

UNADOPTED

POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 11 June 2007 in the Council Chamber, 49 High Street, Polegate at 7.30 p.m.

Present: Cllr. Mrs I. Scarborough (Mayor), Mrs C. Berry, Mrs J. Bigsby, G. Carter, M. Cunningham, J. Harmer, Mrs D. Joy, R. Martin, Mrs M. Piper, J. Rogers, S. Shing (from 9.10 p.m.), Mrs J. Voyce, T. Voyce and T. Wright

7 members of the public

1 member of the press

7570 Apologies

There were none.

7571 Declarations of interest

There were none.

7572 Tree Warden

The Mayor welcomed Mr Doug Hammond, the town's new Tree Warden and proposed that Standing Orders be suspended to allow Mr Hammond to introduce himself to members. The proposal was seconded and agreed by all.

STANDING ORDERS SUSPENDED

Mr Hammond thanked Council for the invitation to come along and meet the members and said that he was looking forward to carrying out the role. Currently he was still undergoing training and had met with the outgoing tree warden who had passed on quite a bit of information and reading material. He also worked as a volunteer ranger in his spare time and felt that the two roles were complementary. Mr Hammond said that he felt his prime responsibility is to protect and preserve our trees and hedgerows and to identify areas for tree planting; and he looked forward to a close working relationship with the Council.

The Mayor thanked Mr Hammond for coming along and wished him every success in his new role.

As standing orders were suspended the Mayor proposed to members that they remain suspended to enable the PCSO to give his report and also to bring forward item 15 - Eastbourne Bonfire Society - as members of the Society were present and wished to address the Council. The proposal was seconded and agreed by all.

7573 PCSO - police report

	March	April	May	Total
Thefts	13 (4 bilkings)	12 (3 bilkings)	13 (6 bilkings)	38
Vehicle Crime	8	2	1	11
Burglary	1	1 (distraction)	1 (distraction)	3
Criminal damage	2	4	2	8
Violence	2	0	1	3
Other	3	2	5	10
Total	29	21	23	73

Of the 38 thefts, 13 were fuel drive-offs. Of the 3 burglaries, two were distraction burglaries and approx. £900 in total was taken. There is now an operation in place by CID called op inroad, and any reports of distraction burglaries are taken very seriously and acted upon very quickly.

Of the 73 crimes in this period, there is a detection rate of approx. 30%. This is showing as 21 crimes positively detected in this period.

Three new initiatives to come on stream were then reported as follows:

Environmental Visual Audits: small areas or streets will be targeted on a monthly basis, photos taken of any damage and notes made, local authorities contacted in order to repair damage and clear rubbish and householders contacted to repair damage to private property and clear rubbish.

Street Briefings: monthly street briefing for duration of 1 hour in different locations so that local residents can raise concerns and issues. Two PCSOs and a supervisor will be in attendance. Dates and times will be advertised in local press and leaflets and well as on the Sussex Police website.

Polegate Surgery: to be held in the Council offices on a monthly basis commencing 20 June from 10.00 a.m. - 12 noon. Dates of meetings can be obtained from Council office and website. It will also be advertised in the local press and using an A board.

Members were advised that in a recent test three shops in Polegate had refused to sell alcohol to under age youngsters which was a very positive outcome.

The Mayor thanked the PCSO for his input and invited the three members of the Bonfire Society to come forward and address the Council.

7574 The Chair and Safety Officer distributed copies of the proposed route which was the same as that used by the carnival, the anticipated date for the event being 29 September. The police would need to be approached in regard to the road closures; the time limit for stopping traffic would be approx. 10 mins.

The procession would be stewarded by experienced members of the Bonfire Society with assistance from the Police Cadets. The procession would be three abreast and inexperienced members are always supervised by an experienced marshal. Torches are not left on the side of the road but extinguished in appropriate receptacles. The procession will culminate in a fireworks display at Brightling Road Leisure Ground and it was anticipated that approx. 250 people would attend.

