

UNADOPTED

POLEGATE TOWN COUNCIL

Minutes of the meeting of the **Town Council** held on **Monday 12th December 2005** in the Council Chamber, 49, High Street, Polegate at 7.30pm.

Present: Cllrs. J. Harmer (Town Mayor), G. Carter, Mrs. E. Coleman, M. Cunningham, M. FitzGerald, K. Gatrill, G. Gibbs, Mrs. D. Joy, R. Martin, Mrs. V. Morson, Mrs. M. Piper, Mrs. I. Scarborough, Mrs. J. Voyce, T. Voyce and B. Winn.

6973 Apologies for absence were received from Cllrs. Barber and Mrs. Berry

6974 Declarations of interest in any items on the agenda

Item 9 – Royal British Legion Club – Cllrs. Martin, Mrs. Coleman, Voyce and Mrs. Voyce (Personal Interests) and Gatrill (non-prejudicial interest)

Item 10(b) – Grant request Anchor Staying Put – Cllr. Mrs. Joy (non-prejudicial interest)

Item 23(a) – Council Offices – lease of premises – Cllr. Mrs. Morson (non-prejudicial interest)

6975 Minutes of the meeting held on Monday 14th November 2005 and the Extraordinary Meeting of the Council held on Friday 2nd December 2005

The minutes were presented for perusal and subsequent adoption

a) 14th November

6943 – It was agreed that the minute is incorrect because the intention was that no Councillors names should be recorded unless it was specifically requested and it was agreed to amend the minute accordingly

6944 – It was agreed to take this matter in confidence

6950(b) – It was agreed that there was a need to adopt this report and that it be brought back to the next meeting

6960(c) – This item was reserved for consideration in confidence

The minutes were then agreed as a correct record and signed by the Town Mayor

b) 2nd December

6971 - It was agreed to amend NALC to SALC and to describe Trevor Leggo as Executive Officer and not Administrator

6971 – Cllr. Martin reserved some points of detail for consideration in confidence (The minutes were later agreed to be a correct record and signed by the Town Mayor)

6976 Police Report

PCSO Hollister gave members an update on crime statistics for Polegate for the year to date and answered various questions relating to recent arson attacks and disturbances in residents' gardens. PCSO Hollister reported that 4 youths have now been given Acceptable Behaviour Contracts (ABC's) and it is hoped that the anti social behaviour will quieten down. He said that an ABC is a contract between the youth concerned and the Inspector to comply with certain conditions and failure to do so will result in being given an ASBO (Anti Social Behaviour Order). PCSO Hollister agreed to find out if there has been any success in identifying those responsible for the anti social incidents in Albert Road.

6977 Presentation by the Sussex Ambulance Service relating to the “Community Lay Responder Scheme”

The Council received a presentation relating to the scheme, which, if adopted in Polegate would bring a number of defibrillators and operators into the Town which would be used to bring lay assistance to anyone who suffered a sudden heart attack before an ambulance arrives and that this would increase the chances of the patient recovering from the attack. Members heard about the scheme running in Henfield where there are now 21 defibrillators in the Town. Members heard that Polegate is a hot spot receiving 1200 “999” calls per annum, i.e. over 3 a day on average. In answer to various questions members heard that the Ambulance Service would carry out all necessary training, responders would have to be 18+, reasonably physically fit and be CRB checked. Each defibrillator kit would cost £2000 and it would require a minimum of 3 kits to set up a service in Polegate. Members considered that the scheme would be of great benefit to Polegate and resolved to give consideration to it in next year’s budget.

6978 Matters arising from the Minutes of the last meetings

- a) **School Crossing Patrol - invoice** - The Town Clerk reported that he has chased up the County Council but the invoice has still not been received
- b) **CCTV monitor training** - The Town Mayor reported on the difficulties there has been in arranging the training through loss of manuals and equipment. He said that the PHCT trust was arranging to replace the lost equipment and that training would take place as soon as possible. It was resolved to set up a system of checking all Council equipment on a quarterly basis.
- c) **Adshel Bus Shelters** - The Town Clerk reported that Adshel have now agreed to install the new bus shelters in the first quarter of 2006. The Town Clerk has requested a plan so that he may obtain the licence for the non-advertising replacement shelter for Pevensey Road.
- d) **Tree overhanging Black Path** - The Town Clerk advised that the Town’s MP, Norman Baker, is taking this matter up with Network Rail.

