



Polegate Town Council, Council Office, 49 High Street, Polegate BN26 6AL
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Town Clerk – Carol Gatrill - e-mail townclerk@polegate-tc.co.uk
Town Mayor – Councillor T Voyce – e-mail jill.voyce@btinternet.com

19th July 2010

Notice is hereby given of a meeting of the Town Council to be held on Monday 26th July 2010 at, The Council Offices, 49 High Street Polegate, at 7.30p.m.

Carol Gatrill

Town Clerk

The press and public 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.

A G E N D A

- 1. To receive any apologies for absence**
- 2. Declarations of interest in any items on the agenda**
To declare any interests known at this time
- 3. Opportunity for Public Comment**
- 4. Minutes of the Council meeting held on 28th June 2010**
Resolution for the minutes of the 28th June 2010 to be taken as read
And confirmed as correct and signed by the Chairperson.
- 5. Polegate Town Mayors Report**
- 6. Notification of any items to be dealt with as urgent**

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.

7. PCSO Report

A representative of Sussex Police will attend, **if possible**, to provide council with an update of issues arising around the town and actions taken to address these.

Vandalism Report

8. District/County Councillors' reports

District Councillor – Polegate South – Cllr D Broadbent

District Councillor – Polegate North – Cllr R Martin

District Councillor – Polegate North – Cllr Mrs O Lin Shing

County Councillor – Cllr S Shing

County Councillor – Cllr D Shing

9. Adoption of Recommendations and Minutes from Committees

To receive the following reports of Committees and to approve and confirm recommendations contained therein.

- Planning – 13th July 2010

Biomass going to Committee at ESCC 25th August 2010

10. Personnel Committee

Resignation letter from Chair of Personnel

11. Reports from Advisory Committees

To receive the following reports of Advisory Committees and to Approve and confirm recommendations contained therein

1) Buildings and Land

a) Lean – to

b) Decorating of the Council Offices

c) CCTV – Wannock Road – quotes

d) Town Map - quote

2) Youth and Elderly – Report from Cllr Mrs J Bigsby

Asbestos Risk Assessment – Quote

Photographic Competition

12. Big Lottery Funding – Brightling Road Sussex Wildlife Trust

13. The Harvester Tree – Festive Lights

14. Breakfast Meeting

Report from Cllr J Rogers

15. Councillors' Question Time

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A member may, with or without notice, ask a question of the Mayor, Chairperson of a Committee, Sub Committee or Working Group, or the lead spokesperson, or a representative to any other body.
The member may ask a supplementary question for the purposes solely for the purpose of clarifying any answer.

16. Financial Update

- a) Approval of accounts for payment
- b) Monthly financial update
- c) Action in Rural Sussex HR Advice

17. Correspondence for Information/Action

- Letter from Mrs y Fitzpatrick regarding new plaque for bench in memorial gardens
- Community Emergency Planning Conference 18th November-who would like to attend?
- Letter from SHLAA re Recreation Ground
- East Sussex Traveller Strategy 2010-2013
- Community Safety News – The Safer Wealden Partnership
- South Downs National Park – Working Together reply required by 24th September

18. Town Clerks Report with Action List

Report and Action List

19 Polegate Town Masterplan Update

20. Proposed dates of next cycle of meetings

Personnel 6th September 2010

Environment and Leisure 13th September 2010 7.30pm

Full Council 27th September 2010 7.30pm

21. Resolution to take business into confidential session

- Legal Issues – 18 Spurway Park Licence
19 Spurway Park –purchase of land
- Staffing Issues – Office Review
 - Dispute between Clerk and Council
 - Job Description of Office Manager/Town Clerk
 - Maintenance/Litter Picker

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