

**UNADOPTED  
POLEGATE TOWN COUNCIL**

**Minutes of the Full Council meeting held on Monday 27<sup>th</sup> March 2023 7pm at Council chambers 49 High Street, Polegate BN26 6AL**

**Present:** Cllrs D Murray, Ms A Snell, D Watts, Mrs C Berry, M Falkner, D Sanders, S Shing, D Dunbar, M Cunningham, Mrs W Alexander, A Wood, D Shing, Mrs M Piper (13)

**Not Present:** Cllrs R Shing (1)

4 members of public

| Minute No. | Subject/Resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13236      | <b>Opportunity for public comment for items on the agenda</b><br>None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 13237      | <b>Apologies for absence</b><br>Cllrs R Shing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 13238      | <b>Declarations of interest in any items on the agenda</b><br>Minute 13247 County Councillors S Shing, D Shing non prejudicial<br>Minute 13245 Directors of Polegate War Memorial Recreation ground CIC non prejudicial<br>Ms A Snell, D Watts, Mrs M Piper, D Murray                                                                                                                                                                                                                                                                                                                       |
| 13239      | <b>To approve and adopt the minutes of the meeting on 30<sup>th</sup> January 2023</b><br><b><u>It was resolved to approve and adopt the minutes of the meeting 30<sup>th</sup> January 2023 as an accurate record of the meetings. VOTE All in favour</u></b><br><i>A councillor asked for an update on the white gates – highways had not yet replied and about the Asset of Community value – the clerk is to gather more evidence as the applications had been turned down.</i>                                                                                                         |
| 13240      | <b>Minutes and recommendations from committees and standing committees</b><br><br>a. <b>Planning Committee 20<sup>th</sup> February 2023</b><br><b><u>It was resolved to adopt the minutes and recommendations of the planning Committee meetings of 20<sup>th</sup> February 2023. VOTE All in favour</u></b><br><br>b. <b>Finance &amp; Policy Committee 10<sup>th</sup> March 2023</b><br><b><u>It was resolved to adopt the minutes and recommendations of the Finance &amp; Policy Committee meetings of 10<sup>th</sup> March 2023. VOTE All in favour</u></b>                        |
| 13241      | <b>Minutes/Notes &amp; recommendations from working groups</b><br>a. <b>Buildings &amp; Land working group 10<sup>th</sup> March 2023 notes</b><br>i. <b>Request from friends of Jubilee Nature Reserve group to erect a shed on the land</b><br><b>It was resolved to allow the group to erect the shed as shown on the land. VOTE All in favour</b><br>b. <b>Street lighting working group 24<sup>th</sup> February 2023 notes (actions for street lighting is delegated to the clerk)</b><br><b>The notes and recommended actions were noted by all, to be carried out by the clerk.</b> |
| 13242      | <b>Financials</b><br>a) <b>Payments of accounts as presented</b><br><b><u>It was resolved to authorise the payments as presented £10,505.68 VOTE All in favour</u></b><br><br>b) <b>Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves. For approval of variances as shown</b><br><b><u>It was resolved to approve the variances and sums noted by all. VOTE all in favour.</u></b>                                                                                                                                                                  |

