

POLEGATE TOWN COUNCIL BUSINESS PLAN 2019 - 2023

Key Priorities and Objectives for the next three years, to improve the quality of life & services for residents, visitors and businesses in Polegate





Polegate Town Council

Business Plan

2019 – 2023

The aim of the document is to give Polegate residents a clear understanding of what the Council is trying to achieve and how it intends to deliver. It sets out what the Council intends to focus on over the next four years and in doing this the document also defines what the Council will not necessarily focus on as it may be that other public-sector bodies are better placed for other areas of service provision.

Polegate Town Council – Business Plan

Contents

Polegate – A Good Location	3
1. Introduction.....	4
Message from the Mayor – Councillor David Watts	5
2. Background.....	9
3. Overview of Polegate and Polegate Town Council	12
4. Polegate Town Council's Vision	15
5. Polegate Town Council's Key Objectives 2019 to 2023..	16
6. Performance and Monitoring Arrangements	22
7. How to Comment on the Document and Contact the Council	23
SUMMARY OF THE FUNCTIONS OF LOCAL COUNCILS	24

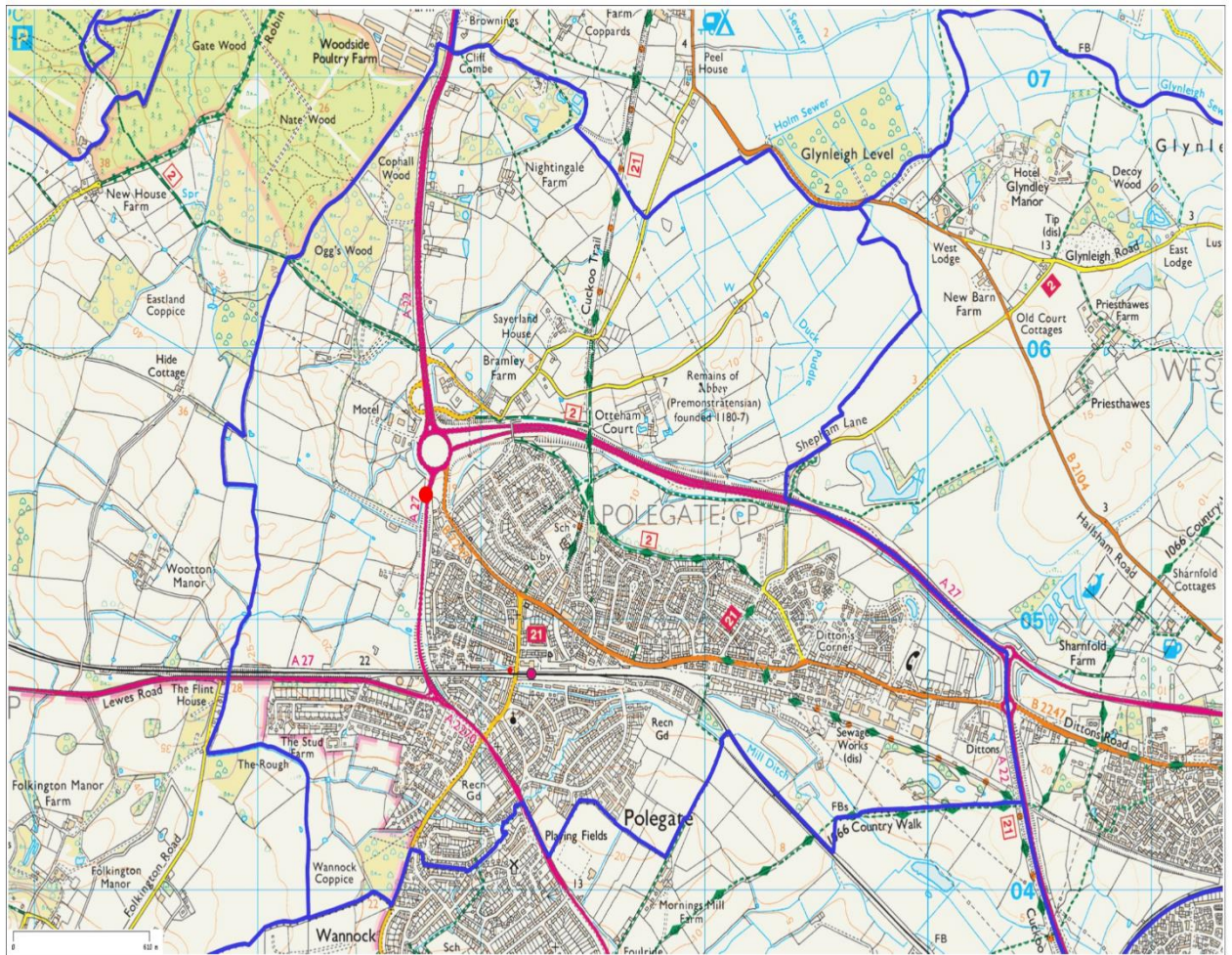


Polegate – A Good Location

Polegate is strategically located at the junction of the A22 and A27 and is on the Eastbourne to London rail link. It also has good services to Brighton, Ashford International and the County Town of Lewes.

