

UNADOPTED

POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 11th February 2008 in the Council Chamber, 49 High Street, Polegate at 7.30 p.m.

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

4 members of the public, 1 member of the press

In attendance: PCSO Matt Neve, Sussex Police

7865 Apologies

Cllr. G. Carter, J. Harmer

7866 Declarations of interest

There were none

7867 Minutes of the Council Meeting held on 14 January 2008

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

7868 Matters arising from the minutes of the Council Meeting held on 10 December 2007

Minute 7847 - Cllr. T. Voyce highlighted that the minutes of the 14th January did not make it clear that the additional £1,200 of expenditure approved on the annual budget was being met from reserves and did not impact on the precept figure agreed by council in December.

7869 Notification of any items to be dealt with as urgent

There were none

7870 It was resolved to bring items 8 and 12 forward on the agenda and to admit an additional agenda item to allow for discussions in confidential session

7871 In order to allow the public opportunity for comment it was resolved to suspend standing orders.

STANDING ORDERS SUSPENDED

A member of the public expressed his concern about the recent installation of razor wire around the council's lock-up store in Wannock Road.

The Mayor thanked the member of the public for his comments.

STANDING ORDERS REINSTATED

7872 Community Shelter

Cllr. Mrs J. Bigsby gave an update on the recent consultation exercise that had taken place regarding the proposal to site a community shelter in the Wannock Road play area. It was noted that a majority of residents surveyed are now in favour of the shelter going ahead. Cllr. Mrs J. Bigsby explained that the population surveyed was based on those houses in the immediate vicinity of the Wannock Road recreation ground and this had not included Bernhard Gardens. It was noted that the chairman of the Bernhard Gardens residents association wished to put the views of residents in his association forward regarding the shelter and Cllr. Mrs. J. Bigsby agreed to include this gentleman in the next stage of the consultation exercise. It was suggested that it would be helpful if the local PCSO was involved in the process and Cllr. Mrs J. Bigsby agreed to speak to the PCSO to arrange this. It was resolved that Cllr. Mrs. J. Bigsby be given the go ahead to investigate funding for the community shelter. Cllr. S. Barber and T. Voyce opposed the motion.

7873 LDF – further consultation submission

Cllr. T. Voyce was of the opinion that it would not be possible for Council to formulate a response to the questions posed by Wealden Planning Officers at this meeting and that a separate special meeting of council should be convened to discuss the issue. It was further felt that the response to the questions posed by Wealden should make reference to the original LDF Issues and Options consultation document held in the office. It was therefore suggested that as a prelude to the special meeting the office work through the LDF consultation document to make a start on answering the questions. Cllr. A. Watkins made reference to the minutes of the Wealden District Association of Local Councils meeting held on 6th February 2008. Under the heading "Local Development Framework" it was reported that *"the second stage had been deferred and there was a suggestion that additional housing needs might be determined by reference to the district group (clusters) system"*. It is not clear what this phraseology signifies and the clerk was therefore asked to investigate this with Wealden planning officers and to report back to council. It was resolved that a special meeting of council be convened to discuss the response of council to the questions posed by the Wealden Planning Offices and if possible that this meeting be held on a Monday to allow Cllr. S. Shing the opportunity to attend.

It was resolved to suspend standing orders to allow PCSO Matt Neve to address council.

STANDING ORDERS SUSPENDED

7874 PCSO Report

PCSO Matt Neve of the Sussex Police was invited to address council. PCSO Neve gave a verbal report of the latest crime figures which, if current trends continue, are giving no particular cause for concern. The Speed Watch scheme reported at last time's meeting has been introduced and is working well. The PCSOs have issued 35 parking violation fixed penalty notices during January and are concentrating on the 2 hour no return zones. It was noted that there has been an increase in anti-social behaviour at the Oakleaf play area and it was reported that PCSO Jamie Harwood will be meeting the clerk shortly to provide more information and some suggestions as to how this problem could be addressed.

The Mayor thanked PCSO Neve for his report.

Cllr. S. Shing left the meeting at 8:05 p.m.

STANDING ORDERS REINSTATED

7875 Update from Standing Committees and working groups

Cllr. S. Barber provided a verbal update on the recent Buildings Working Group which was noted. It was resolved to accept the quotation from Graham Cottingham to fit electrical conduit and a chain on the cooker at the Wannock Road pavilion.

7876 Adoption of Minutes from Standing Committees

It was resolved to adopt the minutes of the Planning Committee held on 29th January 2008.

7877 Summer Planting Tenders

Two companies have submitted quotations in response to the recent tender exercise. The clerk confirmed that in accordance with financial regulations three companies had been invited to submit tenders. Financial Regulations provide that if less than three tenders are received for contracts above £2,000 Council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.

