

UNADOPTED
POLEGATE TOWN COUNCIL

Minutes of the Full Council meeting held on Monday 21st February 2011 in the Council Chamber, 49 High Street Polegate at 7.30 p.m.

Present: Cllrs T Voyce (Mayor), M Cunningham, S Shing, T Wright, G Carter, Mrs M Piper, R Martin, Mrs C Berry, J. Harmer, J Rogers, Mrs J Voyce

Also present Mrs J Ognjanovic Town Clerk
 3 members of the public Mr F Northcott, Mr S Black, Football Club member

9596 Apologies for absence
Cllrs Mrs D Joy (resigned), S. Barber (work commitments), A Watkins (other council business), Mrs J Bigsby (holiday)

9597 Declarations of interest
Non prejudicial Cllr J Harmer regarding minute 9608

9598 Opportunity for public comment
Standing orders suspended
A representative of the football club explained the reasons why the Football club would require use of the storage room as a referee changing room. Regarding minute 9611a and minute 9585a of the Environment & Leisure meeting of 14th February 2011. He was questioned by councillors regarding the use and requirements of the referee changing room.

A member of public queried why the CCTV had been varied by £500 in the minutes of the Environment & Leisure minutes, which he felt was a large increase in the original quotes. The safety issues that were given as the reason for the increase were questioned by the member of public and a part of the minutes from the Environment & Leisure Committee of 13th September were read to the Council regarding CCTV. The member of public questioned the supply of electricity and his opinion on what may have been a cheaper solution. He stated that he would be making a request under the freedom of information Act for further documentation on the meetings which approved the CCTV and the amendments. He raised a number of questions regarding the CCTV quotes, and queried the capacity of a councillor with regard to the CCTV quotes. He also commented on the high street lighting with regard to the sockets.
Standing orders reinstated.

9599 Notification of items to be dealt with as urgent
Cllr Shing asked to bring forward some items as he had been requested to chair the meeting at Willingdon & Jevington Parish council at short notice and would have to leave. It was agreed by all present to bring forward Item 9603 (County Report) in order that Cllr Shing could answer any questions. These have been minuted under 9603.

9600 Minutes of the Council Meeting held on 31st January 2011.

It was resolved to adopt the minutes of the Meeting held on 31st January 2011 and they were duly signed by the chairman as a true and accurate record of the meeting. The Mayor stated that he was not present at that meeting. VOTE All in favour

9601 Polegate Mayor's Report

The Mayor asked for comments on his report which had been circulated to all councillors before the meeting.

The Mayor added that although the item was not on the agenda if the Council wished to have a street party for the Royal Wedding preparations would need to be made very shortly. The clerk stated that there was no extra capacity within the office to organise a successful event in the timescales given, but she was aware that District Council were dealing with requests for road closures. A number of councillors stated that they would look into various aspects of the arrangements. A councillor asked if the school was holding an event as St Johns was not big enough and could only host 100 people. A councillor suggested the whole street from the crossing up towards the top of the high street could be shut off, some councillors stated that they were not available on that day. The day was a bank holiday and most people would be indoors watching the event on the television.

It was agreed that a working group could look into the matter after feedback from the clerk regarding any other organisations or the school holding events. The clerk stated that funding should be from the mayor's fund, and there was none left or at full council a resolution would need to be made regarding the funding and the working group. Cllr J Voyce stated that the fund day had taken months to organise and was concerned whether it would be possible to organise something in the timescales. Cllr M Cunningham stated that he thought it would be more like organising people to bring a picnic with the bunting and tables (from the school and churches) in place. The Council to secure the high street and arrange for tables to be brought in with various people coming in to help. It was agreed that a feasibility study would take place by Cllr Mrs Berry who would ask Cllr Mrs Bigsby for her expertise to see if it were possible within the time scales.

9602 PCSO report

The report had been circulated prior to the meeting. The clerk informed Council of the crime figures as they are now not included in the reports as they are available online. Cllr Harmer requested that a print out of the crime figures, particularly anti social behaviour should be included in the Council's notes.