ParishOnline

Polegate CP 



Date Created: 29-9-2017 | Map Centre (Easting/Northing): 558805 / 105507 | Scale: 1:19825 | © Crown copyright and database right. All rights reserved (100018692) 2017 © Contains Ordnance Survey Data : Crown copyright and database right 2017

Trains 

Polegate to:

London 1 hr 21 Mins
Gatwick 46 mins
Brighton 30 mins
Hastings 38 mins
Newhaven 42 mins

Polegate – London 78.4 miles (A22) 2 hrs

Polegate – Brighton 20.4 miles (A27) 40 mins

Polegate – Eastbourne 5.1 miles (A2270) 17 mins

Polegate – Newhaven 15.7 miles (A27/A26) 28 mins 

Polegate – Hastings 16.8 miles (A259) 35 mins

Polegate – Dover 68.9 miles (A259) 1hr 52 mins 

Polegate – Gatwick 43 miles (A27/A23) 49 mins 

1. Introduction

Polegate Town Council's Business Plan has been prepared to clearly set out the key priorities and objectives for Polegate Town Council over the next four years (2019 to 2023). The purpose of the plan is to provide an overview of the Council's aims to improve the quality of life and services for residents, businesses and visitors in Polegate. It will also form the basis of the Council's budgeting process over the next four years.

The current council was elected in May 2019 and has carried out a visioning exercise in order to determine the vision each councillor has for the future of the Council and Polegate. This was also their opportunity to input the views of their constituents into the process. These were categorised into projects that could be achieved quickly with no funding, projects that could be achieved quickly with funding and longer-term projects which would require further funding and staff and technical resources to achieve. Where appropriate some projects have been phased.

The document sets out a clear plan for the Council and the Council's 5 corporate priorities arising from the visioning exercises, are:

- To represent residents, businesses and community groups of Polegate on key strategic issues facing the town;
- To deliver quality services that are customer focused and cost effective;
- To further improve and develop the provision of green and open space in the town;
- To improve services targeted to all community sectors in the town; and,
- To support and contribute to the economic and social growth of the town by building local capacity.

The document will be monitored and reviewed at least on an annual basis and updates on achievements and any refinements will be reported through the Council's annual reporting process.

Message from the Mayor – Councillor David Watts



I am proud to be able to serve the community as Mayor of Polegate for the second time. I was honoured to be Mayor again after the 2019 elections, having previously served the town in this capacity from 2015 to 2017. It is my pleasure to introduce the Council's new Business Plan that will guide the Council and the delivery of services and facilities for residents, business and visitors over the next four years.

As the first tier of local government Polegate Town Council is the closest to the community and it is our responsibility to work with partners to ensure the services and infrastructure provided meets the needs and aspirations of residents and businesses. The Town Council is committed to deliver the services it is responsible for to the best possible standard and to influence partner organisations to do their best for Polegate.

The Council is in a secure and robust financial position and it is our responsibility to ensure this continues and to plan accordingly, hence the introduction of our new format Business Plan. The document will be reviewed annually and it is important that residents and businesses have input into this process. It provides an overall focus of the Town Council's projects and appropriate resourcing will be refined as necessary over the next four years.

I, my fellow councillors and our staff team, are committed to ensuring that Polegate Town Council continues to play its part in improving the quality of life for all in Polegate. One of the strengths of Polegate Town Council is that we all work together as a team to deliver services to our community.

It is important that we build on our positive record of accomplishment and achievements to date. The following list gives a small indication of what has been achieved for various sectors of the community:

- Parking Working Group – suspended as now in the hands of Sussex Police and Wealden District Council (cannot progress further at present)
 - Police will not enforce
 - Wealden District Council will not decriminalise
 - No suitable land to accommodate a FREE car park in the centre of the town.
- Evolved Over 60's Information Day into a public information day with free services for a range of ages. Date moving to Autumn 2020 to accommodate electric blanket testing.



- Support ongoing Citizen's Advice in Polegate by provision of premises
- Established flood risk campaign in Polegate
- Improvements to best garden competition

- Partnerships with Wealden District Council, East Sussex County Council, Sussex Police, South Downs National Park and the NHS.
- The council lobbied ESCC to save part of the old Oakleaf Play area and installed a new park in the smaller area.
- Enhancements to Wannock Play Area
- Planting of Trees and tree management audit/plan
- Assistance with the Polegate Community Library alongside the newly formed Charitable Incorporated Organisation.
- New goal posts (which were also resited) Polegate War Memorial Recreation Ground
- Enhanced planting of Spring bulbs – Northfield and Pevensey Road – with further enhancements planned



- Gift of land for open space – in progress (legal delays)
- Improvement of the allotments and reduction in allotment waiting list for



Polegate residents

- Allotment Facebook pages established to encourage networking of tenants
- Creation/relocation of a new modern central toilet block and sale of old - in progress)
- Enhanced Social Media with partner organisations to establish brand identity
- Creation of a new informative website, including news section with regular updates
- Creation of social media pages Facebook and Twitter and promotion of council events with regular updates
- Creation of a new umbrella body (Community Interest Company) to facilitate the improvement at Wannock Pavilion and office area –

completed lease, with gradual handover – potentially new cricket facilities, sports facilities and tennis facilities in the future.

