

## UNADOPTED

### POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 25<sup>th</sup> January 2010 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, 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.

15 members of the public

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#### **8970 Apologies for absence**

None

#### **8971 Declarations of interest**

Cllr J Rogers – Personal and Non-prejudicial 8991 Confidential

Cllr J Harmer – Personal and Non-prejudicial 8991 Confidential

Cllr A Watkins – Personal and Non-prejudicial 8981

#### **8972 Minutes of the Council Meeting held on 14<sup>th</sup> December 2009**

The Clerk read a report stating that a letter of complaint had been received about accuracy of the minutes. This had been circulated to all members of the Council.

The Clerk quoted from two references which stated that minutes should be short As is consistent with clarity and accuracy. Each minute should contain a heading Clearly indicating what the minute is about, a narrative, where appropriate, that Briefly summarises what took place and the decision.

A lengthy discussion took place in relation to the minutes of 14<sup>th</sup> December 2009.

#### **It was resolved that the following amendments would be made to the minutes of 14 December 2009 –**

- **8925 – Cllr J Harmer – Personal and Non prejudicial in 8944 Confidential Item - d would be added**
- **8925 – “He declined” would be withdrawn**
- **8933 – It should state that the vote was 11 for and 3 against**
- **8933 – A member asked if the power of S137 was used by the Council and the clerk informed Council that it was not.**
- **8934 – It was stated that the word co-operation should be replaced with information.**
- **8934 – It was stated that a pre-school is educational rather than recreational.**

#### **8973 Town Clerks Report including Health and Safety**

The report was circulated and noted.

The Clerk reported that she had received a letter from a member of the public who wished to be named, Mr Northcott, with references to minute number 8014 from 14 April 2008 and 8060 of 19 May 2008.

#### **It was resolved that, by 13 votes for and 2 abstentions –**

- **The findings of the Complaints Panel of 21 April 2008 are upheld**
- **Mr Northcott should and will be treated as any other member of the public in so far as his communications with the Office, subject to the**

**proviso that Mr Northcott's demands are not in excessive in proportion with the resources available.**

- **Directions for how members of the public can speak at meetings are clearly set out in "Your right to Speak" leaflet.**
- **At no time have members or officers of Polegate Town Council questioned Mr Northcott's professional integrity and regret that he feels the action taken by Council has resulted in distress to Mr Northcott and his family.**
- **With regard to any conversations between Mr Northcott and individual Councillors, any issues discussed or views expressed are a matter for those present and are not representative of Council as a whole.**

#### **8974 Notification of any items to be dealt with as urgent**

None

#### **8975 Opportunity for Public Comment**

##### **Standing orders Suspended**

Four members of the public wished to speak on the following issues

- Polegate and Stone Cross Cricket Club regarding the dispute in their invoice and the renewal of their lease.
- Polegate Football Club regarding a 5 year rolling lease
- Polegate Recreational Sports Alliance (Cricket, Football and Stoolball Club) regarding the letting of the Wannock Offices.
- KORGI regarding the registration of the Polegate War Memorial Recreation Ground at the Imperial War Museum and the recordings of Council Meetings and the retention of the recordings.

##### **Reinstate Standing Orders**

#### **8976 PCSO report**

A report was circulated and noted.

#### **8977 District/County Councillors' Reports**

Reports had been received from Cllrs D Shing, R Martin and D Broadbent.

A lengthy discussion took place on the provision of the reports by District and County Councillors.

**It was resolved that Cllr D Shing would be invited to Full Council Meetings to give a report to Polegate Town Council.**

A discussion took place regarding the planning application for Northfields, Polegate.

**It was resolved that a letter be sent to Wealden District Council regarding the delegate planning application for 1 Northfields asking why they have overturned a set of conditions that they have imposed.**

Cllr S Shing left the meeting at 8.20pm

#### **8978 Adoption of minutes from Standing Committees**

Planning - 21 December 2009 – Amendment – Declarations of interest should Have 9 Albert Road added.

Personnel – 4 January 2010 – 8958 to be discussed under confidential business  
General Purposes – 18<sup>th</sup> January 2010.

