

UNADOPTED
POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 31st January 2011 in the Council Chamber, 49 High Street Polegate at 7.30 p.m.

Present: M Cunningham (Deputy Mayor – Chair), S.Shing T Wright, G Carter, Mrs M Piper, R Martin, Mrs C Berry, J.Harmer, Mrs J Bigsby, J Rogers A Watkins,

Also present Mrs J Ognjanovic Town Clerk
 ESCC Councillor Mr Daniel Shing
2 members of the public Mr P Woolmer, Mr M Hutchins

- 9553 Apologies for absence
Cllrs Mrs D Joy, T.Voyce (Pelham), Mrs J Voyce (Pelham), S. Barber (work commitments)
- 9554 Declarations of interest
Non prejudicial Cllr Rogers minute 9520 as now Chair of Community Association
- 9555 Opportunity for public comment
No members of the public wished to speak
- 9556 Notification of items to be dealt with as urgent
None
- 9557 Minutes of the Council Meeting held on 13th December 2010.
9523 Cllr Mrs Berry under confidential,9525 Cllr J Harmer reserved for later discussion

The minutes of the Meeting held on 13th December 2010 were signed and adopted by the chairman as a true and accurate record of the meeting

VOTE All in favour

- 9558 Polegate Deputy Mayor's Report
The Deputy Mayor stated that he and Cllr Mrs Bigsby had presented the winners of the Best Christmas Lights. The Shop winner was the Salvation Army shop, the volunteers were very pleased to have won having come runners up in previous years. The winners of the Best Dressed House (Christmas Lights) were also extremely pleased to have won and received their cup and winners certificate. Cllr Bigsby asked that the presentation for the cups be made during late December this coming year if possible in order that the press releases are sent out in December. Cllr M Cunningham also commented that the signal box that had come runner up last summer had also been second nationally in the railway competition. The Deputy Mayor also thanks both Cllrs Mrs Voyce and T Voyce for their hard work on Honey Farm.
- 9559 PCSO report
The report had been circulated prior to the meeting and the following comments made:
Cllr Mrs C Berry asked that the Clerk research why Dittons road was considered unsuitable for speed checks and report back.
Cllr Rogers asked if we could have more feedback on issues raised in the reports via the Clerk.
- 9560 District/County Councillors' Reports
Reports from Cllrs D Broadbent, R Martin and D Shing had been circulated before the meeting. Cllr Harmer asked for a response from Cllr Shing regarding

the pot holes mentioned in minute 9525. The clerk informed Council that a letter had not yet been sent to Cllrs Shing and would be prepared shortly. Minute 9525 was duly adopted.

Cllr S Shing informed Council that ESCC were under pressure of a huge amount of cuts and that it was likely that some things would not be reacted to as quickly due to budget prioritising. He also informed Council that it was likely that over the coming years the library service would suffer directly from these cut backs.

Cllr Shing was asked why the Hippo bags for the ice and snow had still been left in the high street and when they had been delivered no one was aware what they were there for. There were no notices posted.

Cllrs D & S Shing left the meeting at 7.50pm.

9561 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. Cllr Berry thanked the clerk for the in-depth report which answered many of the queries that she had previously wished to address.

Cllr Carter stated that he was disappointed that the bank had not taken full action on the request to stop the payment made under an indemnity.

It was agreed that the clerk send a letter of complaint to the bank regarding the fact that the charge had been taken 3 days following the clerk's visit to the bank with covering letter.

The clerk updated the Council on the present stage of progress of the town map which should soon be finalised. At present the map application was with the architect and the application had been prepared. The map and casing were being stored at present awaiting permission for installation.

Cllr Mrs Piper asked when the Village Green application was likely to be looked at. The clerk stated that the latest information she had was that it would not be looked at by ESCC until April 2011.

Cllr Rogers asked if the soffit repair quotes were in yet. The clerk informed Council that most quotes were in and a Buildings and Land Advisory Committee meeting was being prepared for 9th February. Cllr Harmer explained that all quotes were of part of the works and the details were being compiled.

The clerk informed the Council of recent repairs to the office, including the door lock and the leaking window upstairs. The final maintenance works had been completed, but the clerk had not yet checked the work and therefore had not yet released the retention payment.