|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | <p>c) Barclaycard statements for noting (delegated)<br/>Noted by all present.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 13243 | <p>Motion to purchase a defibrillator and lockable cabinet at Polegate War Memorial recreation ground (CIC). To include minor electrical installation works. Defibrillator to remain a Polegate town Council asset and therefore cover any ongoing consumable costs. Polegate Town Council to register the defibrillator on the national Network the circuit. Recommended location for installation is on the wall near to the main road. See suggested location map. Estimated cost for purchase delivery and installation to come from general reserves £2000-2500</p> <p><u>iPAD SP1 Fully-Automatic Defibrillator Outdoor Package - DefibWarehouse - Wide range of defibrillators</u></p> <p><u>It was resolved to purchase a defibrillator and lockable cabinet for Polegate War Memorial Recreation ground and to pay for the electrical installation works. The defibrillator would remain part of the town councils assets and the town council would maintain and pay for consumable. The defibrillator will be registered on "The Circuit" as part of the national register. To be located on the wall near the main road. To be funded from general reserves. VOTE All in favour</u></p> <p>NB a motion was put to the next meeting to arrange a maintenance/support contract for the upkeep of the town council owned defibrillators.</p> |
| 13244 | <p>Motion to request a Tree Preservation Order for the Harvester Tree</p> <p><u>It was resolved to request a Tree Preservation order be placed on the Harvester Tree in the High Street. VOTE All in favour.</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 13245 | <p>Correspondence for action</p> <p>a. Request from Polegate War memorial Recreation Ground CIC &amp; cricket club to use CIL funds for ball stop fencing at the grounds estimate cost £27,924.00 (CIL available £30,000)</p> <p><u>It was resolved to use CIL funds for the ball stop fencing at the grounds estimate cost £27,924.00 VOTE All in favour</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 13246 | <p>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. (Land matters)</p> <p><u>It was resolved to exclude the press and public by reasons of the confidential nature of the business to be transacted (land matters) VOTE All in favour.</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 13247 | <p>Land matters</p> <p><u>It was resolved that should the other approach not be successful (confidential notes) a bid will be made for the land. Finance committee to determine the amount of the bid when further information is available. VOTE 8 for 4 abstentions WA, SS, DS, MF</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

The meeting closed at 20.43pm

Signed Mayor of Polegate \_\_\_\_\_ Date \_\_\_\_\_

[REDACTED]

[REDACTED] TOWN CLERK  
POLEGATE TOWN COUNCIL  
COUNCIL OFFICE  
49 HIGH STREET  
POLEGATE  
EAST SUSSEX  
BN26 6AL

[REDACTED]

## Your Business accounts – at a glance

### Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345.

### Your balances on 31 March 2023

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#### Business Current Accounts

|                                    |            |
|------------------------------------|------------|
| Business Current Account Statement | £50,000.00 |
|------------------------------------|------------|

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#### Business Savings Accounts

|                          |             |
|--------------------------|-------------|
| Business Premium Account | £720,435.09 |
|--------------------------|-------------|

|                          |             |
|--------------------------|-------------|
| Business Premium Account | £128,447.29 |
|--------------------------|-------------|

This is the end of your account summary.

