

## UNADOPTED

### POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 9<sup>th</sup> November 2009 in the Council Chamber, 49 High Street Polegate at 7.30 p.m.

Present: Cllr S Barber (Chair), Cllr Mrs J Bigsby, Cllr J Harmer, G Carter, S Shing, Cllr Mrs J Voyce, Cllr T Voyce, M Cunningham A Watkins, R Martin and Cllr Mrs Joy, Cllr Mrs M Piper, T Wright, J Rogers and Mrs C Berry.

6 members of the public

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On opening of the meeting the Mayor reminded everyone that the meeting would be recorded. Cllr Watkins asked if this had been resolved at the personnel meeting. The clerk stated that there had been a problem with the machine but it had recorded very well. Cllr Watkins did not have a problem with the meeting being recorded but it was procedural matter that needed to be addressed. The clerk then turned the recording equipment off as directed by the Mayor and this would be decided at the next personnel meeting on 25<sup>th</sup> November.

#### **8877 Apologies for absence**

None

#### **8878 Declarations of interest**

Cllr Mrs J Voyce, T Voyce, J Harmer, S Barber and Mrs M Piper – Personal and Non –prejudicial - Agenda item 8886

Cllr J Rogers – personal and prejudicial – Agenda item 8886

Cllr J Rogers – personal and non prejudicial Agenda item 8895

#### **8879 Minutes of the Council Meeting held on 12<sup>th</sup> October 2009**

**8834** – Should have read that a letter should be sent to Norman Baker MP

Regarding the funding for Sussex Police Authority.

The minutes were approved as a true record and the Mayor was authorised to sign them.

#### **8880 Town Clerks Report including Health and Safety**

The Clerks report was circulated and noted. The Clerk apologised for not having the action plan ready but it is being updated. The Clerk also reported that she had confirmation from the Solicitors that the Polegate War Memorial Recreation Ground has now been registered with the Land Registry. The registration with the Charities Commission would now be completed and forwarded to them.

The Clerk had been informed by WDC that as from next year planning applications would be sent via computer. There will not be hard copies of plans including major planning applications. This would mean that Polegate Town Council would have to look into purchasing equipment fit for this purpose such as laptop, projector and screen. The Clerk would make enquiries from WDC as to how they would be sending the plans through to the Council.

<p><b>It was resolved that the Clerk should send a strong letter to WDC objecting to planning applications, especially major applications, being sent through via computer without any hard copies.</b></p>
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#### **8881 Notification of any items to be dealt with as urgent**

None

#### **8882 Opportunity for Public Comment**

None

#### **8883 PCSO report**

The report for October had been circulated and noted. There were no PCSO's in attendance. It was noted by Council that the statistics show an increase in incidents in Polegate North. It was felt that as there were more houses in the North than in the South, this could be some of the reason. There will be a Neighbourhood Panel Meeting for new priorities for Polegate North on Thursday 12<sup>th</sup> November.

#### **8884 District/County Councillors' Reports**

Reports from Cllrs D Broadbent and R Martin had been received prior to the meeting. No other reports had been received. A discussion took place regarding the reports that should be sent to the Clerk in time to be sent out with the Agenda. Cllr Shing requested that he be asked for the reports prior to the meeting. Cllr Cunningham reminded him that not only did he have the dates of the meetings at the beginning of the year but also there is an agenda item on Full Council meetings with dates of the next cycle of meetings. Separate copies of the Agenda had been sent to each of the County and District Councillors. Cllr S Shing did not give a verbal report.

Cllr Wright asked if there had been any update on the Doctors Surgery at Tower Mill and if Polegate Residents were going to be left with any provision in the High Street. Cllr Martin said that he had no more information on this matter but would update the Council with any news when he received it.

#### **8885 Adoption of minutes from Standing Committees**

Planning – 21<sup>st</sup> October

General Purposes – 21<sup>st</sup> October

Finance – 28<sup>th</sup> October

Personnel – 28<sup>th</sup> October

<b>It was resolved that the minutes from these meetings were adopted.</b>
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#### **8886 Polegate War Memorial Recreation Ground**

a) Letting of Wannock Offices – Cllr J Rogers left the meeting.

The Council had been approached by the Polegate Pre-School regarding the Wannock Offices. The Pre-school felt that as the price for using the Community Centre had been increased twice in a year and the last increase was by 10%, their funding could not sustain the increases much more. The Council had been given copies of the Pre-schools accounts. The Pre-school and the Clerk had been notified of the outcome of a meeting with the Business Development Officer, Early Years, Childcare and Extended Schools Service from ESCC and The Standards Development Officer Childhood Services Team also from ESCC. These notes had been circulated and noted by all members of the Council. A lengthy discussion took place regarding the Pre-schools situation and the situation that Polegate Town Council find themselves in regarding Polegate War Memorial Recreation Ground and the Covenant. Council felt that we should help the Pre-school and it would be a very great shame if we had no provision in the Town but we had to take into consideration the Covenant at the ground in Wannock Road. The Council

discussed the funding of any empty building at Polegate War Memorial Recreation Ground and how it could become a target for vandalism. The Mayor felt at this point in proceedings that he would invite the members of Polegate Pre-school to be able to comment on this matter.