9603 District/County Councillors' Reports

Cllr Shing updated Council on the situation with pot holes regarding a question that had been asked at a former meeting. He had been informed by ESCC Highways authority that the pot holes would be regularly filled on a temporary basis with a plan to resurface from Church Street Willingdon to the Crossroads. Cllr Shing was asked if he could go through the ESCC Highways authority to attempt to get Highways Agency to clear the mess on the A27 left by the contractors as there had been many resident complaints. Cllr Shing replied that the trunk road was not an ESCC issue and he was unable to do that and suggested that the local MP was asked to step in as it was a Highways agency issue.

A councillor asked if the hippo bag in the High Street with sand in could be taken away as it now was open to animal contaminants and had moved up the pavement. Cllr Shing replied that as there was still the potential of having icy weather and he had not taken action because of this. Once the change of icy or snow had gone he would ask for the bag to be removed, however if the Council considered that having the bag there was contrary to public safety he would look into asking for the bag to be removed.

A councillor asked about the reduction in the Police officers in the area as per Cllr D Shing's report. Cllr S Shing replied that he understood the reductions to be all over the area and within various areas of the police force over the whole of the Sussex area. This may include some police stations closing down. A lot of

the losses would be from retirements and there would be a very low level of recruitment (if at all).

Cllr Shing left the meeting at 7.55pm

All other reports had been circulated and read prior to the meeting and there were no further questions.

9604 Town Clerk's Report

The Clerk informed Council that the Town Map was being installed this week and that a request had been made for the unveiling that the artist be invited to attend.

A councillor mentioned that the resolutions and dates had been lost.

It was agreed that the minute numbers, date and Meeting would be added to the action list.

The clerk informed Council that the action list did not flow well and she had been looking for a free project management software so that a real timeline could be shown.

The clerk was asked on the progress on the fence posts at Brightling road that had been left in the ground after the revocation of the licence. The Clerk stated that a letter had been sent to have them removed and she was waiting for a reply to that letter. The clerk stated that she had planned to send the owners a second letter regarding the gate that they had installed stating that there was no access to Council land and include a timescale for the removal of the posts.

The clerk was asked about the Harvester tree lights and was asked that although a resolution had been made not to pursue the donation from the Harvester chain a letter explaining the situation could be sent to the chief executive to see how he responds.

It was resolved that a letter be sent to the chief executive of Mitchells and Butler explaining the situation that had occurred over the Harvester Tree. Vote 8 for 2 against
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The clerk was asked when the lottery funding request was going to be advanced (9285). The clerk informed Council that a large majority of the quotes for the works had been received. The Wildlife Trust would not send anyone and the office staff had not been able to get anyone to come and give advice on a nature trail or wildlife in the area despite their best efforts. Quotes for clearance of the pond, stream, the roadway and fencing at the mini railway plus the picnic benches and benches. The clerk stated that the office was at full capacity and she had briefly mentioned to the chair of personnel about the possibility of giving overtime to the admin assistant in order to progress the lottery grant request as legal priorities always meant that the grant was put as last priority. She had checked that there was a rolling grant and was looking into the possibility of submitting one section with as much of the works as possible that had been quoted for. A councillor stated that there had been a lot of demand on the office over the last few months and hopefully over the coming months this should improve. Overtime was discussed and the clerk informed Council that there was no budget left for overtime in this financial year. A councillor suggested that if there was a surplus within the environment & leisure committee budget then any remaining monies could be put towards this. The clerk stated that if there were monies then a resolution would need to be made to do that. The clerk was asked to look at the budgets and report back whether there was likely to be any funding left to support the overtime required to progress the lottery application. The Clerk stated that most of the remaining monies had already been resolved to be ring fenced at the budget meeting. The timescales for submitting the application was discussed and estimated to be at least 2 days. It was agreed that Cllrs Mrs Berry T Voyce Mrs Piper and Mrs

Bigsby would meet again to discuss any other requirements and issues in the Brightling Road area and feed that back to the Clerk.