- Enhancement of the current CCTV in the High Street and replacement of the old analogue to digital –completed.



- Partnership and liaison with South Downs National Park Authority after Polegate was made a Gateway to the Downs with a view to using our partnership to enhance the town and advertise the South Downs as a tourist destination.
- Moved to online payments systems and updated the computer systems within the council
- Tree warden and town clerk complete tree audit with plan - completed with ongoing annual reviews and discussions of new tree planting.
- Supporting more community events and supply of equipment using grants from various sources
- Creation of litter pick and other community events in March/April of each year and encouraging and facilitating smaller litter picks



- Provision of various new litter bins and bin sponsorship
- Continuation and development of the Mayor's tea party for the retired



- Community engagement with children over the Skate Park
- Community engagement with the school over the new play area at Oakleaf
- Revitalising the SLR (Strengthening Local Relationships) with the County Council.
- Reassessment of reserves to fund new projects
- Encourage various groups to speak at council meetings/annual town assembly to inform and enhance the provision to Polegate
- Lobbied Network Rail to provide a safer crossing and after successful lobbying they provided pedestrian lights and louder sirens for the hard of hearing. The Council continues ongoing reporting of incidents that have been reported to the council and partnership working with Network rail



- Partnership with the Royal British Legion to continue their involvement with the remembrance service at Wannock
- Liaison with Fields in Trust for improvements to Brightling and Polegate War memorial Recreation Grounds
- Creation of a climate change committee to look at actions the council can take to reduce its impact on climate change

2. Background

- 2.1 In order to set the scene for the new Business Plan the Town Council undertook a Visioning Exercise to assess the future needs of Polegate and what Polegate Town Council's role should be in the delivery of services and facilities. This was a facilitated event held on a Saturday morning and all councillors present were able to input their views and those of their constituents.

2.2 The Visioning Exercise covered the following:

- (i) Issues and opportunities currently facing local councils in the wider context of a reducing public sector.
- (ii) The role of the Town Council in both the promotion of the town centre, local economy and the provision of services for the community.
- (iii) Consideration of the future core services to be delivered by the parish council, opportunities for working in partnership with the principal councils and other agencies and the delivery of major projects.
- (iv) Major issues facing Polegate Town Council and opportunities for improving service delivery, either now or in the future, that included the following:
 - Securing the future of Polegate Library;
 - Brightling Road Recreation Ground Improvements (phased development);
 - Opportunities for the future management and development of Polegate Town Council Offices and provision of integrated/linked public toilets;
 - Promotion of Polegate as a destination and develop the local economy;
 - Promotion of Polegate as a Gateway to the South Downs National Park
 - Improving the appearance of Polegate and considering taking over services from other agencies to ensure that standards are maintained and improved;
 - Investigating the possibility of establishing a Youth Forum;
 - Influencing the continued development of Polegate to ensure that the much-needed infrastructure improvements are provided;
 - To develop a community strategy for the town to identify local needs, building the community capacity and facilities and encouraging volunteers;
 - Identification and provision of strategic facilities over the life of the plan such as a cemetery, new allotments, leisure facilities, open space (including 'green corridors) and a new community facility.
 - The impact of the Wealden Local Plan on plans for the town.
 - the future management and development of Polegate War Memorial Recreation Ground;
 - Liaison with partner organisations in the provision of infrastructure by other local authorities/agents associated with the strategic development of Polegate; and,
 - Consideration of the priorities for the Council arising from the foregoing on a short, medium and longer-term basis.

2.3 Before concentrating on the new Business Plan it is important to consider items from the former Business Plan that are either still outstanding or have been partially implemented. The items below give a flavour of the issues from the previous document that are still relevant to this process and will be incorporated into the new plan.

- To obtain grants to fund improvements such as the provision of seating and picnic areas within the Brightling Road Leisure ground and wildflower meadow;
- To provide play facilities, to encourage young and adults to spend more time outdoors and engage in physical exercise by utilising additional funding being made available to the Town Council;
- To continue to improve the overall visual appearance of the Town and install a sense of community spirit within the residents and shop proprietors. Some of this was completed but it is ongoing;
- To work towards a letting arrangement which facilitates increased income to the Council for the Chambers, Pavilion and Wannock Office. This is ongoing and a project is underway with the sports clubs at the recreation ground; and,
- To develop strategy for a Neighbourhood Plan considering the impact of the Wealden Local Plan policies
- To negotiate with East Sussex County Council for the provision of some form of library service within Polegate

2.4 Good progress has been made implementing this wide range of projects and some have been incorporated into the new Business Plan where they are ongoing.

