

UNADOPTED  
POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 27<sup>th</sup> June 2011 in the Council Chamber, 49 High Street Polegate at 7.30 p.m.

Present: Cllrs T Voyce, M Clewett, G Carter, Mrs M Piper, Mrs J Voyce, J O'Riordan, J Harmer, G Gibbs, E Board, R Martin (10)

Not Present: Cllrs Mrs C Berry, M Cunningham, D Shing, S Shing, M Pybus (5)

Also present

Mrs J Ognjanovic Town Clerk

7 members of the public

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**9793 Apologies for absence**

Cllrs Mrs C Berry (personal), M Pybus (work), M Cunningham (work), D Shing (work), S Shing (work)

**9794 Declarations of interest**

Cllr E Board 9803e Non prejudicial

**9795 Opportunity for public comment**

No members of the public wished to speak

**9796 Minutes of the Council Meeting held on 16<sup>th</sup> May 2011**

**It was resolved that the minutes of the Meeting held on 16<sup>th</sup> May 2011 were signed by the chairman as a true and accurate record of the meeting VOTE All in favour**

**9797 Mayor's Report**

The report was circulated prior to the meeting and noted by all present. The Mayor thanked Cllrs Mrs Piper, Mrs J Voyce, M Clewett, J Harmer, M Pybus and J O'Riordan for being present at the Civic service the previous Sunday.

**9798 PCSO report**

The report had been circulated prior to the meeting and noted by those present. Cllr Mr Gibbs stated that he had also attended a street meeting (along with Cllr O'Riordan and Cllr Mrs Oi Lin Shing and Cllr S Shing) but had not been mentioned in the report.

**9799 District/County Councillors' Reports**

Reports had been received from Cllrs D Shing, Mrs O Shing, S Shing, R Martin prior to the meeting and circulated. The reports were noted as read by all members present. A councillor stated that he would prefer the district and county reports to be more local issues as they seem to have been prepared with information relating further afield and more related to election results than issues for Polegate. Cllr Martin was asked on the update for the building works at Wealden District Council offices, he stated that the works had commenced, some employees were working from Grove Road Eastbourne. He stated that the telephone system was not satisfactory and was having a number of issues. He had enquired as to the decision makers but had not received a reply. Another councillor stated that he had not had any issues that day. A councillor stated that he was disappointed in the response to the LDF as mentioned in one of the reports and that it was viewable online. It was the same response submitted on a number of occasions. A councillor stated that she had been present at the Filching Quarry committee meeting at ESCC and that Cllr S Shing had presented a good case to the committee. A discussion on the poor quality of the resurfacing took place. The clerk stated that she had received a number of

resident complaints which had been forwarded on to Highways Authority to deal with, some had been resolved within a day or two.

### **9800 Town Clerk's Report**

The Town Clerk report had been circulated to all councillors prior to the meeting and had been read and noted by those present.

### **9801 Reports from Representatives of outside bodies**

#### a) Citizen's Advice Bureau

Cllr M Clewett stated that their newsletter was currently being prepared and it would be sent to the clerk to forward when received.

#### b) Civil Protection

Cllr Gibbs stated that he required an emergency plan which Cllr Martin confirmed he had and would pass on a copy. Cllr Martin stated that he understood that the transmitter at County Hall was no longer working.

#### c) Cuckmere Community Bus

Cllr Martin said that he had not heard and for the clerk to check that they had his details as he was happy to attend their meetings.

#### d) Crime Prevention/Neighbourhood Watch

Cllr Gibbs stated that Neighbourhood watch was still poorly supported, a number of councillors stated that they had agreed to distribute leaflets for their area. There were a number of issues with cold calling, which were being dealt with on a continuing basis with stickers and cards being sent to residents. Trading standards were aware. There was a particular incident with a major charity calling late at night.

#### e) Eastbourne Area Transport Forum – No report

#### f) Polegate Windmill

Cllr Harmer stated that there was a successful open day recently and many more events to follow in an attempt to enlist more volunteers in all areas, including training to give tours of the windmill.

#### g) Press Liaison

Problems with articles not being published in the Herald were discussed. A councillor stated that he would forward the clerk details of a contact there.

### **9801 Skate Park Maintenance Contract**

At previous meetings it was agreed that the contract would be investigated for a discounted amount. Details of the contracts were circulated prior to the meeting.

The prudence of having a longer contract were discussed in detail, some councillors preferred a shorter term with no discount. Others preferred the value for money with the discounted contracts.

<p><b>It was resolved to accept the quotation from Evolution for the three year contract based on the information provided regarding preventative maintenance at a cost of £5087.25 VOTE All in favour</b></p>
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### **9802 Mr T Wright to be given key to chamber for meetings**

<p><b>It was resolved that Mr T Wright would be granted voluntary caretaker status (no payment) and to be a custodian of the keys for opening at various Council run organisations. VOTE All in favour</b></p>
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## **9803 Adoption of Minutes and recommendations of committees and standing committees**

### **a) Finance & Policy minutes 25<sup>th</sup> May 2011**

**It was resolved to adopt the minutes and recommendations of the Finance & Policy Committee meeting of 25<sup>th</sup> May 2011. VOTE All in favour**

### **b) Planning Committee minutes 31<sup>st</sup> May 2011**

**Cllr E Board apologised for not giving his apologies for the Planning Committee meeting as he had been taken ill and was unable to send through his apologies at that time.**

**It was resolved to adopt the minutes and recommendations of the Planning Committee meeting of 31<sup>st</sup> May 2011. VOTE All in favour.**

### **c) Environment & Leisure minutes 20<sup>th</sup> June 2011**

**It was resolved to adopt the minutes and recommendations of the Environment & Leisure meeting of 20<sup>th</sup> June 2011. VOTE All in favour**

### **d) Brightling Road Advisory Committee minutes and recommendations**

The location of the previously agreed shelter was discussed and the recommendation of the location submitted by Cllr J O'Riordan. The clerk agreed to check with the water company regarding the location of the underground storm drainage.