Cllr Cunningham asked about the gent's door at the pavilion, the clerk informed him that the buildings & land advisory committee would be looking at this on 9th Feb.

Cllr Rogers asked if the graffiti had been removed. The clerk informed him that Wealden would be attending on 3rd February once the police had given the go ahead for it to be removed. The police were following up the graffiti and tagging.

Cllr Mrs Berry wished to have it minuted that she had been under the impression that the wording had been correct and asked the clerk to investigate where the wording came from and for the clerk to report back to Cllr Mrs Berry. It was agreed that the clerk would investigate the origin of the wording and report the findings back to Full Council.

Cllr Harmer asked how the metal liner had been removed from the bin at the skate park, the clerk informed them that someone had managed to use a tool to open the bin without a key. The clerk informed Council that the bin had now been bolted so that the door could not be opened and that the liner had been repaired.

Cllr Watkins asked that the wording on both the cricket club and the stoolball hiring agreement would be changed in line with the legal advice now received.

The clerk agreed that this would be done when the new agreements were made.

Cllr Watkins stated that in doing risk assessments this change of wording (previously) should have been considered by the previous clerk as if there was a problem Council would be liable.

9562 Reports from Representatives of outside bodies

Cuckmere Community Bus – report had been circulated to all councillors and noted. Cllr Watkins informed Council that it was possible that there may be a contraction of service and loss of revenue concerning the service with the cuts being made and ESCC taking over the running of the service. ESCC were planning to change the free pass service from 9.30 (previously 9am) a vast amount of income and demand was in the 9-9.30 time frame. Cllr Rogers asked who funded CCB. Cllr Watkins said that the main funding from ESCC and the bus pass revenue stream. The bus also had donation buses on board for passengers to make donations to the service. Cllr Watkins asked for a report for next Full Council from Cllr Watkins regarding the affect of the time alteration and revenue losses that resulted from that. Cllr Rogers asked what parishes the service covered.

Citizens Advice – a verbal report was given. Uckfield office was being resited. CAB expected to have a large loss of funding, but it was not as much as was originally expected. ESCC has given nothing towards CAB.

Civil Protection – Still defunct at present. Cllr Cunningham had completed the online survey only to reach the end and be told that Polegate was not in a flood risk area.

Children/Playgroup – verbal report was given as no further update had been received. It was assumed that the playgroup were still experiencing financial difficulty with government cuts on grants and rising rental fees. If anyone knows of any premises where they could leave the toys out with reduced charges to let them know. Cllr Bigsby asked about the impact of the Village Green status since the playgroup had expressed an interest in moving to the offices at Wannock Road and the clerk informed her that if the village green status were to go ahead and include the offices, the playgroup would not be allowed to rent the offices at Wannock road as that would be contrary to the law. (The playgroup is not classed as recreation.)

Crime prevention Neighbourhood Watch – Cllr Mrs Berry stated that a well attended meeting had been held on 20th January. There had been quite a few instances of damage to vehicles. The New sergeant Mark Richie was very committed to Neighbourhood Watch.

Eastbourne Area Transport Forum – A verbal report was given by Cllr Cunningham regarding the variance in projects. Transport links were being discussed, including Cuckmere Community bus service. Cllr Watkins wanted to ask the contacts there regarding statements in the Core strategy regarding the quality bus corridor service that was mentioned and how it would work as he considered it unworkable.

Polegate Windmill – None at present meeting next week.

Press Liaison – Cllr Bigsby stated that most of the press releases were now being done by the clerk. There had been an issue with the Xmas Best dressed house/shop winner photos being too late for the press to print in January. The clerk informed Cllr Bigsby that Xmas 2011 the photos would be released to the press prior to the New Year. It was suggested that the photos could be laminated and put on the notice boards as well as the website and newsletter.

South Wealden Association of Local councils – The meetings have been clashing with both council meetings and association meetings and therefore no one has been able to attend.

Parish Planning Meeting – a report had been circulated to the Council prior to the meeting. It was noted along with comments from Cllr Wright regarding the minimal attendance of the last meeting.