3. Overview of Polegate and Polegate Town Council

- 3.1 Polegate is a small town, with a population of 8,847¹. It is located within the Wealden District Council area of East Sussex. It is situated 5 miles north from the centre of Eastbourne, on the Sussex Coast, and 4 miles south from the ancient market town of Hailsham. Polegate is strategically located at the junction of the busy A22 main Eastbourne to London road, and the A27 Folkestone to Honiton Trunk Road. By road London is 60 miles to the north directly on the A22 or via Lewes and the Brighton Bypass (A27) and then north on the A23/M23. Polegate is also a key 'Gateway' to the South Downs National Park and the Cuckoo Trail with its excellent road and rail links.
- 3.2 Polegate has good railway services from Eastbourne to Gatwick Airport and London and east and west along the coast between Ashford (for a direct service to connect to the Eurostar Channel Tunnel Service). Hastings and Brighton. The former village of Polegate has grown into a pleasant town ideally suited for road and rail travel, and with excellent residential developments and good local shopping and social facilities for the local population. Apart from the railway Polegate is easily accessible by bus, as services from Eastbourne to Hailsham, East Grinstead, Uckfield, Heathfield and Tunbridge Wells all pass through. In addition, local buses serving the main shopping areas also come through Polegate.
- 3.3 Polegate's origins are linked to the railway. In a fertile valley in the lee of the South Downs, nineteenth century railway engineers built the railway line to Eastbourne and later, to Hastings. The village of Polegate grew up at the busy junction of these two routes and became the home to many local railway employees. The old railway route is now used for cyclists and walkers alike and it known as the Cuckoo Trail. The trails serve both Hailsham and Heathfield to the north and run all the way to the coast at Hamden Park, Eastbourne.
- 3.4 The levels east of Polegate have been reclaimed from the sea by man and nature over many hundreds of years, as Pevensey Bay has slowly silted up. This is probably where Polegate got its name. The old name for land reclaimed from the sea is Polder, which is still used in Holland. Therefore, Polder gate (or Polegate) is the gateway to the Polder. The resulting farmland was irrigated to improve it further and is now as rich and productive a farming area as anywhere in the County. Although Polegate is a relatively modern town, it lies only few miles from the spot where Julius Caesar first landed at Pevensey Bay in 55BC and began the conquest of Britain. Parts of the original Roman Road between the port and iron ore sites in the Ashdown Forest that can still be seen today.

¹ Wealden District Council/ESIF/LSOAS (from ONS):

3.5 Polegate Parish Council was formed in April 1939 and became a Town Council in 1992. It was originally part of Hailsham Rural District Council that was merged with others to form Wealden District Council as part of a major reorganisation of local government. It comprises of 15 councillors and has three electoral Wards of North, South and Central. It is one of over 9,000 local councils in England representing some 16 million people committed towards improving community wellbeing and providing better services at a local level.

3.6 The role of the Town Council can be summarised as follows:

- To provide a democratic and representational voice for the community of Polegate;
- To support and contribute to the economic and community growth of the town;
- To deliver direct services efficiently, effectively and to a high standard;
- To influence partner organisations and other agencies to deliver services focussed on the needs of the Polegate community; and,
- To improve the quality of life and level of community capacity in the town.

3.7 The Council has a small, but efficient staff team, comprising:

Town Clerk/RFO/Proper Officer (S112, 151 appointed) - Full Time
 Finance Assistant – Part Time
 Admin Assistant - Part Time
 Admin Assistant/Committee Clerk - Part Time
 Maintenance Person - Part Time
 Litter Picker - Part Time
 Key Holder/Cleaner - Part Time.

3.8 The Town Council is entirely funded by the residents of Polegate through what is known as a precept on the council tax charge and by generating income through services delivered. Unlike Wealden District Council and East Sussex County Council, Polegate Town Council does not receive any government grants. The 2019/20 budget set a total precept target of £334,971 which equates to a Council Tax charge of £108.29 per Council Tax Band D household. This is equivalent to £2.08 per week for all of the services provided by Polegate Town Council.

3.9 Polegate Town Council is responsible for the following facilities and services:

- High Street Toilets;
- Oakleaf Play Area;
- Polegate War Memorial Recreation Ground, including the pavilion, public toilets, play area, basketball hoop, outdoor gym and field;

- Brightling Road Leisure Ground, including the field, meadow, skate park, mini railway, basketball court and BMX track;
- Cophall allotments;
- Gosford Way allotments;
- Sign posting;
- Street lighting (mainly side roads plus the High Street decorative lighting);
- Seats;
- Bus shelters (although many are managed under an advertising contract);
- Dog bins;
- Floral planters & hanging baskets;
- Some community events;
- Community Safety;
- Publicly available toilets in both the High street and Polegate War Memorial Recreation Ground (Town Council owned)
- Town Centre initiatives; and,
- Christmas lights provision

4. Polegate Town Council's Vision

- 4.1 The Council's Vision "To Help make Polegate a Better Place".
- 4.2 The Council's Mission Statement "Using its statutory powers and influence, Polegate Town Council will do all it can to create a lively and vibrant town, promoting civic pride and improving the quality of life for all those who live, work and visit Polegate."
- 4.3 The Council's Values.

The Council will at all times:

- Be an advocate and campaigning voice for the people of Polegate;
- Work to the highest standards of integrity and openness and deliver services to the best of our abilities;
- To consult and listen to local people in its planning and consultative activities;
- Work in partnership with other organisations to improve services and deliver value for money for the Polegate council taxpayer;
- To provide information to residents on matters which may affect them such as health, Police matters, highways etc, and share information from our partner organisations.
- To support, value and develop staff, enabling them to continuously improve the quality of its services.

