

**UNADOPTED
POLEGATE TOWN COUNCIL**

**Minutes of the Full Council meeting held on Monday 26th September 2016
Council Chambers, 49 High Street, Polegate BN26 6AL at 7.30pm**

Present:

Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, B Goodwin, T Bennett, R Shing, Mrs W Alexander, D Shing (15)

Not Present: - (all present)

3 members of the public

Alice Webster gave a presentation on Improving the quality of care and patient experience East Sussex Healthcare NHS Trust. The presentation ended at 7.37pm

Minute	Subject/Resolution
11834	Opportunity for public comment A member of public commented on the Christmas Lights working group. Speaking of past issue with the lighting and contracts. He stated that he felt the council should purchase from catalogues rather than bespoke lights and was pleased to see that the lead in time was over a year.
11835	Apologies for absence Cllrs D Murray, D Shing, R Shing, S Shing apologies re late arrival.
11836	Declarations of interest in any items on the agenda None
11837	<i>Item 11854a was brought forward by the Mayor details have been shown under minute 11854a</i> <i>Cllrs D Murray, S Shing, D Shing, R Shing arrived at 8.07pm</i> <i>Cllr Mrs C Berry left the meeting at 8.36pm and returned at 8.39pm</i> Mayors report – verbal The mayor commented that he had attended many functions including summer fete at Havelock house, the Newhaven Dieppe Raid commemorations, the presentation evening for the gardens which was exceptional quality this year and had presented a certificate to Nathan Dunbar for raising over £400 for charity. He informed the council that he had presented a gift of a painting to the German Mayor (or Twinned Appen) at the Twinning event.
11838	Clerks Report Noted by all present <i>Cllr B Goodwin left the meeting at 8.44</i>
11839	Minutes of the special full council meeting 18th July 2016 It was resolved to adopt the minutes of the special full council meeting of 18th July 2016 VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing
11840	Minutes of the Full Council meeting of 25th July 2016 It was resolved to adopt the minutes of the full council meeting of 25th July 2016 VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing
11841	Adoption of minutes and recommendations of standing

	<p>committees</p> <p>a) Finance & Policy Committee 26th August 2016 and 9th September 2016</p> <p>It was resolved to adopt the minutes and recommendations of the finance & policy committee of 26th August 2016 and 9th September 2016 VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing</p> <p><i>Cllr B Goodwin returned at 8.46</i></p>
<p>11842</p>	<p>Dissolution of the age gym working group</p> <p>It was resolved that following the completion of the outdoor gym the age gym working group could now be formally dissolved. VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
<p>11843</p>	<p>Creation of a Christmas Lights working group</p> <p>It was resolved to create a Christmas lights working group to consist of Cllrs Mrs W Alexander, Mrs M Piper, Mrs C Berry, Ms A Snell VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
<p>11844</p>	<p><i>Cllr D Watts left the meeting at 8.49 and returned at 8.50</i> <i>Cllr M Falkner left the meeting at 8.50 and returned at 8.52</i></p> <p>Reports from representatives of outside bodies</p> <p>The council's representative for NALC commented that as part of her post, she had nominated Cllr Dunbar as young councillor in the NALC awards and was pleased to say that he had been selected as a finalist and would be attending their presentation evening.</p> <p>a) Hailsham Area Action Plan minutes The report was circulated to all prior to the meeting and noted by all present. Comments were made on the A27 and a councillor stated that he thought it was a good idea.</p> <p>b) South Downs National Park The report was noted by all present.</p> <p>c) Wealden Citizens Advice The report was noted by all present. The council's representative stated that the situation has been frustrating, having been told that Citizens' advice would return at Christmas. The room had been assessed and then no information had been forthcoming at all. The Cllr was thanked for her attempts to restore the service.</p> <p>d) Polegate Twinning – new representative required Cllr T Bennett had stood down for work reasons and the chair asked if anyone would volunteer to represent the council. Cllr Ms A Snell volunteered.</p>

