

**UNADOPTED  
POLEGATE TOWN COUNCIL**

**Minutes of the Full Council meeting held on Monday 31<sup>st</sup> March 2014 Council Chambers, 49 High Street, Polegate BN26 6AL at 8.30pm**

**Present:** Cllrs M Cunningham **MC**(Chair), J Harmer **JH**, T Voyce **TV**, Mrs J Voyce **JV**, M Clewett **MCI**, H Parker **HP**, Mrs M Piper **MP**, D Shing **DS**, J O’Riordan **JOR**, D Broadbent **DB (10)**

**Not Present:** Cllrs Mrs C Berry **CB**, S Shing **SS**, E Board **EB**, G Gibbs MBE **GG**, M Pybus **MPy (5)**  
2 members of the public

<b>Minute No.</b>	<b>Subject/Resolution</b>	<b>Action</b>
<b>10926</b>	<b>Apologies for absence</b> Cllrs Mrs C Berry (holiday), G Gibbs MBE (personal), M Pybus (work), E Board (work), S Shing (personal)	-
<b>10927</b>	<b>Declarations of interest</b> Cllr J Harmer minute 10934 (Twinning Grant) Cllr J O’Riordan minute 10934 (Twinning Grant) Cllr M Clewett minute 10934 (Twinning Grant) 10934 Signal Box non prejudicial	
<b>10928</b>	<b>Opportunity for public comment</b> No one wished to speak	
<b>10929</b>	<b>Minutes of the Full Council meeting held on 24<sup>th</sup> February 2014</b> <b>It was resolved to accept the minutes, the minutes were signed by the chair. VOTE All in favour</b>	
<b>10930</b>	<b>Adoption of Minutes from Committees and Standing Committees</b> <b>a) It was resolved to adopt the minutes and recommendations of the Planning Committee meeting held on 24<sup>th</sup> February 2014</b> <b>VOTE All in favour</b> <b>b) It was resolved to adopt the minutes and recommendations of the Planning Committee meeting held on 10<sup>th</sup> March 2014</b>	
<b>10931</b>	<b>Mayors report verbal</b>	
<b>10932</b>	<b>Verbal Report from Business Plan &amp; Buildings &amp; Land Joint Committee</b>	
<b>10933</b>	<b>Financial Update</b> <b>a) It was resolved to accept the accounts for payment to the value of £14,398.28 VOTE All in favour</b>  <b>b) Barclaycard Statement for information only</b> The statements had been circulated prior to the meeting and noted by all present.  <b>c) Bank Reconciliation and accounts for information</b> Reports were circulated prior to the meeting and noted by all present.	
<b>10934</b>	<b>Grants</b> <b>a) Eastbourne Area Epilepsy Group</b> <b>It was resolved to grant £375 to Eastbourne Area Epilepsy Group. VOTE All in favour</b> The clerk was asked to include a covering letter asking for feedback on how the money had benefitted Polegate Residents	<b>JO</b>

	<p>b) Cuckmere Community Bus Grant  <b>It was resolved to grant £350 to Cuckmere Community Bus (CCB) VOTE All in favour</b></p> <p>The clerk was asked to write a covering letter advising the CCB that they were welcome to reapply in the next financial year (2014/15) once they have audited accounts for 2013.</p> <p>Cllrs M Cunningham and M Clewett left the room at 8.55</p> <p>c) The thank you letter from Polegate Signal Box Preservation Society was noted by all present.  Cllrs M Cunningham and M Clewett returned at 8.57  Cllrs J O’Riordan, J Harmer and M Clewett left the room at 8.57</p> <p>d)Twinning Request for Grant  <b>It was resolved to grant £400 to the Polegate Twinning Association. VOTE 6 for 1 against Cllr Mrs M Piper</b></p> <p>The clerk was asked to send a covering letter asking for feedback on how the money has been spent and benefitted Polegate Residents.</p> <p>e) Recommendation to transfer any remaining grant budget to ear marked reserve for Street Lighting.</p> <p><b>It was resolved that any remaining funds in the grants budget should be transferred to the ear marked reserve for street lighting. VOTE All in Favour.</b></p>	<p>JO</p> <p>JO</p> <p>JO</p>
<p>10935</p>	<p><b>Correspondence for Action</b></p> <p><b>a) Email from Wealden District Council requesting corporate comment from the Town Council regarding “on street parking issue and how that interrelates with the parking in your town”</b></p> <p>A number of councillors expressed their outrage at being asked this question over again. Councillors stated that they had already made numerous reports, requests, complaints and responses to Wealden District Council over the years including walk rounds (around 16/17 years ago when first asked), consultations. Another councillor stated that there had been a review and response even prior to 16/17 years ago and yet still no action had been taken by Wealden District Council. A councillor commented that it appeared that all of the previous work has never reached the top of the drawer and the council felt that the District Council needed to be challenged on this now. Councillors commented that they felt this was yet another ploy to defer the matter again for a number of months. Councillors felt they should already be at the top of the list with the many years of requests and reports sent through and responses to Wealden’s questionnaires. All of which highlight the actions that the Town Council need Wealden to carry out. A councillor commented that the other matter being dragged out was the ESCC, Highways Parking Review for the yellow lines. Some of those changes would affect the parking in Polegate. It was confirmed that the yellow lines consultation was in progress but it would be months away until the lines were done. The Mayor asked the District Councillors and County Councillors present to take this issue back to their Councils and demand that some action now be taken on the reviews that</p>	