5. Polegate Town Council's Key Objectives 2019 to 2023

- 5.1 The Council's key objectives over the next four years have been drawn from its corporate priorities, the visioning exercises and take into account matters still outstanding from the previous Business Plan. They are also set against the Council's vision, to help make Polegate a better place. Due to timings, some of the projects were already in hand and others have already been passed to Full Council and its committees and working groups for discussion. This is to enable them to prepare some of the initiatives and projects, so that early implementation can be achieved.
- 5.2 The following table identifies the key objectives and proposed timescales. The following time categories have been agreed:

Short Term	Now until March 2021
Medium Term	April 2021 to March 2023
Longer Term	April 2023 and beyond

It should be noted that the next Town Council elections are in May 2023 and the current administration will be responsible for setting the 2023/24 budget in January 2023.

- 5.3 The first objective was to develop an updated business plan.

No.	Project	Sub-Projects	Timescale
1.	Promote Polegate as a Destination		
1a	Promote Polegate as a 'Gateway' to the South Downs National Park	Investigate the possibility of a joint initiative with Southern Railways and the South Downs National Park Authority	Short Term In progress
1b		Investigate the feasibility of a circular bus route to ease access to the South Downs National Park from Polegate Station to include Friston, Seven Sisters Country Park and Jevington.	Medium Term

1c	Promote Polegate for direct access to the Cuckoo Trail	Improve signage on and to the Cuckoo Trail and the 1066 Trail, as appropriate	Short Term Liaising with WDC
1d		Engage with the South Downs National Park Authority and other agencies to facilitate improvements and joint initiatives	Short Term Liaising with SDNP in progress
1e		Implement any new projects and initiatives arising from the above	Medium Term
1f		Provision of a range of events in the town with the Council's role either as organiser or facilitator	Medium Term
2.	Brightling Road Recreation Ground		
2a	Undertake a range of improvements and upgrades to Brightling Road Recreation Ground	Development of a phased improvements plan, including budget and finance	Short Term In progress
2b		Upgrade the playground equipment	Short Term In progress
2c		Establish a 'Friends of Brightling Road' group	Short Term
2d		Contact the local business community for prospective sponsors and grant funders	Short Term
2e		New Family & Community Events	Short Term

2f		Picnic benches and seats Additional trees Wildflower area Facilities for sport	Medium Term
2g		Provision of power Café or concession Toilet facilities Improved car parking	Longer Term
2h		Ensure project completion before the end of the current Council's term of office	Longer Term
2i		Bridge feasibility	Short term
2j		Community Garden	Medium Term
2k		Drainage of field	Medium Term
2l		Impact of right of way	Short term
3.	Future of Town Council Offices		
3a		Commission a building condition survey and feasibility report for Council Offices building and land.	Short Term Completed
3b		Consider the relocation of public toilets to this site.	Short Term In progress
3c		Consider the opportunities to develop a Community Hub on the site, including CAB, ESHR including lip readers. A range of tourism services associated with a 'Gateway' to the National Park.	Medium Term Some in progress
3d		Consider enhancing the current Town Council offices to a multi-agency 'One Stop Shop' with other councils and agencies as part of the future	Longer Term

		development of the town.	
4.	Appearance of Polegate		
4a	To improve the appearance of the town	Hold meetings with ESCC and WDC to ascertain the level and type of delegated functions they will consider.	Short Term Some completed
4b		Investigate the feasibility of a mobile maintenance resource to undertake 'troubleshooting' around the town such as litter, graffiti, vandalism damage and minor repairs.	Longer Term
4c		Investigate the possibility of establishing such a service in partnership with neighbouring parish councils	Longer Term
4d		Revise the Business Plan in the light of the findings of those above.	Medium Term
5.	Communications & Community Capacity Building		
5a	Improve communications and build relationship with the community. Much of this will be making better use of existing platforms such as Social Media.	Install a Noticeboard in the north of the town	Short Term
5b		Investigate a more modern corporate image for the Council	Medium Term
5c	Community Capacity Building	Review current methods of communication with the community with a view	Medium Term

		to gaining better coverage across all sectors using a variety of methods, including Survey Monkey (an online survey)	
6.	Strategic Development of Polegate		
6a		Establish the 'principles of development' of Polegate in conjunction with the Neighbourhood Plan and Wealden Local Plan. The full range of infrastructure needs to be included.	Longer Term (Awaiting Wealden Local Plan)
6b		Create a Town Centre Development Plan in Partnership with the TCSG and other agencies.	Longer term (as per 6a)
6c		Undertake a survey to establish the needs of Polegate in the future.	Longer term (as per 6a)
6d		Revise the Business Plan in the light of the findings of 6c above.	Longer term
7.	Influencing Strategy		
7a	Improving Partnerships and Joint Initiatives for the benefit of Polegate	Open a dialogue with the Sussex Police, Wealden District Council, East Sussex County Council, NHS and other prospective partners	Short Term Completed – further advance.
7b		Revise the Business Plan in the light of the findings of 7a above.	Medium Term
8.	Youth Issues		
8a		Investigate the feasibility of	Short Term