Date: 14/04/2023

Polegate Town Council

Page 1

Time: 12:06

Cashbook 1

User: JO

Current/Business Premium

Payments made between 15/03/2023 and 31/03/2023

| Nominal Ledger Analysis   |                                |            |              |             |        |      |        |           |                                   |
|---------------------------|--------------------------------|------------|--------------|-------------|--------|------|--------|-----------|-----------------------------------|
| Date                      | Payee Name                     | Reference  | £ Total Amnt | £ Creditors | £ VAT  | A/c  | Centre | £ Amount  | Transaction Details               |
| 15/03/2023                | FOUR JAYS GROUP                | BX359720   | 540.00       | 540.00      |        | 500  |        |           | Event Toilets<br>29/07/2023       |
| 15/03/2023                | Staff Salaries Cash Book       | BX770852   | 4,532.31     |             |        | 202  |        | 4,532.31  | March Salaries                    |
| 15/03/2023                | Wealden District Council       | DD         | 1,482.00     |             | 247.00 | 4238 | 302    | 585.00    | Waste Management                  |
|                           |                                |            |              |             |        | 4241 | 302    | 650.00    | Waste Management                  |
| 15/03/2023                | EDF Energy                     | DD         | 315.00       |             |        | 4131 | 201    | 315.00    | DD taken                          |
| 15/03/2023                | Staff Salaries Cash Book       | march sala | 704.00       |             |        | 202  |        | 704.00    | March Salary                      |
| 20/03/2023                | Streetlights                   | BX356251   | 420.00       | 420.00      |        | 500  |        |           | Column D Wannock<br>Road          |
| 20/03/2023                | SME IT Solutions Ltd           | BX595455   | 123.55       |             | 20.59  | 4069 | 102    | 102.96    | IT Support                        |
| 20/03/2023                | SME IT Solutions Ltd           | REVERSAL   | -123.55      |             | -20.59 | 4069 | 102    | -102.96   | REVERSAL                          |
| 22/03/2023                | IDVerde                        | BX355818   | 686.40       | 686.40      |        | 500  |        |           | Playground<br>Inspections         |
| 23/03/2023                | Countrymans Contractors Ltd    | BX951473   | 390.00       |             | 65.00  | 8060 | 302    | 325.00    | Gosford Allot clear               |
| 23/03/2023                | Countrymans Contractors Ltd    | BX951473   | 390.00       | 390.00      |        | 500  |        |           | Gosford Allot Clear               |
| 23/03/2023                | Countrymans Contractors Ltd    | BX951473   | -390.00      | -390.00     |        | 500  |        |           | Lectern Installation              |
| 24/03/2023                | Pauls Skips                    | BX361065   | 264.00       | 264.00      |        | 500  |        |           | Skip for PJNR                     |
| 24/03/2023                | Pauls Skips                    | BX361065   | 264.00       | 264.00      |        | 500  |        |           | Reversal                          |
| 24/03/2023                | Pauls Skips                    | BX361065   | -528.00      | -528.00     |        | 500  |        |           | Double Reversal                   |
| 27/03/2023                | Workshop Aberfeldy (green cano | Barclayc   | 65.99        | 65.99       |        | 500  |        |           | Green Canopy Plau                 |
| 27/03/2023                | St Johns Ambulance             | Barclayca  | 18.48        | 18.48       |        | 500  |        |           | First Aid supplies                |
| 27/03/2023                | Flags & FlagPoles              | Barclaycar | 79.80        | 79.80       |        | 500  |        |           | Coronation Banner                 |
| 27/03/2023                | Hampshire Flag Company Ltd     | BARCLAYCA  | 405.31       |             | 67.55  | 8060 | 201    | 337.76    | Coronation Flags                  |
| 28/03/2023                | SME IT Solutions Ltd           | BX355895   | 59.94        |             | 9.99   | 4037 | 102    | 49.95     | UK Domain<br>Renewal/Registratio  |
| 28/03/2023                | Streetlights                   | BX356280   | 420.00       |             | 70.00  | 4282 | 305    | 350.00    | Column C Roy<br>Martin Way        |
| 28/03/2023                | Streetlights                   | BX356419   | 117.30       |             | 19.55  | 4282 | 305    | 97.75     | Column K, High<br>Street          |
| 28/03/2023                | Zurich Municipal               | BX357847   | 5,729.42     |             |        | 4043 | 102    | 5,729.42  | Inspection Contract               |
| 28/03/2023                | Europlants Ltd                 | BX358312   | 609.60       | 609.60      |        | 500  |        |           | Hailsham Road<br>sponsored Beds   |
| 28/03/2023                | FOUR JAYS GROUP                | BX359720   | -540.00      | -540.00     |        | 500  |        |           | Reversal                          |
| 28/03/2023                | Lewes District Council         | BX359733   | 54.00        |             | 9.00   | 4243 | 302    | 45.00     | April Play Area<br>Inspections    |
| 28/03/2023                | Initial UK Ltd                 | BX361117   | 30.13        |             | 5.02   | 4154 | 201    | 25.11     | 13 Apr - 12 May<br>Hygiene Bins   |
| 28/03/2023                | Surrey Hills Solicitors LLP    | BX369646   | 132.00       |             | 22.00  | 4039 | 102    | 110.00    | Charges for Cophall<br>Allotments |
| 28/03/2023                | Surrey Hills Solicitors LLP    | REVERSAL   | -132.00      |             | -22.00 | 4039 | 102    | -110.00   | REVERSAL                          |
| 28/03/2023                | Initial UK Ltd                 | REVERSAL   | -30.13       |             | -5.02  | 4154 | 201    | -25.11    | REVERSAL                          |
| 28/03/2023                | Lewes District Council         | REVERSAL   | -54.00       |             | -9.00  | 4243 | 302    | -45.00    | REVERSAL                          |
| Subtotal Carried Forward: |                                |            | 16,035.55    | 1,880.27    | 479.09 |      |        | 13,676.19 |                                   |