A discussion took place over the water butt at Cophall Allotment and the problems in getting any plumber to quote for the works at a sensible price. A councillor stated his concerns over the allotment holder who had originally made the request to Council for the installation of the water butt and the amount of work that had already been put in to run the pipe work and make ready for connection.

Cllr Harmer proposed that the pipe should be connected by the maintenance man and filled in. Cllr Berry asked the clerk if the Council needed an official certificate. The clerk replied that it was not required, as the pipework in question was not connected to the mains at that point. There was no seconder for the proposal.

Cllr Mrs Berry proposed that the issue would be brought back to Environment & Leisure committee to discuss. Vote 4 for 5 against motion not carried.

Cllr Harmer asked if the Clerk would write to the allotment holder and inform them of the decision.

The clerk was asked to contact Polegate school to see if she could establish which boards the school had purchase and from which supplier/fitter and report back. The clerk informed Council that she had selected three companies but none were prepared to do demonstrations due to the nature of the boards. (Overhead projector – fitted).

A councillor asked some further details regarding the voltage of the CCTV system. Another councillor on the Buildings & Land Advisory Committee explained that originally the contractor had arrived on site and had thought that the pole was live. As the pole and other electrical equipment had been checked days before, a qualified electrician was called in and the pole was found not to be live and earthed and it was highly likely that the cherry picker had come into close enough proximity of the overhead cable that it had picked up a charge from there. It was considered at that point that the cable with the higher voltage system could be cut and if it were to be cut it may cause a problem. The contractor therefore recommended that a low voltage system would be preferable for safety reasons. The contractor suggested using the current cabling and the collapsible pole be checked to ensure it can still be collapsed after removal of the pin, to ensure free movement within the pole of the exiting cable. The reduced voltage meant that the camera specification would need to be changed. As the contractor would need to return and charge a full return fee to carry out the works, negotiations took place and it was agreed with the contractor that the work would be re-quoted at a lower cost to include the new lower voltage system (cameras housing and cabling) and checking the collapsible pole. Sockets had also needed to be replaced as these had been picked up by the electrician under his periodical electrical testing a few days earlier.

A councillor asked about the progress of the letter to Kelvin Williams. The clerk confirmed that the letter was almost complete with some amendments to be made before sending. The clerk agreed to send a copy of the letter to ALL councillors in order that everyone was aware of what had been sent in detail.

9605 Reports from Representatives of outside bodies

Cuckmere Community Bus – report had been circulated to all councillors and noted. Councillors considered that due to cut backs although it was preferable to have a 9-9.30 service but it was understood cuts had to be made and this

was a standard across the transport system. A councillor requested more detail on the statistics and real cost to provide the service between those times.

Citizens Advice – a verbal report was given. Uckfield branch was being opened by a VIP very soon, details to be given nearer the time.

Civil Protection – No further details since last report.

Children/Playgroup – no further report.

Crime prevention Neighbourhood Watch – Cllr Mrs Berry stated that there was a coffee morning on 26th February 2011.

Eastbourne Area Transport Forum – No further report since last meeting.

Polegate Windmill – A leaflet was circulated to all present with details of coming events at the windmill. There is a model windmill that can be loaned to shops and businesses. If anyone had details on how to waterproof a windmill outside wall the information would be appreciated.

Press Liaison – No report

South Wealden Association of Local councils – There had been no meetings since the last report.

Parish Planning Meeting – the next meeting was due on 19th April.

9606 Youth report
None.

9607 Elderly Report
No report.

9608 Minutes and recommendations from committees and standing committees
Environment & Leisure Committee 14th February 2011.
The deputy chair asked all of those present at the meeting if they wished the minutes to be signed as accurate, excluding 9858a to be discussed under item 9611a. VOTE All of those present at the meeting in favour

The deputy presented the recommendations of the minutes 9581; 9582; 9586 to Full Council for approval.

9581 soffits and barbed wire at pavilion to consider the remaining funds not available in the budget to be taken from the pavilion reserve to fund the works.

It was resolved that the soffits be replaced at the agreed cost and the funds to come from the pavilion reserves. VOTE All in favour

9582 Skate lite replacement proposal to take the funds from general reserves to pay for the works. Councillors discussed that the risk level was currently at medium and that the precept had been set based on the reserve figures.