6979 Access to Council owned land - fence

It was resolved to move this matter to the confidential section of the meeting

6980 Youth Services

Members of the Youth Services Working Group reported back on the last meeting with the Youth Development Service (YDS). They reported that nothing has changed, no money, no staff which was very disappointing considering the very positive attitude given at the last Annual Meeting of Electors. Members agreed that Polegate should be receiving two evenings a week and resolved to:

- Write to the County Council Cabinet member responsible for children’s services with copies to the Head of Paid Service and the Town’s MP
- Identify the date of the next County Council meeting and to lobby Councillors as they arrive

6981 Royal British Legion Club - appeal against the refusal of the licence extension application

The Town Clerk advised that the Club has appealed against the decision of the District Council to grant their licence extension and that the appeal will be heard at the Eastbourne Magistrates Court on Wednesday 18th January. It was resolved:

- To continue with the Council's objections
- To attend the hearing to give evidence
- That either the Town Clerk or the Town Mayor attend, depending on their availability on the day.

6982 Financial Matters

- a) Internal Audit Report** - The Internal Auditor's report had been previously circulated. There were three items raised which required attention. It was resolved:

to give further consideration to the purchase of an accounting package to implement a system to provide an improved certification of accounts for payment and to provide a schedule of payments to each Town Council Meeting
to discuss a personnel issue in confidence

- b) Grant Request - Anchor Staying Put** - The Town Clerk circulated information from Anchor in support of a request for grant aid. Anchor carry out a lot of work for Polegate residents. It was resolved to make a grant of £250.00.

- c) Consideration of new items for the 2006/2007 budget** - The Town Clerk advised that the Residents' Association Group has provided a schedule but that nothing has been provided, so far, from the Liberal Democrat Group. Members of the Liberal Democrat Group said they had no proposals at this stage.

- d) Further consideration of taking the Highways Verges Grass Cutting in house** - The Town Clerk reported on two tenders received, one of which was much lower than the other. Concern was expressed about the comparison of the tenders and whether the Town Council is in a position to manage this contract at the present time and it was resolved:

- To discuss elements of the tenders with the contractors
- To see if the Council can opt out of the County Council contract next year instead of this year and to identify the County Council's contract price for additional cuts

- e) Street Light in Croft Close** - The Town Clerk presented a copy of an e-mail received from EDF relating to a damaged Street Light column in Croft Close which is broken below ground level and may have been damaged during footway improvements. It was resolved:

to renew the street light and to investigate to see if there is any possibility of claiming anything back from the County Council's contractor and if so to do it.

6983 Report back from the Strengthening Local Relationships Meeting

A paper had been previously circulated. In relation to the matters discussed it was resolved to:

Make a note of InterRoute's non-communication with the Town's County Councillor regarding the state of the grassed area in front of Grand Parade and to take note of a Councillor's concerns over new signposting at the Cophall Roundabout and to refer this matter to the next Strengthening Local Relationships meeting in February.

6984 Quality Council Status

The Town Clerk produced a paper relating to the Council's preparedness for making an application to become a Quality Council. Concern was expressed over the paper and it was resolved:

to set up a working group to move forward the work required to make an application
that the working group be formed by Cllrs. Carter, Cunningham, Mrs. Joy and Winn

6985 Adoption of minutes of Standing Committees

a) Planning Committee of 28th November 2005 - Cllr. Voyce presented the minutes for perusal, and, there being no matters raised, proposed their adoption which was agreed by all.

The Committee Chairman expressed concern that some apologies were not given for the last meeting, which is very important as the Committee is quite small. Also he wished it to be recorded, and addressed, that the Town Clerk did not give the required three clear working days notice for the meeting.

6986 Communications from the Town Mayor

The Town Mayor reported on the visit of Wealden Brass on 3rd December which was well received despite the weather. He also reported on a invitation he had accepted to a charity concert by the South Downs Singers organised by the Co-operative Funeralcare and a visit to Willingdon School in regard to the Town Map project, which he said was coming along with enthusiasm. The Town Mayor also reported that the Deputy Mayor had stood in for him at the Co-operative Funeral Care's Tree of Light remembrance day.