	<p>have been done in the past. Another councillor commented that in order to paint the yellow lines the pot holes would need to be fixed first to have something to paint the lines on. A councillor stated that he would like Wealden to be asked how many times the consultation needs to be consulted. The clerk confirmed that the ESCC Highways (yellow line/restrictions) parking review had now finished the statutory consultation and it was now due to go to public after the legal matters had been attended to. The County Councillor present confirmed that there would be 6 weeks for the public to be consulted and then it would go to committee.</p> <p>The Mayor stated that if anyone who was sitting on the District Council was not aware of the issues faced by Polegate regarding parking there was a problem. The situation has been going on for years and the District Council has never dealt with it.</p> <p><b>It was resolved that the clerk would send a strongly worded letter to the District Council informing the District Councillors that the Town Councillors were outraged that they had been asked numerous times in various formats over many previous years, each time responding to these requests in a timely manner and yet no action has ever been taken by the District Council in response to these questionnaires. The letter would request clarification on what action would be taken on these previous consultations when this action would take place.</b></p> <p><b>VOTE All in favour</b></p>	
10936	<p><b>Standing Orders – change to existing standing orders following issue of new model standing orders</b></p> <p>A discussion took place on the changes that would take effect with the new model standing orders. The Mayor explained that the major change was in the motions needing to be in writing. A councillor queried if he would be able to put a motion at a meeting. The clerk commented that ideally all motions would be received and circulated to all so that counter motions etc could be considered in the background paper information gathered prior to the actual meeting. At the meeting there was some flexibility (as shown in the standing orders) but this was to encourage all motions to be transparent on the agenda. A councillor commented that in debate often other things were discussed which may change the motion. The clerk stated that amendments were normal, but if extra information was required the motion may need to be deferred.</p> <p>A councillor asked if a motion for a certain amount was put on and agenda, could this be amended on the night of a meeting. The clerk stated that it could by motioning and amendment as the item would already be on the agenda for discussion.</p> <p>A councillor asked if it was fairly rigid, the clerk stated that some items would be rigid, but there was some flexibility depending on the motion on the agenda.</p> <p>A councillor commented that section 10 was clear in what motions did NOT require written notice; everything else needed written notice 14 days before the meeting.</p> <p>The clerk stated that it appeared that the standing orders were to prevent motions being raised at a meeting that had not been prepared for and councillors (and public) not notified of.</p> <p>A councillor stated that the fact that motions would be</p>	

	<p>circulated would give councillors the opportunity to put in a counter motion prior to the agenda and would allow amendments. The clerk confirmed that amendments of wording etc would be allowed on the night but a counter motion would require written notice prior to the agenda going out. The draft standing orders with amendments and comments had been circulated to all councillors prior to the meeting and noted by all present.</p> <p><b>It was resolved to accept the new standing orders as presented with their amendments (based on the new model standing orders). VOTE All in favour</b></p>	
<b>10937</b>	<p><b>Amendments to Financial Regulations</b>  <b>It was resolved to accept the new financial regulations as presented with their amendments VOTE All in favour</b></p>	
<b>10938</b>	<p><b>Proposed dates of next cycle of meetings</b>  Annual Town Assembly 7<sup>th</sup> April 2014  Full Council April 28<sup>th</sup> 2014  Annual Statutory Meeting (Election of Mayor) 19<sup>th</sup> May 2014  Full Council 30<sup>th</sup> June 2014  Business Plan, Buildings &amp; land Joint Committee 30<sup>th</sup> June 2014  Full Council 28<sup>th</sup> July 2014  Business Plan, Buildings &amp; land Joint Committee 16<sup>th</sup> September 2014  Full Council 29<sup>th</sup> September 2014  Full Council 27<sup>th</sup> October 2014  Personnel budget 24<sup>th</sup> November 2014  Planning budget 24<sup>th</sup> November 2014  Full Council 24<sup>th</sup> November 2014  Business Plan, Buildings &amp; land Joint Committee 8<sup>th</sup> December 2014  Full Council precept 12<sup>th</sup> January 2015  Finance &amp; Policy Committee 23<sup>rd</sup> February 2015  Full Council 23<sup>rd</sup> February 2015  Business Plan &amp; Buildings &amp; Land Joint Committee 30<sup>th</sup> March 2015  Full Council 30<sup>th</sup> March 2015</p>	
<b>10939</b>	<p><b>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. – Employment matters</b></p> <p><b>It was resolved to exclude the press and public on the grounds – employment matters VOTE All in favour</b></p>	
<b>10940</b>	<p><b>Staff Matters</b>  <b>a) Staff salaries</b>  <b>i) It was resolved to increase the salaries of the Litter Picker, Maintenance Person, Administrative Assistant and Administrative Assistant/Committee Clerk by 1% as per the budget resolution from 1<sup>st</sup> April 2014. VOTE All in favour</b>   <b>ii) It was resolved to increase the clerk salary in accordance with her contract to LCP38 and satisfactory review from 1<sup>st</sup> April 2014. VOTE All in favour</b>   <b>b) Litter Picker increase in hours</b>  <b>The confidential report was noted by all present and action agreed.</b>   <b>c) Office Closure once per month for one hour</b></p>	

	<b>It was resolved that the office would be closed for one hour to all except staff on the Friday morning following a full council meeting to allow for staff update/supervision and training. VOTE All in favour.</b>	
--	--	--

The meeting closed at 10.05 pm