting 16th May 2011

Town Assembly 23rd May 2011

24th May 2011 Finance & Policy

20th June 2011 Environment & Leisure	27th June 2011 Full Council
18th July 2011 Finance & Policy	25th July 2011 Full Council
12th September 2011 Environment & Leisure	26th September 2011 Full Council
10th October 2011 Finance & Policy	24th October 2011 Full Council
7th November 2011 Personnel Budget	14th November 2011 Environment & Leisure BUDGET

21st November 2011 Finance & Policy BUDGET	28th November 2011 Full Council BUDGET
12th December 2011 Full Council	
23rd January 2012 Finance & Policy	30th January 2012 Full Council
13th February 2012 Environment & Leisure	27th February 2012 Full Council
12th March 2012 Finance & Policy	26th March 2012 Full Council

9701 Formation of Complaints Panel

A discussion took place on the date and the procedure of the meeting with the elections coming up. The Council was advised that the individual had informed the clerk that he would not be attending the panel meeting.

It was resolved that a complaints panel would be formed from the new council with 3 members being selected to be on the panel. The clerk would arrange for 3 volunteer councillors to be appointed to the panel once elections have taken place and declarations signed. VOTE 13 in favour 1 abstention (Cllr J Harmer)

It was resolved that the panel would meet on the 20th May 2011 to consider the issue if it had not been withdrawn. VOTE 13 in favour 1 abstention (Cllr J Harmer).

The meeting closed at 20.30pm