## Current/Business Premium

Payments made between 15/03/2023 and 31/03/2023

| Nominal Ledger Analysis   |                             |           |              |             |         |      |        |           |                              |
|---------------------------|-----------------------------|-----------|--------------|-------------|---------|------|--------|-----------|------------------------------|
| Date                      | Payee Name                  | Reference | £ Total Amnt | £ Creditors | £ VAT   | A/c  | Centre | £ Amount  | Transaction Details          |
| 28/03/2023                | Zurich Municipal            | REVERSAL  | -5,729.42    |             | -954.90 | 4043 | 102    | -4,774.52 | REVERSAL                     |
| 28/03/2023                | SME IT Solutions Ltd        | REVERSAL  | -59.94       |             | -9.99   | 4037 | 102    | -49.95    | REVERSAL                     |
| 30/03/2023                | Europlants Ltd              | BX358312  | -609.60      | -609.60     |         | 500  |        |           | Reversal                     |
| 30/03/2023                | Countrymans Contractors Ltd | BX663860  | 13,680.00    | 13,680.00   |         | 500  |        |           | Fencing Brightling Park      |
| 30/03/2023                | Countrymans Contractors Ltd | BX663860  | -13,680.00   | -13,680.00  |         | 500  |        |           | Reversal                     |
| 30/03/2023                | Mulberry & Co               | BX664050  | 126.00       |             | 21.00   | 4009 | 101    | 105.00    | Professional Services        |
| 30/03/2023                | SME IT Solutions Ltd        | BX665411  | 570.15       |             | 95.02   | 4071 | 102    | 180.00    | Remote /Telephone Support    |
|                           |                             |           |              |             |         | 4072 | 102    | 108.00    | Equipment covered by Support |
|                           |                             |           |              |             |         | 4072 | 102    | 18.80     | MS 365 Business Standard     |
|                           |                             |           |              |             |         | 4072 | 102    | 20.20     | MS 365 E3                    |
|                           |                             |           |              |             |         | 4072 | 102    | 22.60     | Microsoft Proect Plan 3      |
|                           |                             |           |              |             |         | 4072 | 102    | 11.30     | MS Visio Plan 2              |
|                           |                             |           |              |             |         | 4073 | 102    | 9.99      | IT Support                   |
|                           |                             |           |              |             |         | 4073 | 102    | 2.00      | Domain name                  |
|                           |                             |           |              |             |         | 4037 | 102    | 9.99      | IT Support                   |
|                           |                             |           |              |             |         | 4071 | 102    | 62.30     | Back up and Recovery         |
|                           |                             |           |              |             |         | 4071 | 102    | 29.95     | IT Support                   |
| 30/03/2023                | Fuzion4                     | BX665464  | 186.00       |             | 31.00   | 4140 | 201    | 155.00    | Callout Fee                  |
| 30/03/2023                | SME IT Solutions Ltd        | REVERSAL  | -570.15      |             | -95.02  | 4071 | 102    | -180.00   | REVERSAL                     |
|                           |                             |           |              |             |         | 4072 | 102    | -108.00   | REVERSAL                     |
|                           |                             |           |              |             |         | 4072 | 102    | -18.80    | REVERSAL                     |
|                           |                             |           |              |             |         | 4072 | 102    | -20.20    | REVERSAL                     |
|                           |                             |           |              |             |         | 4072 | 102    | -22.60    | REVERSAL                     |
|                           |                             |           |              |             |         | 4072 | 102    | -11.30    | REVERSAL                     |
|                           |                             |           |              |             |         | 4073 | 102    | -9.99     | REVERSAL                     |
|                           |                             |           |              |             |         | 4073 | 102    | -2.00     | REVERSAL                     |
|                           |                             |           |              |             |         | 4037 | 102    | -9.99     | REVERSAL                     |
|                           |                             |           |              |             |         | 4071 | 102    | -62.30    | REVERSAL                     |
|                           |                             |           |              |             |         | 4071 | 102    | -29.95    | REVERSAL                     |
| 30/03/2023                | Mulberry & Co               | REVERSAL  | -126.00      |             | -21.00  | 4009 | 101    | -105.00   | REVERSAL                     |
| 30/03/2023                | fuzion4                     | REVERSAL  | -186.00      |             | -31.00  | 4140 | 201    | -155.00   | REVERSAL                     |
| 31/03/2023                | Kingdom Services Group Ltd  | BX071475  | 538.20       |             | 89.70   | 4500 | 205    | 448.50    | Monthly Cleaning             |
| 31/03/2023                | SME IT Solutions Ltd        | BX830917  | 124.54       |             | 20.76   | 4069 | 102    | 103.78    | Telecoms                     |
| 31/03/2023                | Kingdom Services Group Ltd  | REVERSAL  | -538.20      |             | -89.70  | 4500 | 205    | -448.50   | Reversal wrong year          |
| 31/03/2023                | SME IT Solutions Ltd        | REVERSAL  | -124.54      |             | -20.76  | 4069 | 102    | -103.78   | REVERSAL                     |
| Subtotal Carried Forward: |                             |           | 9,636.59     | 1,270.67    | -485.80 |      |        | 8,851.72  |                              |