Members were advised that the Society was very experienced and had public liability insurance to the required sum of £10m.

The Mayor thanked the Society members for their input and reinstated Standing Orders.

Discussion then ensued regarding the merits of the proposal and it was proposed, seconded and agreed by all to look at the scheme in more depth. Volunteers were required to form a working party and it was further agreed that this would comprise Cllrs. Mrs Berry, Cunningham, Harmer, Rogers, Mrs Scarborough and Wright. A meeting of the working group to be held prior to the next Council meeting.

7575 Minutes of the Annual Statutory Meeting held on 15 May 2007

The minutes of the meeting were agreed as correct and signed by the Mayor.

7576 Matters arising from the minutes of the Annual Statutory Meeting held on 15 May 2007

Minute 7542 RCDs - in response to a previous query members were advised that the County Council had adopted the policy of using RCDs on their street light columns and that savings on electricity would be made by installing digital timers. It was therefore proposed, seconded and agreed by all that Council had taken the correct decision to install RCDs and digital timers to the High Street lamp columns.

The Council also recorded its thanks to a resident for his letter and for the time taken to bring certain matters to the attention of members.

Minute 7549 inspection of deeds and documents - in response to a query, it was confirmed that Council's solicitor was in possession of two agreements, one relating to the supply of electricity and the other to maintenance of the street light columns - noted.

Minute 7553 new councillor training - members were advised that Cllrs. Mrs Bigsby, Rogers and Wright would be attending a training course at Dunsford House over the weekend of 29 June - noted.

7577 Financial matters

a) **bank mandate resolution** - as a result of the recent elections it is necessary to revise the bank mandate. The existing mandate does carry enough signatories for immediate requirements, however in the longer term it is prudent for as many councillors as possible to be signatories. However, it was stressed that it is not obligatory and councillors may decline to be a signatory.

It was proposed, seconded and agreed by all to adopt the following resolution:

Resolution:

1. To appoint Barclays Bank plc (the Bank) as the Council's bankers and cancel the Council's existing mandates to the bank (except in relation to cheques and other instructions given before the Bank receives this resolution).
2. To accept the terms of the Barclays Customer Agreement and confirm such acceptance to the Bank by completing the Bank's form of Appointment of Bankers.
3. To authorise any individual named in Section 2 (an 'authorised person') to:
 - a. enter into any other agreements with the Bank) including banking facility agreements and indemnities) which they consider to be in the interest of the Council from time to time, and
 - b. give instructions concerning the operation of the Council's bank accounts and otherwise communicate with the Bank in each case in writing or verbally, in accordance with the Customer Agreement; and
 - c. register the Council for the Bank's computer and telephone banking services

b) **Accounts for payment** - clarification was given regarding the payments to BT which comprised the internet service, fax line and CAB line. The charge for the CAB line did seem rather high and it was agreed that the Clerk would provide an annual breakdown of the CAB costs over the year and that all payment to BT should be made by direct debit.

A list of direct debits to be provided for the next meeting.

The accounts were then approved for payment.

Post meeting note: the increase in cost of the CAB line is due to the installation of the internet.

c) **Street lighting maintenance charges 2007/2008** - it was clarified that the cost of sodium oxide lamps had increased disproportionately and it was resolved that a meeting be held with EDF to review the street lighting generally and ascertain the best method of changing from sodium oxide lamps to other forms of lighting and an estimate of the costs involved.

d) **Monthly financial update** - a sample monitoring information sheet giving a financial picture for the preceding month had previously been circulated. Members agreed that the information provided would be useful and it was therefore resolved that the monitoring sheet should be issued on a monthly basis.

7578 Adoption of minutes of standing committees

Planning of 22 May 2007 - the Chair of Planning presented the minutes and there being no matters raised, proposed that they be adopted. This was resolved unanimously.

7579 Communications from the Town Mayor

The Mayor expressed condolences on behalf of the Council in respect of Mrs Jean Gray who died on 21 May and proposed that a donation of £50.00 be made from the Mayor's Fund to DEBRA, a charity for children with rare and life threatening skin diseases, a charity which Mrs Gray supported. The proposal was seconded and agreed by all.