	<p>It was resolved that Ms A Snell would represent the council at twinning. VOTE all in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p> <p>e) Polegate Windmill – new representative required Cllr T Bennett had stood down for work reasons and the chair asked if anyone would volunteer to represent the council. Cllr D Watts volunteered for the position.</p> <p>It was resolved that Cllr D Watts would be the Polegate Windmill representative for the council. VOTE all in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
11845	<p>Financial update</p> <p>a) Approval of accounts for payment as presented</p> <p>It was resolved to approve the accounts for payment as presented to the total of £3840.69 VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p> <p>b) Barclaycard statement Noted</p> <p>c) Income & expenditure account, trial balance & Bank reconciliations Noted</p>
11846	<p>External Audit Report on annual return The council noted that there were no recommendations on the annual report from the external auditor.</p> <p>It was resolved to accept the external audit report with no recommendations. VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
11847	<p>Motion to delegate to the clerk to purchase air fresheners for public toilets (Wannock and High Street)</p> <p>It was resolved to delegate to the clerk to purchase air fresheners for public toilets (Wannock and High Street) VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
11848	<p>Motion to delegate to the clerk to put signs up in the public toilets to explain how much they cost to maintain and to ask them to treat them with respect.</p> <p>It was resolved to delegate to the clerk to put signs up in the</p>

	<p>public toilets to explain how much they cost to maintain and to ask them to treat them with respect. VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
11849	<p>Motion to delegate to the clerk to write a letter to Network Rail to voice concerns over the operating of the railway crossing at Polegate</p> <p>It was resolved to delegate to the clerk to write a letter to Network Rail to voice concerns over the operating of the railway crossing at Polegate and additional comments as discussed during the meeting. VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p>
11850	<p>Motion to create a rain shelter working group to investigate the possibility of providing rain shelters on each side of the railway crossing and report back to council with the findings</p> <p>A short discussion regarding the many requests from the public, the councillor who originally raised the motion stated that councillors were here to represent the public, whether the ideas were considered to be feasible or not. The council also discussed costs and favouring CCTV over the shelters. The motion was withdrawn</p>
11851	<p>Motion to issue a Corporate statement re pharmacies</p> <p>Following a short discussion (it was decided that as this matter had now been cancelled/deferred by the Government) this motion was not required. The motion was therefore withdrawn, subject to it not being reinstated as a proposal in the future.</p>
11852	<p>Motion to create a Principles of development working group (from visioning) and to approve the terms of reference as presented</p> <p>Council discussed the proposed Neighbourhood Plan and with all the changes there was a potential of developments such as Honey Farm coming back to be discussed. It was agreed that the council needed a Neighbourhood Plan and this would assist in obtaining larger % of funding from any CIL monies, both now and in the future from development. A councillor stated that he had spoken to Marina Briginshaw (Strategic Planning Office) at Wealden District Council about some of the potential items that could be included. Some of these were strategic and would need to be incorporated in the Wealden Local Plan which was currently being developed. The councillor stated that for example the roman road might be protected should development near Honey Farm go ahead. He stated that it was very important to note that a Neighbourhood Plan was not to avoid development, it was to manage development and this may not be in favour with some residents who may be opposed to more development in the area. The councillor stated that councillors who joined the delegated group would need to be aware of that. He stated that development would have to come and the plan would be a way of managing it and mitigating it. It was agreed that the group would need a certain element of delegated authority to ensure that decisions were made on a timely basis. It was agreed that Councillor Board would lead the working group and prepare a proposal including potential costs involved. This would be a formal written document and would be brought</p>

	<p>back to full council. The councillor stated that it was likely to include infill to the North, how plans for Hailsham and Pevensey would affect Polegate, open space, social housing (larger gardens and good housing). Wealden District Council had agreed to lend a hand with this. It may also include sustainable development and cycle routes linking with the North and the town centre; potentially remodelling the town centre and having a 5 mph shared space with cars and people. It was agreed that Cllrs E Board, D Murray, B Goodwin, Mrs M Piper and Mrs W Alexander would form the delegated working group. The council discussed the reports about the potential of a new railway station and how that might affect the town. The Hailsham Area Action Plan was also discussed and how it affected Willingdon and Polegate. A councillor commented that the problem may lay in the fact that the council may have to embrace development, without having any control over the provision of infrastructure.</p> <p>It was resolved that the terms of reference be adopted and form a Principles of Development working group to be made up of the following councillors Cllrs E Board, Mrs M piper, D Murray, B Goodwin, Mrs W Alexander VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Shing, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, R Shing, Mrs W Alexander, D Shing, B Goodwin</p> <p><i>Cllrs S Shing, D Shing R Shing left the meeting at 9.44 pm</i></p>
<p>11853</p>	<p>Town Centre Steering Group</p> <p>a) Motion to approve the town centre steering group (working group) terms of reference as presented</p> <p>It was resolved to create a town centre steering group with terms of references as presented and to include Cllrs Ms A Snell, Mrs M Piper, D Watts, Mrs C Berry, Mrs S Dobson. VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, Mrs W Alexander, B Goodwin</p> <p>b) To delegate to the clerk to arrange a public meeting and invite shop owners and interested residents</p> <p>It was resolved to delegate to the clerk to arrange a public meeting (for the town centre steering group) and invite shop owners and interested residents VOTE All in favour Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Dobson, E Board, Mrs M Piper, D Murray, M Falkner, T Bennett, Mrs W Alexander, B Goodwin</p>
<p>11854</p>	<p>Correspondence for action</p> <p>a) CCTV - revisit deferred decision - council to decide whether to purchase new replacement camera from general reserves and if to purchase which type of camera (Claude available to discuss options of new cameras)</p> <p>Claude Deaud made his presentation at the beginning of the meeting and</p>