Date: 14/04/2023

Polegate Town Council

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Time: 12:06

Cashbook 1

User: JO

Current/Business Premium

Payments made between 15/03/2023 and 31/03/2023

| Nominal Ledger Analysis |                   |                  |                     |                    |              |            |               |                 |                            |
|-------------------------|-------------------|------------------|---------------------|--------------------|--------------|------------|---------------|-----------------|----------------------------|
| <u>Date</u>             | <u>Payee Name</u> | <u>Reference</u> | <u>£ Total Amnt</u> | <u>£ Creditors</u> | <u>£ VAT</u> | <u>A/c</u> | <u>Centre</u> | <u>£ Amount</u> | <u>Transaction Details</u> |
| Total Payments:         |                   |                  | 9,636.59            | 1,270.67           | -485.80      |            |               | 8,851.72        |                            |

PLEASE NOTE THAT AS SOME PAYMENTS WERE PREPARED AT THE END MARCH BUT NOT AUTHORISED UNTIL APR SOME REVERSALS HAVE HAD TO BE CARRIED OUT AS SEEN ABOVE. THESE PAYMENTS ARE BEING RE PRESENTED IN THE APRIL BANK RECONCILIATIONS.

PAYMENTS THAT HAVE HAD TO BE AUTHORISED PRIOR TO THE COUNCIL MEETING WILL SHOW ON THE PAYMENTS LISTS IN APRIL MAY ONCE THE ACCOUNTING FOR THE PREVIOUS FINANCIAL YEAR HAS BEEN CLOSED DOWN. PLEASE NOTE ANY PAYMENTS MADE ARE ALL EITEHR CONTRACTS, DELEGATED OR PREVIOUSLY AUTHORISED BY COUNCIL OR ITS COMMITTEES.



SUMMARY FOR POLEGATE TOWN COUNCIL

BARCLAYCARD COMMERCIAL  
PO BOX 4000  
SAFFRON ROAD  
WIGSTON, LE18 9EN

Company reference:  
Statement date:  
Page number:  
Monthly spend limit:

20 March 2023

Tel: 0800 008 008  
Outside UK: +44 1604 269452  
Fax: 0300 020 0184  
Online: [www.barclaycard.co.uk/commercial](http://www.barclaycard.co.uk/commercial)

Date of previous statement: 20 February 2023  
Previous balance: £472.69  
Payment received: £472.69 CR  
Total of charges and adjustments: £0.00  
Total of new spending: £569.58  
New balance: £569.58  
Payment due by: 27 March 2023

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3\*\*\*\*537, at branch 20-\*\*-91 will be debited with the amount of the new balance on or immediately after 27 March 2023."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash. The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

|             |                                           |           |
|-------------|-------------------------------------------|-----------|
|             | BALANCE FROM PREVIOUS STATEMENT           | 472.69    |
| 27 Feb 2023 | DIRECT DEBIT PAYMENT THANK YOU            | 472.69 CR |
|             | Total of payment, charges and adjustments | £0.00     |