Cllr. T. Voyce questioned whether a three year contract was sensible in case a future drought order should be imposed which would prevent the plants from being watered. It was noted however that in one of the tenders specific mention of this had been made of the use of "grey water" from the company's own reservoir which would mean that watering could continue even if a hosepipe ban came into force. After discussion on the relative merits of the two tenders received it was resolved to award the contract to Europlants Ltd for a term of three years. It was further resolved that in the letter awarding the contract Europlants be requested to hold back on the planting out of the floral displays until the plants had attained a reasonable size.

7878 Financial Update

Council considered the schedules of Accounts for Payment and the Monthly Update for January. In response to a question regarding the necessity for a CRB check for the litter picker the clerk confirmed that this was regarded as wholly appropriate in view of the litter picker's checking of the children's play areas and the Skatepark. Council approved the list of accounts for payment.

7879 Town Clerk's Report

The contents of the Town Clerk's report were noted. In response to a question regarding the offer from Polegate Town Scouts to plant tree and hedge packs at the meadow the clerk agreed to speak to the Tree Warden to facilitate this.

7880 Communications from the Town Mayor

The Mayor explained the position with regard to the funding application for the Multi Use Games Area (MUGA) at Polegate School. The initial explanatory submission has been well received and the Big Lottery Fund has given permission to submit a formal funding bid. Cllr. T. Voyce expressed the opinion that Council should be aware of any financial implications regarding maintenance and insurance of the MUGA before any decision is taken to submit the formal funding bid. It was resolved that all the relevant documentation regarding the MUGA be brought before Council at a subsequent meeting so that these questions could be addressed prior to any decision being taken on submitting the bid to the Big Lottery Fund.

The Mayor reported that a company called Chase and Part had been in contact with council as they are currently undertaking a Shopping Study on behalf of Wealden District Council. An initial meeting to discuss the findings has been arranged at 2:00 p.m. on Thursday 21st February 2008 in the Council Chamber. It was resolved to invite Chase and Partners to a subsequent meeting of Council to share their findings with a wider audience.

7881 Council Insurances

The Town Clerk referred to the schedules that had been circulated detailing the inventory of all council owned street furniture and the rates of cover for all risks and impact only. It was noted that Council needs to decide what the appropriate level of insurance cover is for the street furniture and that this needs to be completed before the renewal date of 31 March 2008. It was resolved that the clerk should produce a proposal for insuring the street furniture and present this to the next meeting of the Finance Committee so that a recommendation can be agreed that can be considered by Full Council.

7882 Grants and Donations

The Town Clerk reminded council that the amount included in the budget for 2008/2009 remained unallocated and it had been agreed at a previous council meeting to review the list of organisations who had either been in receipt of a grant in the financial year 2007/2008 or who had applied for funding to determine who should receive support. The Clerk referred to the list of such organisations that had been previously circulated. Due to their associations with certain organisations who had applied for funding Cllrs. Mrs. J. Bigsby (Anchor Staying Put and St John's Church, Polegate) J. Rogers and Mrs. C. Berry (Polegate Neighbourhood Watch) declared personal interests in this item.

It was resolved that a proposal as to who should be the recipients of grants and donations for the financial year 2008/2009 should be made by the Finance Committee at a subsequent for submission to Full Council for approval. It was further resolved to invite all applicants for grants and donations to submit financial statements to council in support of their requests so that their financial well-being could be assessed.

7883 Correspondence

- a. ESCC – Letter from Children's Services requesting information on provision of clubs etc for young people in Polegate – Noted that a response had been provided by the clerk
- b. Haine and Son – Letter regarding rear of High Street premises – Noted that the clerk had requested removal of the dumped carpet by WDC
- c. ESCC – Letter from Chair of Health Overview and Scrutiny Committee - Noted
- d. ESCC – Letter from Highways regarding proposed parking restrictions in Polegate – Cllr. S. Barber express consternation that the letter from ESCC Highways refers to a meeting held between Ian Johnson, Cllr. R. Martin and Cllr. S. Shing at which the parking restrictions in Brook Street/Gosford Way had been agreed. Council was not aware that this meeting was taking place and no feedback on the outcome had been provided by either Cllr. R. Martin or Cllr. S. Shing. Cllr. R. Martin apologised for the oversight in informing council of this meeting.

7884 Date of the next cycle of meetings

Full Council - Monday 10 March at 7:30 pm
Planning - Tuesday 12 February at 7:30 pm
Personnel – As and when required
Finance – As and when required

7885 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.