The trial councillors clinic held on 9 June was very successful and it was therefore seconded and agreed by all to continue with a clinic each second Saturday of the month between 10.00 a.m. - 11.30 a.m. A rota to be drawn up by the Clerk and new councillors to be accompanied by a more experienced councillor. Cllrs. Mrs Berry and Martin agreed to attend once the clinic had been advertised in the Council's newsletter.

The Mayor advised that she had attended the Scout's AGM and had been asked to sit on the executive committee to enable clear communication between the Scouts and the Council.

7580 Notification of matters dealt with as 'urgent'

There were none.

7581 Report of the Buildings Working Group

The report and proposals of the working group were detailed as follows:

1. To install razor wire around the roof of the garage/store, similar to that on the pavilion roof.
2. To dispose of the asbestos roofing sheets in conjunction with another contractor in line with Health & Safety guidelines.
3. Repair pool room ceiling in-house. Youth Service to be invoiced for cost of materials and labour.
4. Padlock to be fixed to loft hatch in pavilion to prevent unauthorised access.
5. To accept Stan Milton's quotation for cleaning the pavilion roof at a cost of £320.00
6. To accept IEC's quotation to carry out electrical tests to the pavilion, garage/store and Council office at a cost of £129.25

7. To obtain a quote for white lining six spaces at the bottom of the Council office car park. Lines to go back to the boundary wall and across the front to make 'boxes'. Reflective self-adhesive tape 'highlight' bars to be put on the wall in each space.
8. The groundsman to be asked to weedkill the stinging nettles encroaching over the boundary wall with the allotments.
9. Further investigation into the lifting of the shower room floor was required and suitable remedial works to be put in place. A letter to be sent to Image Contract Flooring expressing disappointment that they are negating responsibility for what is really only a maintenance repair.
10. It was agreed not to replace the pavilion showers at the present time but to take note of advice that any replacement shower units should be substantial (i.e. commercial not household use) and to contact supplier, i.e. SPS, for recommendation and price for future reference. If, and when, replacing showers to investigate fixed heat temperature by push button control with one feed to each shower. For the present showers to be overhauled and cleaned in-house. Letter to be sent to cricket club advising that showers have been overhauled and that it is not intended to replace at the present time.
11. An estimate to be obtained to provide an independent urinal flush in the gent's toilet at the Wannock Centre.
12. To obtain a quotation for removing the vegetation and trellis to the Council's boundary wall to Brook Street properties and build up wall using concrete blocks to same level. Paint over to match existing.
13. To consider at a future meeting of the working group various options for a floral display at the gateways.

The above proposals were seconded and agreed by all.

Cllr. Shing arrived at 9.10 p.m.

7582 Report of the Youth Working Group

The purpose of the meeting was to discuss the recent incidences of vandalism and anti-social behaviour, and if there was any connection between these events and the youth club. It was established that most vandalism occurred at times when the Club was not meeting, or there was no connection with the club. It was noted that vandalism seems to decline on club nights.

It was not known who was responsible for the damage to the pool room ceiling and steps will be taken to ensure there are no further occurrences of this type of incident. It was suggested that the lid of the pool table be padlocked.

Problems had been encountered with excluded youths being readmitted via the fire exit; this has now been rectified by shutting off the relevant section. Troublesome youths can be excluded from sessions and workers can close the club for the remainder of the evening if trouble escalates. Whilst it is acknowledged that this could lead to trouble in the town, staff safety is the main concern. Of concern was the lack of lighting outside the pavilion which means that workers have to lock up and walk to the car park in darkness during the winter months.

It was therefore resolved to obtain quotes for the provision of vandal-proof PIR bulkhead lights to address this problem.

It was also agreed to advertise locally for volunteers to work alongside the youth workers. Volunteers would be treated as a paid member and have access to YDS training etc. A poster has been drafted to be displayed on the Council notice boards and 'Community News'.