		establishing a Skate Forum	Part completed.
8b		Revise the Business Plan in the light of the findings of 8a above.	Medium Term
9.	High Street Improvements		
9a		Improve planting.	Short Term Part completed
9b		Condition survey of the public realm to form the basis of a rolling programme of new street furniture etc.	Medium Term
10.	Community Events		
10a		Develop the scope and range of community events in the town, including grants and alternative providers.	Medium Term
10b		Create a town-wide umbrella group for organising community events.	Medium Term Team Polegate
11.	Local Facilities and Services		
11a		Litter – Working Group has been established and has met. More bins, dog bins and emptying to be funded.	Medium Term
11b		Produce an improvement and development plan for the War Memorial Recreation Ground in partnership with community and sports groups. The feasibility of a CIC and lease arrangements to be considered.	Medium Term Part completed.

6. Performance and Monitoring Arrangements

- 6.1 The Town Council will regularly review progress on the implementation of the Business Plan. A performance review report will be made annually to the Annual Statutory Council meeting and, dependant on progress made and any changes of circumstances, the document will be revised accordingly. The Business Plan is sufficiently flexible to allow amendments and alterations due to changes of circumstances, legislation etc.
- 6.2 Timelines of the various projects will be reported to the Full Council at periodic intervals.
- 6.3 The Business Plan will also inform the budgeting setting process and the funding of projects as appropriate. It will also be used as the base document for assessing staff and external resources required in order to implement projects and initiatives.
- 6.4 An analysis has been undertaken and office workloads for all staff are generally high. The role of the Town Clerk is pivotal to the future success of the Council in delivering the aspirations of both councillors and the community. If the Council is to successfully deliver the Business Plan it is important that the necessary resources are in place, both finance and staff resources.

7. How to Comment on the Document and Contact the Council

- 7.1 Polegate Town Council welcomes feedback on its Business Plan from all sections of the community. Views about the work of the Council are welcomed as are suggestions for further service developments and other issues that are important for the town that the Council can have an impact on.
- 7.2 Comments can be posted or emailed to the Town Council at:

Polegate Town Council
Council Offices
49 High Street
Polegate
East Sussex
BN26 6AL

Phone: [01323 488114](tel:01323488114)

Email: admin@polegatetowncouncil.gov.uk

Twitter: @PolegateTC

Facebook: [www.Facebook.com/Polegate-Town-Council](https://www.facebook.com/Polegate-Town-Council)

A full copy of this document can be downloaded from the Council's website:
www.polegatetowncouncil.gov.uk

List of Town Council Powers (this is not an exhaustive list as Polegate Town Council is eligible for the General Power of Competence¹)

SUMMARY OF THE FUNCTIONS OF LOCAL COUNCILS

The functions (the bundle of duties (things which a council must do) and powers (things which it may do)) which have been vested in Parish Councils by Acts of Parliament are summarised in this leaflet as a guide to Councillors and others. Each description is brief and is intended to be a general indication. Like all functions given to public bodies the powers of local councils are defined in detail in legislation and these details may include a requirement to obtain the consent of another body (for example the approval of the County Council to the provision of a car park). Local Councils must exercise their powers also subject to the provisions of the general law (for example planning permission is necessary for a sports pavilion) and the rules on lawful decision-making. Information on all these matters should be in the hands of the Clerks of the Councils.

The powers are listed alphabetically. Where a power is marked with an asterisk the council may, in addition to exercising the power itself, help another body to act by giving financial assistance.

Allotments - Provision and maintenance of allotments for cultivation.

Arts - Developing and improving knowledge of the arts and the crafts which serve the arts.

Baths - Provision of baths and wash-houses (which in modern terms may mean a launderette).

Borrowing - Parish and Town Councils can borrow money for capital expenditure for up to a maximum of 50 years with consent of the Secretary of State for Communities and Local Government (borrowing approval). The Council must have borrowing approval *before* seeking and drawing down funds.

Cemeteries - Provision and maintenance of burial grounds, cemeteries, crematoria, mortuaries and post-mortem rooms.

Churchyards - Power to contribute to the costs of a churchyard in use and a *duty* to maintain any closed churchyard where the duty has been transferred by the Church of England.

Clocks - Provision and maintenance of public clocks, on churches or elsewhere.

Commons - Power to protect any finally registered common which has no registered owner.

Crime Prevention - installation of equipment and establishment of schemes for the detection or prevention of crime; making grants to the police authority for these purposes. This now includes the ability to contribute to the funding of police officers or police community support officers.

Entertainments - Provision of any form of public entertainment and any premises for giving entertainments. (This includes maintaining bands or orchestras and providing for dancing.)

Halls - Provision of buildings for public meetings and functions, for indoor sports or physical recreation, or for the use of clubs or societies having recreational, social or athletic objects.

Legal Proceedings - Power to prosecute and defend any legal proceedings in the interests of the inhabitants. Power to take part in any public local inquiry.

Lighting - Provision and maintenance of any *footway* lighting which lights roads or pavements provided the columns are not above specified heights.

