

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 25th February 2013 in the Council Chamber, 49 High Street Polegate at 7.30pm

Present: Cllrs M Cunningham **MC**(Chair), J Harmer **JH**, E Board **EB**, S Shing **SS** H Parker **HP**, Mrs M Piper **MP**, D Shing **DS**, (**late arrival**), M Clewett **MCI**, Mrs J Voyce **JV**, Mrs C Berry **CB** J O’Riordan **JOR**, (**11**)

Not Present: G Gibbs MBE **GG**, D Broadbent **DB**, M Pybus **MP**, T Voyce **TV** (**4**)
3 members of the public

The Mayor asked that the whole meetings resolutions have a recorded vote.

Minute No.	Subject/Resolution	Action
10490	Apologies for absence Cllr G Gibbs MBE(personal), D Broadbent (holiday), M Pybus (work), T Voyce (work)	-
10491	Declarations of Interest in any items on the agenda Minute 10500 Cllrs J Harmer & M Clewett non prejudicial	
10492	Opportunity for Public comment Standing orders suspended (minute 10498) A resident spoke on the CCTV motion asking whether the motion was put for financial reasons or exploratory reasons. He asked whether the high street lighting would affect the decision; If the CCTV had produced any footage that assisted in crime solution; If the Pavilion/Wannock office CCTV would be reviewed. He stated that many people saw the CCTV as a deterrent and that value could not be measured and that if the decision was to be taken he suggested that the electorate may wish to be consulted upon. (minute 10503 c) A resident spoke in support of his application to have an additional plot of land beyond his allocated 10 rods. Standing order reinstated	
10493	Minutes of Special Full Council held on 3rd December 2012 and Full Council Meeting minutes of 28th January 2013. The minutes had been circulated to all councillors prior to the meeting. The minutes were taken and read, accurate and signed by the Mayor. VOTE All in favour (all present voted for the motion)	
	Council resolved to move item 9 (minute 10498) and 14c (minute 10503c) forward in the agenda. <i>See details under each respective minute number.</i>	
10494	Polegate Town Council Mayors report The mayor stated that two oversized cheques were being arranged to be presented to St Wilfrid’s Hospice and Children With Cancer Fund as they were his two chosen charities for the year. The Mayor stated that the deputy Mayor and other Cllrs were being asked to attend some functions that he was unable to.	
10495	District/County Councillors Reports An additional comment was made that Cllr Oi Lin Shing had posted an amendment to the budget cut for the toilets it was seconded but was voted against by other district councillors.	
10496	Report from the Tree Warden Standing orders were suspended Mr Henk Duinhoven attended the meeting and gave a verbal	

	report to council on the trees within Polegate. He stated that there were some serious issues with the Ash disease. He has looked at the council land and had discovered a number of ash tress (around 50) including some saplings. He felt that it was a tragedy that it could be the end of ash trees. He commented that the scope was different to Dutch Elm as that was related to a beetle, whereas this was related to a disease (airborne fungal). He also commented that he was gathering a list of TPOs within Polegate with the assistance of the office. Standing orders reinstated.	
10497	Create Committee and to approve Terms of references/Membership as required. Buildings & Land Committee It was resolved to accept the terms of references as presented with no delegated authority and membership as follows: Lead Cllr M Clewett T Voyce; Mrs M Piper; Mrs C Berry; J O’Riordan plus ex officio VOTE 9 For (Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, 2 abstentions S Shing D Shing Business Plan Committee It was resolved to accept the terms of reference as presented with no delegated authority. Membership to include Cllrs Mrs J Voyce; Mrs C Berry; M Cunningham; T Voyce (but not present to accept the position) Cllr S Shing requested to be removed from the committee list and so was not included. VOTE 9 For Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, 2 abstentions S Shing, D Shing Planning Committee It was resolved to accept the presented Planning Committee Terms Of References, Memberships to remain as before with delegated authority for Planning decisions. VOTE 9 For Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, 2 abstentions S Shing, D Shing Personnel Committee It was resolved to accept the presented Personnel Committee Terms Of References, Memberships to remain as before with no delegated authority. VOTE 9 For Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, 2 abstentions S Shing, D Shing Finance & Policy Committee It was resolved to accept the presented Finance & Policy Committee Terms Of References, Memberships to remain as before with an amendment “at least once per year” to replace “once a year” VOTE 11 For Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce,	JO JO JO JO JO