6987 Reports from representatives to outside organisations

a) CPRE - It was reported that contact has been made regarding the effect of new bypasses on communities and that the Council's representative had talked about the effect on Polegate

b) Cuckmere Community Bus - The representative reported that the bus timetables were being revised to match the times of the trains

c) Polegate Community Association - A member had attended the Association's AGM and reported that the Association requires more people to serve on the Association's Council. The Town Council representative is also a member in their own right and it would help, therefore, if another Councillor was prepared to be the Town Council's representative on the Association's Council. However, there was no volunteer.

6988 Update from Lead Councillors/Working Groups

a) Buildings working Group - No meetings have been held recently though one is to be held in the near future. The Chairman of the group asked for a volunteer to meet with him to review the state of 51 High Street now that the tenant has moved out and Cllr. Voyce volunteered.

b) Christmas Lights Working Group - Letters had been circulated to all the shops and it was good to see that many of them are making an effort to decorate. Members were reminded to give their nominations for the best dressed house to the co-ordinators by Friday. A date will be fixed for the presentation evening in the New Year

6989 Notification of matters dealt with as urgent

The Town Clerk reported that no matters have been dealt with as urgent.

6990 Town Clerk's Report

- a) **Bring Forward Schedule** - The Town Clerk presented the schedule of outstanding matters. It was noted that a meeting of the Web Site group is to be arranged as soon as possible. The Town Clerk advised that he was seeking clarification in some minor points on the Model Engineering Club Licence before forwarding it for signature.
- b) **Vandalism Log** - no matters were raised

6991 Correspondence requiring some action

- a) **Polegate Neighbourhood Watch - request for the Council to consider letting the vacant office at 51 High Street for use by the Police** - The Town Clerk presented the letter together with an e-mail from Inspector Brown advising of plans to refurbish the Polegate Traffic base which would include plans for office/interview rooms and a base for the PCSO and that the Police could not progress the Neighbourhood Watch proposal. Members considered that the plan by the Neighbourhood Watch could not, therefore, be progressed.

6992 Correspondence for noting only

- a) **Vacation of Offices - B. M. Hepburn Ltd.** - The Town Clerk reported that Mr. Hepburn has now vacated the property. It was resolved to:

obtain quotes for the reinstatement of the car park area formerly occupied by the container.

- b) **E-mail article regarding the car park from the Mail on Sunday of 20th November** - A copy of the article was circulated to all members. A suggestion was made that there is a box on the registration document that can be ticked to prevent personal details being passed to third parties. Members were pleased that the car parking issue had gained much needed publicity and resolved:

To support the campaign to get the law changed by writing a letter of support to our MP, Norman Baker and to send a copy to the Prime Minister

- c) **The Electoral Commission - response to the Council's letter regarding parish boundaries** - The response was noted
- d) **Resident in Hailsham Road - re Bus Shelter** - A letter of thanks was received and noted
- e) **InterRoute re bridges over the bypass** - A letter confirming that InterRoute, together with the Highways Agency is looking into the problems associated with the bridges over the bypass and that they will keep the Council informed of progress. It was agreed to put this matter on the Bring Forward schedule to be raised for 1st February.
- f) **Wealden DC - Press release regarding Decriminalisation of On Street Car Parking** - The Press Release, dated 4th December, advising that The District Council was looking into decriminalisation of on street car parking, had been previously circulated. It was resolved:

To write to the District Council in full support of decriminalisation of on-street parking within Wealden and to send copies of anything that will assist from the Town's recent Car Parking review.

6993 Dates of next cycle of Meetings

Public meeting to develop ideas for the budget	9 th January 2006 at 7.00pm.
Full Council budget meeting	16 th January 2006 at 7.30pm.
Full Council	23 rd January 2006 at 7.30pm.
Planning Committee	as and when necessary

6994 Resolution to take next business in confidential session

It was proposed seconded and resolved, that due to the confidential and/or sensitive nature of the next items of business to be discussed, the press and public be excluded from the rest of the meeting.

6995 Confidential Matters

- a) Council Offices - lease of premises
- b) Matters referred from the minutes
- c) Access on to Council owned land
- d) Personnel matters