Litter - Provision of litter-bins in streets and support for anti-litter campaigns.

Open Spaces - Provision and maintenance of public open spaces, pleasure grounds and public walks.

Parking Places - Provision and management of car and cycle parks.

Parks - Provision and maintenance of public parks and appropriate facilities.

Planning - Local councils have a right to be notified of any planning application affecting their area and to make comments which the planning authority must take into account.

Playing Fields - Provision and maintenance of land for any kind of outdoor recreation, including boating pools.

Ponds - Power to deal with ponds, pools or other places containing filth or matter prejudicial to health.

Public Lavatories - Provision and maintenance of public lavatories.

Rights of Way - Maintenance of public footpaths and bridleways.

Roadside Verges - Power to plant and maintain roadside verges.

Seats - Provision and maintenance of public seats on the highway.

Shelters - Provision and maintenance of shelters for general public use and also particularly for bus passengers.

Signs - Power to erect signs which warn of dangers or announce a place name, or indicate a bus stop.

Swimming - Provision of indoor or outdoor swimming pools or bathing places.

Tourism - Provision of facilities for conferences and encouragement of recreational and business tourism.

Traffic Calming - contribution towards the cost of traffic calming works provided by highway authorities.

Transport - establishment of car-sharing and taxi fare concession schemes; making grants for community bus services and bus services for the elderly or disabled; investigation of public transport, road and traffic provision and needs; provision of information about public transport services.

Village Green - Powers to maintain the village or town green.

General Expenditure Power – Section 137(1) Local Government Act 1972. In any situation *not* covered by one of the specific powers described above, a council may spend money on any purpose which in its opinion is of direct benefit to its area or to the inhabitants. The total expenditure by the council on all the cases under its general power must not in any financial year exceed the set value per elector multiplied by the number of local government electors in the parish or town.

The value per elector in any given year can be obtained from the Sussex/Surrey ALC Website.

General Power of Competence – Part 1 of the Localism Act 2011. An adoptable power enabling a council to do anything which a natural person can do subject to any pre-existing or subsequently-imposed statutory constraints but requires, a qualified clerk and an electoral mandate; particularly useful for engaging in economic development and local affordable housing schemes (replaces s 137(1) of the 1972 Act).

Function	Powers & Duties	Statutory Provisions
Allotments	Powers to provide allotments. Duty to provide allotment gardens if demand unsatisfied	Small Holdings & Allotment Act 1908, ss.23, 25 and 42
Baths and Washhouses	Power to provide public baths and washhouses	Public Health Act 1936, ss. 221, 222, 223 and 227
Burial grounds, cemeteries and crematoria	Power to acquire and maintain Power to provide Power to agree to maintain monuments and memorials Power to contribute towards expenses of cemeteries	Open Spaces Act 1906, ss.9 and 10; Local Government Act 1972, s.214; Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1 Local Government Act 1972, s.125(6)
Bus Shelters	Power to provide and maintain shelters	Local Government (Miscellaneous Provisions) Act 1953, s.4
Bye Laws	Power to make bye-laws in regard to pleasure grounds Cycle Parks Baths and Washhouses Open spaces and burial grounds Mortuaries and post-mortem rooms	Public Health Act 1875, s.164 Road Traffic Regulation Act 1984, s.57(7) Public Health Act 1936, s.223 Open Spaces Act 1906, s.15 Public Health Act 1936, s.198
Charities	Co-operation with charities Participation in charities	Charities Act 2011 s 297 Local Government Act 1972 s 139(1)(b)
Clocks	Power to provide public clocks	Parish Councils Act 1957, s.2
Closed Churchyards	Powers as to maintenance	Local Government Act 1972, s.215
Commons and common pastures	Powers in relation to inclosure, as to regulation and management, and as to providing common pasture	Inclosure Act 1845; Local Government Act 1894, s 8(4). Smallholdings and Allotments Act 1908, s.34 Commons Act 2006 s 45
Conference Facilities	Power to provide and encourage the use of facilities	Local Government Act 1972, s.144
Community Centres	Power to provide and equip buildings for use of clubs having athletic, social or education objectives	Local Government (Miscellaneous Provisions) Act 1976, s.19

Community Right to bid (Assets of Community Value)	Right to nominate assets of community value	Localism Act 2011 ss 87-108
Community Right to challenge	Right to induce a procurement exercise	Localism Act 2011 ss81-86
Crime Prevention	Powers to spend money on various crime prevention measures	Local Government and Rating Act 1997, s.31
Drainage	Power to deal with ponds and ditches	Public Health Act 1936, s.260
Entertainment and the arts	Provision of entertainment and support of the arts	Local Government Act 1972, s.145
Gifts	Power to accept	Local Government Act 1972, s.139
Grants	Power to make grants	Localism Act 2011 s 1, Local Government Act 1972 ss 137(1), 137(3) (charities), 145, Local Government (Miscellaneous Provisions) Act 1976 s 19 (recreational facilities) Transport Act 1985 s 106A (bus services)
Highways	Power to repair and maintain public footpaths and bridle-ways Power to light road and public places Power to provide parking places for vehicles, bicycles and motor-cycles Power to enter into agreement as to dedication and widening Power to provide roadside seats and shelters, and omnibus shelters Consent of parish council required for ending maintenance of highway at public expense, or for stopping up or diversion of highway Power to complain to district council as to protection of rights of way and roadside wastes Power to provide traffic signs and other notices Power to plant trees etc. and to maintain roadside verges	Highways Act 1980, ss.43, 50 Parish Councils Act 1957, s.3; Highways Act 1980, s.301 Road Traffic Regulation Act 1984, ss.57, 63 Highways Act 1980, ss.30, 72 Parish Councils Act 1957, s.1 Highways Act 1980, ss.47, 116 Highways Act 1980, s.130 Road Traffic Regulation Act 1984, s.72 Highways Act 1980, s.96
Investments	Power to participate in schemes of collective investments	Trustee Investments Act 1961, s.11