9563 Youth report

A report from Lee Edgar regarding a problem with the table tennis table being moved despite being put away and the heating being both inefficient and possibly not working. The clerk said that she would look into the matter and report back to the buildings and land advisory committee.

9564 Elderly Report

No report. Cllr Martin reported that there were a number of Elderly forums in Eastbourne. A notice regarding that forum is now on the Dinkum notice board.

9565 Honey Farm Appeal Update

The Chair of Planning Cllr J Rogers gave a verbal update on the appeal start and end dates. Cllr Rogers informed everyone about the public evening session on Wednesday 2nd February 2011 7.30-9.30pm. He invited all Cllrs to attend. Inspector Robert Mellor will give the case over to the Secretary of State to make her decision in due course. Wealden's case officer was not there and this had been noted by the appellant's barrister. CPRE and other EPOs (Environmental Protection Organisations) had their own barrister who was very good. Cllrs T Voyce Mrs Voyce R Martin J Rogers and the clerk have been there regularly. There was no real date given as to when a decision would be made. Closing statements would be given on Friday 4th February 2011.

Cllr Watkins asked if in the core strategy the allocation of 700 houses would take Polegate over the housing allocation. Cllr Rogers stated that only Honey farm had been spoken about in detail.

9566 Adoption of minutes and recommendations from Committees and Standing Committees

Minutes of Finance & Policy 18th January 2011

Minutes of Planning 14th January 2011

The minutes of the Finance & Policy 18th January 2011 were accepted as a true record and all recommendations were adopted excluding reserved minutes 9542, 9547, 9550, 9551 discussed separately. VOTE All of those present in favour

9542 – Liberal Democrat group stated that for all committees their substitute names would be either Cllr R Martin or Cllr A Watkins in Cllr Mrs Berry's absence.

PRA stated that for Environment & Leisure their substitute names would be either Cllr S Barber, T Voyce, G Carter, M Cunningham, T Wright or Mrs D Joy

PRA stated that for Finance & Policy their substitute names would be either Cllr Mrs M Piper, Mrs D Joy, T wright, T Voyce, J Harmer or M Cunningham

PRA stated that for Planning their substitute names would be either Cllr Mrs D Joy, Mrs J Voyce, Mrs J Bigsby, J Harmer, T Wright, M Cunningham or T Voyce

PRA stated that for the Personnel advisory committee their substitute names would be S Barber, M Cunningham, Mrs D Joy, J Harmer, J Rogers, T Wright, T Voyce, Mrs M Piper.

It was resolved that minute 9542 would be adopted and substitutes agreed as above. VOTE All in favour.

9547 – Cllr Mrs Berry stated that further to advice given by G Nienstaedt and T Leggo it was considered that the chairs of the committees should always be informed about matters relating to their committee and that was why the wording had been chosen. Cllr Cunningham was concerned that if any

committee member wanted to bring something up at a committee meeting he was concerned that if the chair decided it should not go on and the clerk where would the place to address this matter. The clerk informed Council that although courtesy dictated the consultation with the chairs, it was the clerk's decision what was to go on each agenda and in that case it was highly unlikely that an issue would not be put on the agenda, subject to it being lawful etc. The chair of a committee should ensure that all members of their committee are informed about matters related to their committee. The change in the terms of reference was implied that all issues relating to a committee should be taken through the chair. It could still be taken to the clerk if applicable and she would always inform the chair, but it allowed for a member to bring a matter to the chairs attention without going through the clerk if it was appropriate to do so. Cllr Watkins asked if the wording in the terms of reference precluded councillors from going through the clerk. The clerk answered that it did not, but that any information should then be notified to the chair. This could be done through the clerk as it is presently, but the chair must be notified. If the occasion arose where the clerk was to be excluded the chair of the committee must be notified and the chair must then decide whether it was a matter for the clerk/proper officer/RFO.

It was agreed that 9547 be discussed under confidential and voted upon there.

Cllr Watkins commented on minute 9533 (delegated committee) and asked for reassurance that planning decisions resolved under delegated authority should inform the public that the decision was to be taken and therefore give the public opportunity to make representation to the delegated committee. The Clerk stated that plans were approved by Wealden and therefore the public had the opportunity to represent themselves through the Wealden website, by letter to either PTC or Wealden and if the plan went to committee at Wealden at that meeting. Cllr Rogers took the point being made by Cllr Watkins.