It was resolved that the clerk would gather the information for any remaining funds from the Environment & Leisure Committee and if there was enough monies available to fund the replacement it would be brought back to Full Council to agree. VOTE 9 for 1 against Cllr Mrs Berry on Health & Safety issues.

The clerk was also asked to find the definition of medium risk with regards to the skatelite from the contractors.

9586 Terms of reference Amendments for Environment & Leisure Committee
A discussion took place on the proposed change to the delegated powers. A councillor was concerned on the consequences of both Finance & Policy and Environment & Leisure having delegated powers. It was clarified that the delegated authority was to spend monies

**within the agreed budget only and to spend anything outside of that budget would have to come back to full council.
VOTE 6 for 4 against**

9609 Councillors Question time

The Mayor asked if the deputy mayor had signed the clerks contract in his absence. Cllr M Cunningham stated that he did not have delegated authority to do that and had not. The clerk confirmed this. The Mayor stated that he would sign the contract.

9610 Financial Update

a) Cllr J Harmer queried the locations of the clearing compost invoice, the clerk confirmed it was to do all planters as resolved.

It was resolved to approve the accounts for payment. VOTE all in favour.

b) The Barclaycard statement was noted by all present.

c) The Bank Reconciliation was noted by all present.

9611 Correspondence

a) The FA rules were circulated prior to the meeting in order that the extra information could bring the resolution 9585a back for reconsideration.

A discussion took place on the rules and the security of the table tennis table belonging to YDS.

It was agreed that the Clerk would speak to YDS about moving the table to the rear so that there was less likelihood of damage being caused when being moved.

It was resolved that the Football Club would be given use of the room for a referees changing room and that a letter would be sent by the clerk informing the club that any damage to the table whilst being moved must be reimbursed immediately. VOTE 9 for 1 against

b) Request for Cllr Mrs Berry & Cllr M Cunningham to attend the Decentralisation and Localism meeting at a cost of £10 each.

It was resolved that the two councillors names would be put forward to attend the meeting at a cost of £10 each. VOTE All in favour.

c) An email had been circulated prior to the meeting regarding the works at Gainsborough Lane (A27).

Councillors present agreed with the email in that the area at the junction of Gainsborough Lane is a mess and some stated that the junction should have traffic lights on it. Councillors were surprised that the Highways Agency had not included the residents concerns at the junction alongside the necessary works to reduce accidents. A member of public wished to speak

Standing orders suspended

The resident stated that he had received a letter from the main contractor doing the works at the junction and had been kept fully updated on the works. The resident stated that the letter had informed him that the contractor had a problem with BT ducts, which was stopping them completing the works. They were waiting for BT to divert the ducts and cables. The resident offered to send a copy of the letter to the clerk. The clerk thanked the resident.

Standing orders reinstated.

A councillor said that there was a detailed page on the ESCC website regarding Gainsborough Lane and there was no intention to make the access better for residents. It was purely to stop accidents being caused by turning into Gainsborough Lane.

It was agreed that the clerk reply to the resident confirming that the Council present supported his concerns over the junction.

9612 Proposed Cycle of next cycle of meetings

The clerk asked if everyone had received the proposed new meeting dates and if everyone was happy with the proposed dates. Everyone present had received the dates. The clerk stated that they would be added to the next full council agenda. Councillors indicated that the preferred all meetings to be held on Mondays if possible.

The next cycle of meetings was agreed by council.

15th March 2011; 28th March Full Council; 4th April; 26th April; Town Assembly 23rd May; Annual town Meeting 16th May.

9613 Committee to consider in 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.

It was resolved that due to the confidential nature of the next business to be transacted the press and public be excluded from the rest of the meeting. VOTE All in favour.

9614 51 High Street Polegate lease

A discussion took place on the charges and current economic situation regarding the lease for 51 High Street Polegate.

It was resolved to renew the lease at the rate of £5000 for one year 22nd May 2011-21st May 2012. VOTE all in favour

The meeting closed at 21.55pm