Land	Power to acquire by agreement, to appropriate to dispose of	Local Government Act 1972, ss.124, 126, 127
	Power to accept gifts of land	Local Government Act 1972, s.139
Litter	Provision of receptacles	Litter Act 1983, ss.5, 6
Lotteries	Powers to participate in lotteries	Gambling Act 2005 ss 98, 99
Markets	Power to provide market	Food Act 1984 Pt 3
Mortuaries and post mortem rooms	Powers to provide mortuaries and post mortem rooms	Public Health Act 1936, s.198
Neighbourhood Planning	Power to promote neighbourhood plans and neighbourhood planning orders	Town and Country Planning Act 1990 (as amended)
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s.260
Open Spaces	Power to acquire land and maintain	Public Health Act 1875, s.164 Open Spaces Act 1906, ss.9, 10
Parish Property and documents	Powers to deal direct as to their custody	Local Government Act 1972, s.226
Public Buildings and village hall	Power to provide buildings for offices and for public meetings and assemblies	Local Government Act 1972, s.133
Public Conveniences	Power to provide	Public Health Act 1936, s.87
Recreation	Power to acquire land or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them	Public Health Act 1875, s.164 Public Health Acts 1875-1961 Open Spaces Act 1906
	Power to provide recreational facilities	Local Government (Miscellaneous Provisions) Act 1976, s.19
	Provision of boating pools	Public Health Act 1961, s.54
Town and Country Planning	Right to be notified of planning applications	Town and Country Planning Act 1990, sch. 1, para.8
	Initiation of neighbourhood planning orders	Town and Country Planning Act 1990 (as amended) s 61E
	Initiation of neighbourhood development plans	Planning and Compulsory Purchase Act 2004 s 38A
	The right to be consulted before submission of certain planning applications	Town and Country Planning Act 1990 (as amended) s 61W
Tourism	Power to contribute to organisations encouraging	Local Government Act 1972, s.144
Traffic Calming	Powers to contribute financially to traffic calming schemes	Highways Act 1980 s 274A

Transport	Powers to spend money on community transport schemes	Local Government and Rating Act 1997 ss.26-29
War Memorials	Power to maintain, repairs, protect and adapt war memorials	War memorials (Local Authorities' Powers) Act 1923, s.1, as extended by Local Government Act 1948, s.133

This list is intended only as a summary of the principal functions of local councils. It is not intended to be a definitive list of such functions.

This council is eligible and has adopted the General Power of competence, which is a power of first resort. The general power of competence is a new power available to local authorities in England to do “anything that individuals generally may do”. It was provided for in the Localism Act 2011 and replaces the well-being powers in the Local Government Act 2000. It was brought into force for local authorities on 18 February 2012.

NB The Road Traffic Regulation Act 1984 enables parish councils to make parking places orders for and to regulate car parks it runs. There is no general power to patrol parking and to issue tickets. A parish council can issue fixed penalty notices in the circumstances set out below:

<https://www.gov.uk/guidance/parish-councils-fixed-penalty-notice>

A parish council has limited powers under the Transport Act 1985 to grant aid bus services for the elderly and disabled: s 106A.

The key features of the Localism Act 2011 for parish councils were:

- 1 general power of competence
- 2 predetermination and standards
- 3 referendum principles and capping
- 4 assets of community value
- 5 community infrastructure levy
- 6 neighbourhood planning incorporated in the Town and Country Planning Act 1990

Council hierarchy

Central Government

EAST SUSSEX COUNTY COUNCIL

Education Hedges Highways
Overgrown hedges Parking on
street Pavements Pavement gully
clearing Potholes Roadside trees -
overgrown or dead Social
Services Weeds in road yellow
lines

Tel: 0345 60 80 190

WEALDEN DISTRICT COUNCIL

Bins Business Rates Car
Parking (off street Council
Tax Enforcement Housing
Litter in High Street &
Streets Planning Road
sweeping Tourism
Environmental Health (Rats,
pigeons, Seagulls, noise)

Tel: 01323 443322

POLEGATE TOWN COUNCIL

Allotments Benches Dog bins
Flowers Grass cutting Litter in Parks
(& some town streets) Parish owned
street lights Play Parks Toilets (High
St & Recreation ground) Wooden
Bus Stops

Tel: 01323 488114