



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

Town Clerk – Jo Ognjanovic - e-mail admin@polegatetowncouncil.gov.uk
Town mayor Cllr D Dunbar email cllr.d.dunbar@polegatetowncouncil.gov.uk

15th March 2024

Notice is hereby given of a meeting of the Town Council to be held on **Monday 25th March 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 meetings of 27th November 2023 ; 8th January 2024; 26th February 2024**
- 6. Financials**
 - a. Barclay card statements for noting for February 2024**
 - b. Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (Feb) including VAT return. For approval of variances as shown**
 - c. To use any remaining budget from grass cutting to pay for the consultant fees for Brightling Road planning permission.**

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. Representatives of outside bodies

- a. **Polegate Windmill: to add Cllr Nathan Dunbar and Cllr Andrew Wood as representatives.**

8. Dates for next meetings

Full Council 29th April 2024

Annual Town Assembly 13th May 2024

Annual Statutory meeting for Election of Mayor 20th May 2024

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