	Mrs C Berry, J O’Riordan, S Shing 1 abstention D Shing Best Dressed Garden Committee It was resolved to accept the terms of reference and make recommendations to council as presented with membership as follows: Lead Cllr Mrs M Piper Cllrs Mrs J Voyce; Mrs C Berry; D Shing plus ex officio VOTE 9 For Cllrs M Cunningham (Chair), J Harmer, E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, 2 abstentions S Shing, D Shing	JO
10498	CCTV Agreement – motion from Cllr Harmer to cease High Street CCTV for the next 214/15 budget A detailed discussion took place on the cost effectiveness and merits of the system and whether the issue should be submitted to a public consultation. A motion was put to cease the High Street CCTV. Seconded A second motion was put to leave the CCTV in the budget and was seconded. It was resolved not to remove the CCTV budget from the 2014/15 at this time. A motion to amend VOTE 8 for Cllrs Mrs M Piper; Mrs J Voyce; Mrs C Berry; M Clewett; M Cunningham; H Parker; S Shing; D Shing 3 against Cllrs J Harmer; J O’Riordan; E Board	
10499	Renewal of PADMEC licence (3 years) A Cllr asked if it would affect the ability to change the charges should that be necessary. The clerk stated that it would not affect the Councils ability to do so. It was resolved to renew the PADMEC licence for a period of 3 years. VOTE All in favour	JO
10500	To Consider the remainder budget of the Grants budget (£1000) to be donated to CAB (Citizens Advice Bureau) as per previous resolution minute number 10353. It was resolved to award the remaining £1000 of the grants budget to Citizens Advice Bureau. VOTE 8 For Cllrs M Cunningham (Chair), S Shing, E Board, H Parker, Mrs M Piper, Mrs J Voyce, Mrs C Berry, J O’Riordan, 3 abstentions M Clewett , J Harmer, D Shing	JO
10501	Street Lighting Budgets – motion to transfer remaining funds from the street lighting budgets at year end to an earmarked reserve. The clerk explained that it was likely that the budgets would not be spent this year but would be required in the new financial year. It was resolved that at the end of financial year the remaining street light budgets would be placed into a street lighting earmarked reserve. VOTE All in favour	
10502	Financial update a) Approval of accounts for payment It was resolved to approve the accounts for payment totalling £11692.54 VOTE All in favour b) Copy of Barclaycard Statements The statements were noted by all present. c) Copy of Bank reconciliation The bank reconciliation and accounts budgets were circulated prior to the meeting and noted by all present.	

10503	Correspondence for Action a) Email from Peter Tipping Europlants A proposal to replace as per quotation was seconded A second proposal not to remove the rings was proposed but not seconded (lost) It was resolved to accept the quotation for the replacement of the "snap hooks" at £89.00 +VAT plus removal of the existing metal rings at a cost of £180.00 +VAT VOTE 10 for Cllrs M Cunningham (Chair), E Board , H Parker , Mrs M Piper , M Clewett , Mrs J Voyce, Mrs C Berry, J O’Riordan, S Shing, D Shing 1 against Cllr J Harmer b) Letter from Miss J Gibbs re new wooden bus shelters A discussion took place on the problems Miss Gibbs stated that she was experiencing. Council discussed the fact that the public had previously been consulted on the type of shelter that they wished to have at that area. Three motions were proposed and seconded 1. To leave the shelter as it is 2. To put Perspex in the shelter at one end 3. To put a mirror on the shelter It was resolved that the shelters would not be changed and a letter would be written to Miss Gibbs to inform her of the decision. VOTE 7 for Cllrs Mrs C Berry, H Parker, S Shing, Mrs J Voyce, M Cunningham, E Board, J Harmer 4 against Cllrs Mrs M Piper, M Clewett, D Shing, J O’Riordan c) Letter from Mr Gausden - allotment request Council discussed the implications of allowing Mr Gausden the additional plot above his current 10 rods, which would be contrary to the current rules. A motion was put and seconded to allow Mr Gausden to use the area but that he should have his chickens on his current 10 rods allocated. A motion was put to assess on a case by case basis. Not seconded Lost. It was resolved that Mr Gausden would be able to continue using the space, but he would not be able to rent it as additional rods to put chickens on. VOTE 7 for Cllrs Mrs C Berry; H Parker; M Cunningham; M Clewett; Mrs J Voyce; J Harmer, Mrs M Piper 2 against E Board, J O’Riordan 2 abstentions S Shing, D Shing	JO
10504	Parking Review An informal request was made by Cllr Shing to allow a member of the public gallery to speak but declined by the Mayor due to previous comments on points of order at full council meetings. It was resolved to send an amendment for the proposed plan for Old drive It was resolved to send letters to the residents in Porters Way and brook Street to inform them of the possible changes and welcome their responses for the Special Full Council meeting of 11th March 2013. VOTE All in favour	
10505	Proposed Dates of next cycle of meetings The following dates were set:	

	Full Council 25th February 2013 Full Council 25th March 2013 Annual Town Assembly 8th April 2013 7pm United reform Church Hall Victoria Road Full Council 29th April 2013 Annual Meeting of the council – election of Mayor 20th May 2013 Full Council 24th June 2013 Full council 29th July 2013 Full Council 30th September 2013 Full Council 28th October 2013 Budget Planning 4th November 2013 Budget Personnel 4th November 2013 Budget Finance & Policy 11th November 2013 Full Council 25th November 2013 Full Council 9th December 2013 Full Council precept setting 13th January 2014 Full Council 24th February 2014 Full Council 31st March 2014	
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The meeting closed at 9.45 pm