



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

Town Clerk – Jo Ognjanovic - e-mail townclerk@polegate-tc.co.uk

28th January 2022

Notice is hereby given of a Special full council meeting of the Town Council to be held on **Wednesday 23rd February 2022** in Council Chambers, 49 High Street, Polegate BN26 6AL at **10:00 a.m.**

Mayor of Polegate

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**
- 2. To receive any apologies for absence**
- 3. Declarations of interest in any items on the agenda**
- 4. Buildings and Land Notes and motions for full council**
 - a. Motion to accept the donation of the tree from the local MP and to use this for the Jubilee event in June 2022. Location to be delegated to the clerk in liaison with Buildings and Land working group members.**
 - b. Recommendation to council to plant a line of trees (and shrub trees) 15 ft from the boundary line species to be advised by P Greenwood of Sacred earth. Plus, community orchard trees. Trees may be planted by volunteers at tree planting event(s). To obtain trees through free and paid means costs to come from maintenance budget and other funding as required or general reserves if necessary. Details to be delegated to the clerk in liaison with B&L.**

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.

5. To adopt the minutes and recommendations of the Personnel Committee Minutes of 4th February 2022 (some discussions may need to take place in confidential session)
6. 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. (Discussion of staff and legal matters / details)

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