**It was resolved that the minutes of Planning and General Purposes be adopted.**

### **8979 Standing Order Review**

A discussion took place regarding the change of dates for the cycle of Council Meetings. Which are as follows –

- Full Council will be on 4<sup>th</sup> Monday in the month, apart from Dec
- Personnel will be on Monday afternoons in Jan, Mar, May, July, Sept, Nov(Budget) and Dec (if required)
- Finance will be on 3<sup>rd</sup> Tuesday evening in Feb, April, Jun, Oct, Nov(Budget)
- General Purposes will be on 2<sup>nd</sup> Monday of Month.
- If any meeting falls on a Bank Holiday then it will be held on the Tuesday.
- August there are no Council Meetings

**It was resolved that the Standing Order 4 be amended to read fourth Monday.**

### **8980 Polegate War Memorial Recreation Ground**

a) Letting of Wannock Offices – A discussion took place regarding Wannock Offices.

Information was required to make the following decisions

1. Issue a long lease on “commercial let”?
2. Let ad hoc to community?
3. Restrict Letting to recreational/sports organisations?
4. Leave Offices empty and mothball for now?
5. Any other proposal such as advertising?

**It was resolved that the following would be reported at the next General Purposes Meeting –**

- **Site visit to be arranged**
- **Financial Risk Assessment to be completed**
- **The Legal implications.**

b) Polegate Town Football Club – Lease Renewal.

Cllr J Bigsby stated the following – “The YDS cannot share premises due to the age of the participants and the ESCC policy for working with children under the Child Protection Act. Anyone in contact with young people must therefore have an Enhanced CRB certificate. Problems have occurred when training has taken place or games being played by various sporting clubs which have been played on club nights with the result that the youth club had to close because the leader was concerned of the safety of the children. So if we are talking of sharing of the premises I must stress that the YDS nights cannot be shared with anyone else.”

A discussion took place regarding the correspondence that had been received asking for a 20 year lease. The member of public that had spoken on behalf of the Football Club previously had requested a 5 year rolling lease.

A proposal for a two year rolling lease was voted on and not carried. (3 for and 11 Against)

**It was resolved that a Special Meeting on 8<sup>th</sup> February 2010 will be to discuss the Polegate War Memorial Recreation Ground.**

c)Town and Village Green Application – The Clerk stated that no reply had been received from the Solicitors but it would be with the Office in time for the meeting on 8<sup>th</sup> February 2010.

### **8981 South Downs National Park Authority**

A discussion took place on the candidates for the Authority. This was voted on by Council.

**It was resolved that the following candidates be voted for by Polegate Town Council - Mr N Harrison and Mr J West .**

### **8982 Councillors Question Time**

A question was asked regarding the recordings of Council Meetings and the length of time that the recordings are kept securely within the office. The Freedom of Information must be adhered to and the legal requirements must be met.

A proposal was made that the recordings are kept for 6 months. This was voted on and was not carried. (3 in favour, 5 against and 5 abstentions).

**It was resolved, and voted on, (10 in favour, 2 against and 1 abstention) that the legal position regarding Freedom of Information and Data Protection in relation to recordings of meetings be clarified.**

A question was asked how far back the archives go either in the Reg Shingleton Room or in the loft. The previous Clerk would be asked for her advice.

### **8983 Youth**

A report was circulated and noted. Council thanked Cllr Mrs J Bigsby for her detailed report.

### **8984 Over 60's**

A report was circulate and noted. This item would be changed in future to Retirement and Beyond. It was reported that Mr David Buck was very appreciative of the Councils best wishes.

Cllr Mrs D Joy left the meeting.

### **8985 Buildings Maintenance Programme**

A report was circulated and noted from the previous General Purposes Meeting.

**It was resolved, and voted, 10 in favour and 1 abstention that quotes would be gained for the following –**

- **Essential repairs and redecoration of Council Offices and inside and out**
- **Essential repairs and redecoration of the Pavilion inside and out**
- **Essential repairs and redecoration of the Wannock Offices outside**
- **Creation of customer counter/window to front office and transfer of Clerk to Reg Shingleton Room (this item would be discussed further)**
- **Replacement of Pavilion kitchen**
- **Essential repairs to Bus Shelters/seat.**

### **8986 Financial Report**

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

The Accounts were approved

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

The financial update was approved

### **8987 Correspondence for Information/Action**

Public Rights of Way Network Survey – Further information will follow.

WDC Business Focus

A27 Gainsborough Lane Right Turn

### **8988 Communications from the Town Mayor**

Nothing to report

### **8989 Proposed dates of next cycle of meetings**

Planning – 1<sup>st</sup> February 2010

Special Town Council – 8<sup>th</sup> February 2010

Finance – 16<sup>th</sup> February 2010

Full Council – 22<sup>nd</sup> February 2010

**8990 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.**