answered many questions on the cost of the equipment, the way the equipment worked and options available to the council. He stated that a second hand camera may be purchased for £750 +VAT and that the contract with BTRedcare was being re-negotiated and there may be other options to the council after that which could prove useful and less expensive. He commented that one of the new cameras could cover the same area, although that meant if one failed there would be no coverage. He also commented that Wi-Fi could be introduced which would allow shops to advertise. He stated that although the older footage was not as good quality as the new one, it was certainly possible to prosecute from the footage and it could be used as evidence. He stated that the footage could be monitored or simply recorded as evidence, which is also cheaper. He invited councillors to attend the control room to see how it worked. A number of councillors put their name on a list to attend. A councillor commented that the light in Polegate High Street was not as good as in Hastings. Claude stated that although this would affect the footage, the footage was much clearer. A councillor commented on the total cost compared to what the council received and that he preferred not renewing the camera. The council discussed the deterrent factor of the cameras. Claude commented that the council may be able to get better deals at £3250 as a full upgrade under the potential new contract. A councillor proposed that the council purchase the second hand camera at £750 which was guaranteed for 6 months and then see what the new contract was in the new year and make a decision on that once the figures were known. Claude was asked to liaise with the clerk and arrange a visit to the control room and further figures on the potential new contract and decommissioning the cameras and options on new ones. It was also asked how much it would cost to reinstate if the council decided to decommission now and then reinstate at a later date. It was agreed that as the discussion had taken so long a special full council meeting would be called to discuss the matter. The matter was deferred pending the visit and updated information from Sussex Police.

b) Request from Hart Reade re support by the town council on a town (business) promoting calendar. Profits to go to You Raise Me Up.

i) To be a point of distribution

ii) To have the Town Council logo on the calendar as a partner

iii) Potential sponsorship (financial) by the Mayor

A councillor asked to ensure that the calendar was charitable and not seen to be supporting one solicitor over others.

It was resolved that the council be a point of distribution for the charity calendar, to have the council logo on and sponsorship by the Mayor (as agreed by him) VOTE 11 for Cllrs D Watts, D Dunbar, Ms A Snell, Mrs C Berry, S Dobson, Mrs M Piper, D Murray, M Falkner, T Bennett, Mrs W Alexander, B Goodwin 0 against 1 abstention Cllr E Board

11855 Proposed dates of next cycle of meetings

Full Council 31st October 2016
Preliminary Budget Meetings during October TBA (expected dates Personnel 21st October 2016, Planning 21st October 2016)
Finance Budget meeting 14th November 2016
Full Council 28th November 2016 (budgets initial)
Full Council Budget preliminary 12th December 2016
Full Council precept and budget 2017/18 setting 9th January 2017
Full Council 30th January 2017
Full Council 27th February 2017
Annual Town Assembly 6th March 2017 (7.30pm)
Full Council 27th March 2017
Full Council 24th April 2017
Annual Statutory Meeting 22nd May 2016 (Election of Mayor)
Full Council 26th June 2017
Full Council 31st July 2017
Full Council 25th September 2017
Preliminary budget meetings October TBA
Full Council 30th October 2017
Full Council 27th November 2017 (initial budgets)
Full council 11th December 2017 Budget and precept agreements
Full Council 8th January 2018 precept and budget 2018/19 final

The meeting closed at 9.52 pm

Signed Mayor of Polegate _____

Date _____