Cllr S Shing left the meeting.

### **Suspend Standing Orders**

The supervisor of the Pre-school stated that they have 50 children who attend and they have many more on the waiting list. They also employ 14 members of staff. They have looked at all their options and they are trying to fundraise as much as possible. If they do not get any help then they will have no choice but to close the Pre-school as they will not be able to meet the needs of the children. They do not provide full day care but only by session and they are non-profit making. They are a Registered Charity.

### **Re-instate Standing Orders**

A further discussion took place as Council wanted to make sure they had all the facts and more information needs to be sort.

**It was resolved that this would be an agenda item on the Full Council on 14 December after more information was sort.**

### **8887 To consider the nature of Confidential Business.**

A report had been circulated, noted and agreed which had originated from Cllr Watkins. The Clerk then read information from a publication which states the following –

“In few cases is there any good reason for excluding the press or the public from meetings, and in still fewer it is necessary to impose secrecy upon the members. As a rule, however, it is desirable to treat the discussion of the following types of business as confidential:

- A) engagement, terms of service, conduct and dismissal of employees
- B) terms of tenders, and proposals and counter-proposals in negotiations for contracts
- C) preparation of cases in legal proceedings; and
- D) the early stages of any dispute.

### **8888 Councillors Question Time**

8842- Cllr Watkins asked if the co-option of Cllr Mrs J Voyce had to be taken to Full Council rather than a planning meeting. He stated that he had not objection to Mrs Voyce being co-opted to planning but felt that it was a procedural matter. The Clerk stated that there was nothing definitive in Standing Orders. This would be an agenda item on the next full Council meeting and an up to date list of all committees would be available.

8867 – Confidential – Cycle of meetings. The question was asked if this had been resolved. This had not been resolved and would be discussed at the next Full Council Meeting.

Cllr Watkins asked the Mayor if any discussions had taken place with the Town Council about an out reach surgery being in Polegate. The Mayor answered that there had been no discussions with the Council.

### **8889 Youth**

Nothing to report

### **8890 Over 60's**

Nothing to report

### **8891 Financial Report**

#### **a) Approval of accounts for payment**

The Accounts were approved

#### **b) Monthly financial update**

The financial update was approved

### **8892 Correspondence for Information/Action**

Valuation Office Agency – 49 High Street and The Recreation Ground.

The Valuation Office Agency has produced the summary of the rating valuation for

The two properties and there had been a significant increase.

**It was resolved that the Clerk would contact the Valuation Office Agency and query why there had been this increase.**

Balfour Beatty Mott Macdonald – Works on A27 – for noting

Waste Minerals Core Strategy – Consultation on Preferred Strategy- for noting

Change to Bus Services – for noting

Draft Bus Strategy Consultation – Cllr J Rogers will be undertaking this task.

Wealden Local Strategic Partnership (LSP) Special Event – For noting. Cllrs J

Rogers, R Martin and G Carter will be attending.

Anchor Staying Put – Asking for an assessment site – use of a room.

**It was resolved that this could be a good idea and the Clerk would look into this in more detail to see if we can accommodate it in any way.**

The Clerk brought to the attention of the Council the following that had come into The office in the few days –

Wealden Citizens Advice – A letter had been received stating that the CAB that

Met at Polegate would become every other Tuesday and there would be a CAB

Advisor at the Children's Centre every other Wednesday. Council felt very unhappy

That members of the general public would be allowed to enter the Schools

Property to visit the CAB. However, it would be providing a worthwhile service to

Community.

Office of the Traffic Commissioner – Lloyds Environmental Waste Management Ltd

Operating Centre – this was to notify the Council that all their previous concerns

Had been looked at and they would become part of the conditions of the licence.

Polegate and District Model Engineering Club – a letter had been received

Requesting permission to erect a cover for the station area of the club at Brightling

Road.

**It was resolved that more information needed to be sort form PDMEC including a photograph and drawings.**

### **8893 Communications from the Town Mayor**

The Mayor thanked everyone for attending the Remembrance Service at St Johns

Church on Sunday. He also reminded everyone about the Dedication Service on

Wednesday 11<sup>th</sup> November at Polegate War Memorial Recreation Ground at

10.40am.

Cllr M Cunningham would be opening the new Dentists surgery on 21<sup>st</sup> November

And Deputy Mayor Cllr Mrs M Piper would be opening the St Wilfred's Charity Shop

In the High Street on Thursday 12<sup>th</sup> November.

### **8894 Date of the next cycle of meetings**

18<sup>th</sup> November – 7.30pm General Purposes Budget

25<sup>th</sup> November – 1.30pm Personnel Budget  
2<sup>nd</sup> December – 7.30pm Finance Budget  
14<sup>th</sup> December – 7.30pm Full Council

**8895 Resolution to take business into confidential session**

**It was resolved that due to the confidential nature of the next business to be transacted the press and public be excluded from the rest of the meeting.**