New balances by individual cardholder

| Name | Card number | Monthly spend limit | Balance |
|------|-------------|---------------------|---------|
|      |             |                     | 569.58  |
|      |             |                     | £569.58 |
|      |             |                     | £569.58 |

Barclays Bank PLC. Registered in England No. 1026167.  
Registered Office: 1 Churchill Place, London, E14 5HP, United Kingdom

| NET    | VAT   | GROSS  |
|--------|-------|--------|
| 337.76 | 67.55 | 405.31 |
| 66.50  | 13.30 | 79.80  |
| 16.40  | 3.80  | 18.48  |
|        |       | 65.99  |
| 119.16 | 84.65 | 569.58 |

POLEGATE TOWN COUNCIL  
COUNCIL OFFICE  
49 HIGH STREET  
POLEGATE  
BN26 6AL



STATEMENT FOR JOGNJANOVIC

BARCLAYCARD COMMERCIAL  
PO BOX 4000  
SAFFRON ROAD  
WIGSTON LE18 9EN

Tel: 0800 008 008  
Outside UK: +44 1604 269452  
Fax: 0300 020 0184  
Online: [www.barclaycard.co.uk/commercial](http://www.barclaycard.co.uk/commercial)

Company reference:  
Card number:  
Statement date:  
Page number:  
Monthly spend limit:

20 March 2023  
2 of 2

| Date                                                | Description                                       | Amount    |
|-----------------------------------------------------|---------------------------------------------------|-----------|
| 20 Feb 2023                                         | SP THE WORKSHOP ABERFELDY LND                     | ✓ 65.99 ✓ |
| 210285383903                                        | CHARITABLE AND SOCIAL SERVICE ORGANIZATIONS ✓     |           |
| 23 Feb 2023                                         | PAYPAL *HAMPSHIREFL 35314369001 GBR               | 405.31 ✓  |
| 240285130083                                        | SEWING, NEEDLEWORK, FABRIC AND PIECE GOODS STORES |           |
| 24 Feb 2023                                         | SP FLAGS AND FLAGPOL SHEPSHED LND                 | ✓ 79.80 ✓ |
| 270285383903                                        | COMPUTER SOFTWARE STORES                          |           |
| 7 Mar 2023                                          | ST JOHN AMBULANCE SHEFFIELD                       | ✓ 18.48 ✓ |
| 090385481473                                        | CHARITABLE AND SOCIAL SERVICE ORGANIZATIONS ✓     |           |
| 4 new purchases / cash advances. Total of spending. |                                                   | £569.58   |



ITEM 7 maintenance contract for defibrillators owned by Polegate Town Council

At the full council meeting on 27<sup>th</sup> March 2023 council requested that a motion be put for the next meeting for the maintenance of the defibrillators owned by the town council.

Currently the town council own two defibrillators – one outside the council office 49 High Street (maintenance from SECamb ceased) and the new defibrillator being purchase for Wannock Road.

A brief investigation found that maintenance contracts are available and these range around £120-£345 per defibrillator.

Funding for these is not currently in any budget for 2023/24 and therefore any contract would initially need to be funded from general reserves.

The resolution should include a note to add to the 2024/25 budget if it is resolved to enter into a maintenance contract for the 2 defibrillators.

## Item 8 Outdoor Gym Brightling Road

Council agreed to install an outdoor gym in Brightling Road. This would be placed near the current skate park (beginners). It would have wet pour to prevent maintenance issues and would be funded from the S106 funding for youth and adult play space.

Quotes were obtained from a few companies and various options investigated. The quotes do not exceed the tender level in financial regulations.