Overall the YDS are satisfied with the level of support received from the Council. It was also suggested that the youth workers could attend Council meetings occasionally to update members on the activities of the club.

7583 Town Clerk's report

a) **vandalism report** - five incidents of vandalism were reported - the glass in the Council's notice board at Wannock Road had been smashed, both baby swings in the playground had been badly damaged so they are currently unusable, graffiti to the pavilion door and exterior shutter to the gent's toilet, guttering above door pulled apart at join and bench in skatepark removed and placed on top of the ramps - noted.

b) **register of electors'** - it was resolved not to obtain any additional registers.

c) **inspecting children's playgrounds** - it was resolved that the groundsman and one member of the office staff should attend the training course offered by the Child Accident Prevention Trust.

d) **letter from Polegate & Stone Cross Cricket Club** - members were advised of various issues raised, and proposed responses, regarding the pavilion and recreation ground as follows.

1. invasive weed on the football pitch and cricket outfield - weed killing to be carried out as required.
2. filling in of divots and dips in the ground - these are filled with a mixture of top soil, sand and grass seed as used on golf courses - there are no stones in the content.
3. roller left in ditch adjoining pitch - this has now been removed.
4. condition of kitchen - arrangements in hand to have the kitchen thoroughly cleaned and signs to be posted reminding all users that they are responsible for leaving the facilities in a clean and tidy condition.

5. pool table not moved to side of room at end of sessions - this has now been rectified. The delay occurred because the trolley required to move the table had not been delivered when promised.
6. invitation to councillors and staff to attend the occasional game and in particular the match on 11 July which will be followed by a barbecue - noted.
7. break-in to club shed and mowers damaged and request for financial assistance - this incident had not previously been reported. There was no proposal to support the club financially.
8. the club's gratitude to the Assistant Town Clerk was formally recorded for her efficiency and understanding in her dealings with the club.

It was resolved to respond to the issues raised by the cricket club as outlined above.

7584 Burial grants

This subject has been raised by the local MP in response to a request from a resident. As Polegate has no cemetery, it entered into an agreement in 1982 with the then Hailsham Council to pay a grant of 50% of the difference at the date of death between Parishioner and Non-Parishioner fees at Hailsham cemetery, provided the application is in writing and the deceased resident had resided in Polegate prior to 1979.

Discussion then ensued and it was noted that it is anticipated that Hailsham cemetery will be full within the next 15 years and Willingdon & Jevington are also very short of space. However, it was not a simple matter of changing the date to say, 1985, as the original agreement has legal implications.

It was therefore proposed, seconded and agreed by all to defer a decision on this matter to allow time for the Clerk to investigate the background to the agreement, identify options and report back to Council.

7585 Correspondence

a) **ESCC speed management** - consultation on proposed revised policy document. It was resolved to recommend that the speed limit from Nightingale Hill to the Cophall roundabout be reduced from 70 to 60 mph; currently traffic could access and drive around the roundabout at 70 mph which was considered ridiculous.

b) **Action in rural Sussex** - annual review - members were advised that the document was in the office for perusal. The AGM would be held at the South of England Show on 9 November 2007 - noted.

c) **New bus services** - four new buses were being introduced as from 9 July - nos. 6, 8/8A, 22 and 50. It was resolved to include service no. 50 as a Council newsletter item.

d) **A2270 Eastbourne Road** - proposed Puffin crossing - it was resolved to respond to ESCC that Council would support a scheme for the wider area. There were four junctions to consider, a petrol station and visibility coming over the brow of the hill, not just the Puffin crossing; therefore there was a traffic management issue as well as children to school issue to be resolved. It was also resolved to request a meeting with this Council's County Councillors to discuss these concerns.

7586 Dates of the next cycle of meetings

Full Council	16 July 2007
Personnel	21 June 2007
Planning	as and when required

7587 Resolution

It was proposed, seconded and agreed by all that owing to confidential nature of the next business to be transacted the press and public be excluded from the rest of the meeting.