

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

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18th November 2025

Notice is hereby given of a meeting of the **Full Council Meeting** to be held on **Monday, 24th November 2025** at **19:00** at **Council Chambers, 49 High Street, Polegate, East Sussex, BN26 6AL**

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. There is a stairlift available to get to the first floor where the chambers are.

AGENDA

Item 1: Opportunity for Public Comment on items on the agenda

Item 2: Apologies for absence

Item 3: To receive any Declarations of Interest in respects of items on the agenda

Item 4: Mayors Update

Item 5: Clerks Update

Item 6: Minutes of the 28th September 2025 and 27th October 2025

To resolve that the minutes of the last meeting as circulated on the agenda be confirmed as a correct record and signed by the Chair.

Item 7: Minutes of the Committees and Standing Committees

To approve the minutes and recommendations of Committees and Standing Committees:

- Buildings and Land Committee Meeting 17th October 2025

Item 8: Finances

- a. To note by all present Barclay Card Statements October 2025
- b. To resolve and accept the variances of Bank Reconciliations, income and expenditure reports, trial balances, ear marked reserves (October 2025) including VAT return. Financial Report for Full Council for income and expenditure variances. For Approval of variances as shown.

Item 9: Reports from Outside Bodies

- a. Transport for the South East – East Sussex County Council

Item 10: Motion for Cllr Graeme Archer to become a bank signatory for Polegate Town Council

Item 11: To appoint Cllr Mickey Caira to the following Standing Committees:

- Communities and Tourism Committee
- Finance and Policy Committee

Item 12: Motion to adopt the revised Standing Orders based on the NALC model

Item 13: Preliminary Budget for 2026-27

To look at and comment on the Preliminary budget for 2026/27 £639,260 (First Draft)

The Finance Committee have looked at this and have taken it away to make comments on it.

(Based on last year's tax base which will change)

Item 14: Date of the Next Meeting

To note the dates of the next Meetings:

- Full Council Meeting 5th January 2026 (Budget and Precept Setting 2026/27)
- Full Council Meeting 26th January 2026
- Full Council Meeting 23rd February 2026
- Full Council Meeting 30th March 2026