



**Polegate Town Council, Council Office,
49 High Street, Polegate BN26 6AL**

Town Clerk – Jo Tricker - e-mail admin@polegatetowncouncil.gov.uk

Town mayor Cllr D Dunbar email cllr.d.dunbar@polegatetowncouncil.gov.uk

3rd June 2024

Notice is hereby given of a meeting of the Town Council to be held on **Monday 24th June 2024** in the **Council chambers, 49 High Street, Polegate BN26 6AL at 7pm**

J Tricker

Town Clerk

The press and public have a right 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 2 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. Opportunity for public comment for items on the agenda**
- 2. Apologies for absence**
- 3. Declarations of interest in any items on the agenda**
- 4. Mayors verbal report**
- 5. To adopt and approve the minutes of the Full Council meeting of 29th April 2024**
- 6. To adopt and approve the minutes of the Annual Statutory Meeting of 20th May 2024**
- 7. Minutes of Standing committees**
 - a. Planning committee meetings of 10th May 2024 and 7th June 2024**
 - b. Finance committee meeting of 24th May 2024**
 - c. Buildings and land committee meeting of 31st May 2024**
 - d. Christmas Lights Committee meeting of 3rd May 2024**
- 8. Financials**
 - a. Barclay card statements for noting for May 2024**

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.

- b. Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (May) including VAT return. For approval of variances as shown**

9. Dates for next meetings

Full Council meeting 29th July 2024

Full Council meeting 30th September 2024

Full Council meeting 28th October 2024

Full Council meeting 25th November 2024

Full Council meeting 6th January 2025 (Precept and budget setting)

Full Council meeting 27th January 2025

Full Council meeting 24th February 2025

Full Council meeting 31st March 2025

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