



QC-11-08-00660

**Polegate Town Council, Council Office, 49 High Street, Polegate BN26 6AL**  
**Telephone: 01323 488114 Fax: 01323 487517**

Town Clerk – Jo Ognjanovic - e-mail [townclerk@polegate-tc.co.uk](mailto:townclerk@polegate-tc.co.uk)  
Town Mayor – Cllr T Voyce – e-mail [jill.voyce.btinternet.com](mailto:jill.voyce.btinternet.com)

23<sup>rd</sup> January 2012

Notice is hereby given of the full council meeting of the Town Council to be held on **Monday 30<sup>th</sup> January 2012** in the Council Chamber, 49 High Street, Polegate at **7.30 p.m.**

*J. Ognjanović*

Town Clerk

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*The press and public have a right to and are welcome to attend but are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admissions to Meetings) Act 1960. Comments or questions from members of the public on matters on the agenda will be received at the beginning of the meeting. The time allowed is a maximum of 3 minutes per speaker (this can be extended, if appropriate, and at the Chairman's discretion). The press and public are advised to wait until the resolution to exclude the press and public has been proposed and voted upon before withdrawing. **The Council Chambers are on the first floor with a stair lift, should you have any access issues please let the Town Clerk know prior to the meeting.***

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## **A G E N D A**

- 1. To receive any apologies for absence**
- 2. Declarations of interest in any items on the agenda**
- 3. Opportunity for public comment**
- 4. Minutes of the Full Council meeting held on 12<sup>th</sup> December 2011 and Special Full Council held on 12<sup>th</sup> January 2012**
- 5. Polegate Town Mayors Report**
- 6. Clerks Report**
- 7. PCSO Report**
- 8. District/County Councillors' reports**
  - a. District Councillor – Polegate South – Cllr D Shing
  - b. District Councillor – Polegate North – Cllr R Martin
  - c. District Councillor – Polegate North – Cllr Mrs O Lin Shing
  - d. County Councillor – Cllr S Shing
  - e. County Councillor – Cllr D Shing

In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that the meeting will be recorded. The purpose of this is that recordings act as an aide-memoire to assist the Clerk in the compilation of the minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.

**9. Adoption of Minutes and recommendations from Committees and Standing Committees**

- a. Finance & Policy Committee minutes 23<sup>rd</sup> January 2012

**10. Quotation for Jubilee Crown design at flower beds cross roads**

**11. Year end close down – quotation from RBS to carry out year end close down**

**12. Dittons corner bus stop move regarding new development at Shepham Lane – outcome of consultation**

**13. Rescind motion and new motion to alter committees as per Special full Council meeting 16<sup>th</sup> January 2012.**

**14. To select Business Plan Working Group membership**

**15. To approve quotation for work on Oakleaf play area – repair of bridge apparatus**

**16. Diamond Jubilee Committee – to make note and to give approval for the use of Polegate War Memorial Recreation Ground by the Diamond Jubilee Celebrations Committee for a fair to take place from Sunday 3<sup>rd</sup> June 2012 to Tuesday 5<sup>th</sup> June 2012 on Monday 4<sup>th</sup> June 2012.**

**17. Pride of Polegate litter signage on street lighting columns**

**18. To agree Date and preferred Location (if available) of Annual Town Assembly and speakers**

**19. Power of well being**

- a. Adoption of power of wellbeing

**20. To agree wording and solus distribution of leaflet – notification to residents re Strategic Sites Development Plan Document.**

**21. Financial Update**

- a. Approval of accounts for payment (November)  
*Resolution required for approval of submitted accounts attached*
- b. Copy of latest Barclaycard statement  
*For information only no resolution required*
- c. Copy of bank reconciliation  
*For information only no resolution required*

**22. Proposed dates of next cycle of meetings**

Environment & Leisure 13<sup>th</sup> February 2012

Full Council 27<sup>th</sup> February 2012

Finance & Policy 12<sup>th</sup> March 2012

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Full Council 26<sup>th</sup> March 2012  
Annual Town Assembly (Electors meeting) Wednesday 25<sup>th</sup> April 2012  
Full Council 30<sup>th</sup> April 2012  
Annual Meeting (including election of Mayor) 28<sup>th</sup> May 2012  
Environment & Leisure 18<sup>th</sup> June 2012  
Finance & Policy 25<sup>th</sup> June 2012  
Full Council 30<sup>th</sup> July 2012  
Finance & Policy 17<sup>th</sup> September 2012  
Full Council 24<sup>th</sup> September 2012  
Environment & Leisure 29<sup>th</sup> October 2012

**Budgets:**

Planning 5<sup>th</sup> November 2012 7.30 pm  
Personnel 5<sup>th</sup> November 2012 8.00 pm  
Environment & Leisure 12<sup>th</sup> November 2012  
Finance & Policy 19<sup>th</sup> November 2012  
Full Council (BUDGET) 26<sup>th</sup> November 2012  
Full Council 28<sup>th</sup> January 2013  
Environment & Leisure 25<sup>th</sup> February 2013  
Finance 11<sup>th</sup> March 2013  
Full Council 25<sup>th</sup> March 2013

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