**It was resolved to adopt the recommendations of the Brightling Road advisory committee including the location of the shelter as submitted. VOTE All in favour.**

### **e) Buildings & Land Advisory Committee minutes and recommendations**

The main points of the notes were read out by Cllr M Clewett. The clerk stated that the contractor selected by Council to carry out the works on the soffits and guttering at the pavilion had still not started or produced their relevant documentation. The office had tried to contact the contractor on numerous occasions with little success. The clerk had sent a recorded delivery letter asking when they intended to start as the initial start date had not been complied with.

**It was resolved that five signatures would be submitted to Finance & Policy as an agenda item in order that an alternative contractor could be selected should the contractor not commence the works on 18<sup>th</sup> July 2011 or fail to produce the relevant documentation prior to the work commencing. VOTE all in favour**

**It was resolved to adopt the recommendations of the Buildings & Land Advisory Committee. VOTE All in favour.**

Cllr Board commented on the village green status and the possibility of having the playgroup at Wannock Offices. The clerk clarified the position of the village green status and the possible affect on renting the offices there.

#### **f) Festivities & Town Appearance Advisory Committee**

A discussion took place regarding the coming events. The Mayors tea Party to be held on 4<sup>th</sup> July, help was required from both councillors and any members of the public who wished to be involved. The nominations for the civic award, closing date on the application. Best dressed Garden and Best Allotment judging, which was taking place on 12<sup>th</sup> July 2011. The possibility of getting a real switch for the Christmas Switch on was also discussed.

**It was resolved to adopt the recommendations of the Festivities & Town Appearance Advisory Committee. VOTE All in favour.**

#### **g) Youth & Elderly Advisory Committee**

The lead councillor stated that only two councillors and the clerk attended the meeting and that it had been delayed due to no apologies being received for the meeting. He asked that out of courtesy would councillors give their apologies to the clerk prior to the meeting.

There were no recommendations from the advisory committee.

#### **9804 Councillors' Question Time**

None

#### **9805 Financial Update**

a) Accounts for payment

**It was resolved to approve the accounts submitted for payment. VOTE All in favour (copy attached)**

b) Barclaycard statement

The statement had been circulated to all councillors prior to the meeting and noted by all present.

c) Bank Reconciliation

The Bank reconciliation papers had been circulated to all councillors prior to the meeting and noted by all present.

#### **9806 Correspondence for action**

a) Request from Ken Shaddick to sell poem book through the office proceeds to MacMillan.

**It was resolved to withdraw the agenda item at this time whilst councillors familiarised themselves with the poem book (copy held in the office) and to add to the next full council agenda. VOTE All in favour.**

#### **9807 Annual Statutory Meeting**

The town clerk read out the following response to a comment made by a member of the public:

At the annual statutory meeting a member of the public raised the issue of 14 clear days notice for the Annual Town Assembly.

According to the Local government Act 1972 schedule 12 paragraph 15(2) the notice period required for a "normal" Annual Town Assembly (electors meeting) is **7** (clear) days. Notice of which was given.

#### **9808 Town map amendments**

A discussion on the quotation and the amendments took place.

**It was resolved that the quotation for £150 be accepted to make the amendments/additions of New Road, Fair Oaks and British Legion as quoted. It was resolved that after the amendments had been made 3 laminated copies would be made to replace the map in the town map casing and 2 spare copies to be used as gifts. VOTE 9 for 1 against Cllr J Harmer.**

#### **9809 Change of Signatories**

**It was resolved to add Cllr Joe O'Riordan to the current list of signatories and remove Cllr A Watkins. VOTE All in favour**

#### **9810 New PA System**

The new details had been compiled as agreed previously. A councillor asked whether it would be cheaper to rent the system and it was stated that renting would not allow flexibility of use. It was also stated that after a short period of uses it would become more economical to purchase a system.

**It was resolved to purchase a new PA system from reserves at the cost of approximately £549.31 + VAT. VOTE All in favour.**

#### **9811 Proposed dates of next cycle of meetings**

Finance & Policy 18<sup>th</sup> July 2011  
Full Council 25<sup>th</sup> July 2011  
Environment & Leisure 12<sup>th</sup> September 2011  
Full Council 26<sup>th</sup> September 2011  
Finance & Policy 10<sup>th</sup> October 2011  
Full Council 24<sup>th</sup> October 2011  
Personnel BUDGET 7<sup>th</sup> November 2011  
Environment & Leisure BUDGET 14<sup>th</sup> November 2011  
Finance & Policy BUDGET 21<sup>st</sup> November 2011  
Full Council BUDGET 28<sup>th</sup> November 2011  
Full Council 12<sup>th</sup> December 2011  
Finance & Policy 23<sup>rd</sup> January 2012  
Full Council 30<sup>th</sup> January 2012  
Environment & Leisure 13<sup>th</sup> February 2012  
Full Council 27<sup>th</sup> February 2012  
Finance & Policy 12<sup>th</sup> March 2012  
Full Council 26<sup>th</sup> March 2012

#### **9812 Committee to consider pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.**

**It was resolved to take matters into confidential session. VOTE All in favour**

#### **9813 Adoption of confidential report recommendations from committees and standing committees Personnel Advisory Committee report 7<sup>th</sup> June 2011.**

**It was resolved to adopt the recommendations of the personnel advisory committee report 7<sup>th</sup> June 2011. VOTE All in favour**

The meeting closed at 9.25pm