### ANONYMISED SHEET

#### Outdoor gym quotes for brightling Road

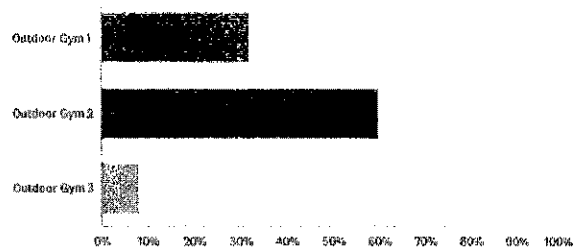
|           | £          | Notes                                                  | Price position | popularity |
|-----------|------------|--------------------------------------------------------|----------------|------------|
| COMPANY A | £22,620.26 | Includes wet pour, post install, welfare and heras etc | 2              | 2          |
| COMPANY B | £22,036.00 | Includes wet pour, post install welfare heras etc      | 1              | 1          |
| COMPANY C | £29,585.00 | Includes wet pour, post install and welfare, heras etc | 3              | 3          |

Survey asked for:  
COMPANY B OUTDOOR GYM

Funding is S106 adult & youth play space.

An online survey was carried out which identified that the lower cost contract was the most popular (see extract below)

Q1 Select the outdoor gym that you like the most



I would therefore recommend that council select the company B option which was the preferred gym and the lowest quote. Funding to come from S106 youth and adult play space reserve

342 S106 funds

266,183.25

266,183.25

ITEM 9a i

[REDACTED]

Subject: PJNR - Trees/shed

Hi Jo

Can you confirm council approval for us to plant the native saplings and put up our shed please?

Best wishes

[REDACTED]

Sent from my iPhone

[REDACTED]

When is the next meeting? We really need to get the saplings in to give them a chance of survival!

This is what I said before, which still stands:

There are 5 each of hazel, rowan and crab apple. We intend to plant a mix of the hazel and rowan along the fence line fronting the public path, at a suitable distance from the fence to prevent encroachment on the path. We intend to fill gaps between the existing trees, but until we try digging the holes we don't know exactly how many we can/need to fit in. We'll plant the remaining rowan/hazel saplings around the edge of the cleared meeting area. We'll plant the crab apples beside the new shed in order to help screen it from the path and provide a mini orchard area.

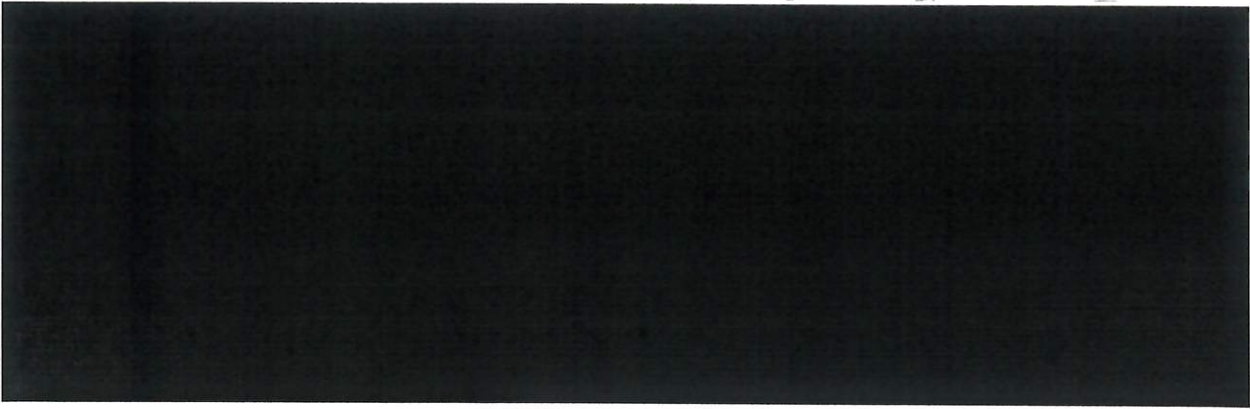
Best wishes

[REDACTED]

Sent from my iPhone

[REDACTED]

[REDACTED]



There was one other thing I forgot to ask you. We've been asked whether it would ok for someone to donate a bench/tree to commemorate a loved one.

We discussed it at the last committee meeting and agreed that as a group we would be fine with that as long, subject to council approval, as long it met the following criteria:

- the person being commemorated had a connection to the site (not just having been a Polegate resident)
- the donation was of a native tree in keeping with the site, and they provide a plaque
- we decide, in consultation with them, where the tree should be planted

Can you ask the council for their views please?

Best wishes



Sent from my iPhone