Cllr Mrs Berry asked the clerk to enquire whether the V Board advertising had been placed when the plans had not yet gone to committee. The Clerk agreed to do this and added that she had investigated the show home at the same site and that had already had approval according to the case officer.

It was resolved to adopt the planning minutes of 14th January 2011 as a true record. VOTE All in favour

9567 Councillors' Question Time

Cllr Mrs Piper commented that she was concerned that the playgroup were still experiencing financial difficulty in view of recent government cuts and how nice it had been when there was a playgroup at Wannock.

Cllr Watkins asked if Council were aware that the solicitor had stated that there was a statutory right for the public to use the recreation ground and that if anything was to be put on there it would take away their statutory right? The Clerk responded to the Council informing them that they were allowed to put leisure and play equipment on the recreation ground. Cllr Watkins stated that originally when there was consideration of the health centre on the grounds Council were not legally entitled to consider that option. The Clerk informed Cllr Watkins that at the time and currently the recreation ground did not have village green status and it was therefore legal at that time to consider that option. Cllr Cunningham stated that the definition of the area and whether buildings would be included would change the details of the statutory right.

9568 Financial Update

a) It was resolved to approve the accounts for payment. VOTE All in favour

- b) The Barclaycard statement was noted by all present.
- c) The bank reconciliation was noted by all present.
- d) The email relating to approved work for emergency street lighting repairs was approved by the Council.

9569 Correspondence for action

It was resolved by Council that the office would accept a small supply of 30 white recycling bags for the public to collect. The office would report back to Council on any significant impact on the office. VOTE 9 for 1 against

9570 Masterplan

It was resolved to send a copy of the adopted Masterplan to Wealden District Council. VOTE 9 for 1 against Cllr Watkins

9571 Delegated Authority to Personnel Advisory Committee

A discussion took place regarding the suggestion that the Personnel Advisory Committee should not have delegated authority but report back to Finance of Full Council. Reserved minute 9550

It was resolved that Personnel Advisory Committee would make recommendations to either Finance & Policy or Full Council. It was resolved that Environment & Leisure committee, Finance & Policy Committee have delegated authority with immediate effect. VOTE All in favour. NB Planning committee has already been given delegated authority.

9572 Renewal of football lease to Polegate Town Football Club

Reserved minute 9551.

A discussion took place on the wording of the lease.

It was resolved to renew the lease for Polegate Town Football Club (1 year as resolved at Finance & Policy) would be issued with the new wording under section 5 to read "In the event of a change in the law requiring termination of the lease the agreement between Polegate Town Council and Polegate Town Football club will be terminated immediately. All possessions must be removed from all the buildings immediately." VOTE All in favour

Cllr Watkins asked that when the new leases for both stoolball and cricket were considered that the new wording be incorporated into those leases.

9573 Proposed dates of next cycle of meetings

A discussion took place regarding the full council meeting on 21st February 2011.

It was resolved to accept the following dates for the next cycle of meetings:

14th February 2011 Environment & Leisure Committee

21st February 2011 Full Council

15th March 2011 Finance & Policy Committee

28th March 2011 Full Council

16th May 2011 Annual Meeting (Election of Mayor); newly elected council

23rd May 2011 Polegate Town Assembly

9574 Committee to consider in 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 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. VOTE All in favour.

9575

It was resolved to adopt the recommendations from Personnel Advisory Committee 17th January 2011. VOTE All in favour

Reserved minute 9523 (Full Council) was discussed

It was resolved to amend the Terms of reference of the Personnel Advisory Committee to include the following wording " all councillors without exception will go through the Chair of personnel committee when brining up any personnel matter, that chair will then contact the Clerk with those details if appropriate." VOTE All in favour

It was resolved that the Clerk would attend the next convenient First Aid at work training to be funded from the staff training budget. VOTE All in favour.

It was resolved that the Clerk would attend the Clerk's Networking day to be funded from the staff training budget. VOTE All in favour