

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 25th November 2013 St Georges Church Hall, 110 Eastbourne Road, Polegate at 7.30pm

Present: Cllrs M Cunningham **MC**(Chair), M Clewett **MCI**, H Parker **HP**, J Harmer **JH**, Mrs M Piper **MP**, S Shing **SS**, J O'Riordan **JOR**, M Pybus **MP**, Mrs C Berry **CB**, E Board **EB**, G Gibbs MBE **GG (7)**

Not Present: Cllrs T Voyce **TV**, D Shing **DS**, Mrs J Voyce **JV** , D Broadbent **DB (4)**

6 members of the public

Minute No.	Subject/Resolution	Action
10818	Apologies for absence Cllrs T Voyce (work), D Shing (work), Mrs J Voyce (work), D Broadbent (Holiday)	-
10819	Declarations of interest None	
10820	Opportunity for public comment No one wished to speak	
10821	Minutes of the Full Council Meeting of 28th October 2013. It was resolved that the full council minutes of 28th October 2013 be taken as read and accepted as an accurate record of the meeting. The Mayor signed the minutes. VOTE All in favour.	
10822	Mayors Report The Mayor reported that he had attended the remembrance service at St Johns Church but had not been able to attend the Polegate War Memorial Recreation Ground service on the Monday; however another councillor had attended in his place and laid the wreath. He had attended the BUPA rest home re vitalisation and the first night of the Community Centre Play by the drama group for the switching on of the hearing loop. He reported that events coming up were the Mayors Tea party open to residents in Polegate (parish boundary) two people had volunteered to help that normally attend as guests which he appreciated. The Dickensian event and switching on of the Christmas Lights was due to take place on Saturday 7 th December, he invited all councillors to attend. He reported that he had also received his honorary membership badge from PADMEC (mini railway) that morning and would also be attending many carol services over the coming weeks.	
10823	Adoption of minutes and recommendations from committees and standing committees. Cllr E Board arrived at 7.37 pm Planning Committee minutes of 11th November 2013 It was resolved to adopt the minutes and recommendations of the Planning Committee meeting of 11th November 2013 VOTE 10 for 1 abstention Personnel Committee minutes of 11th November 2013 It was resolved to adopt the minutes and recommendations of the personnel committee meeting of 11th November 2013. VOTE 10 for 1 abstention	

	Finance & Policy Committee minutes of 11th November 2013 It was resolved to adopt the minutes of and recommendations of the Finance & Policy Committee minutes of 11th November 2013. Vote 10 for 1 abstention Town Wellbeing Committee minutes of 11th November 2013 It was resolved to adopt the minutes and recommendations of the Town Wellbeing Committee meeting of 11th November 2013. VOTE All in favour	
10824	Financial Update a) Approval of accounts for payment It was resolved to approve the account for payment to the value of £33596.47 as per the attached sheet. VOTE All in favour b) Barclaycard Statement The statement was noted by all present. c) Bank Reconciliation A councillor asked what the welding had been for; the clerk stated that it had been for the fences at Wannock Recreation ground. The reconciliation and income and expenditure accounts were noted and accepted by all present.	
10825	Best Dressed Christmas Shop and House Competition A councillor stated that it would be better for different councillors to do the judging this year to have a fresh eye on the lights. A councillor asked whether it was too later to do this. Another councillor felt this was a good time, as it gave people the opportunity to have their lights up. The High Street lights were now going up and this would encourage people to start putting their lights up around the High Street and the residential areas. It was resolved that the judging and presentation for the Christmas lights for the shop and house would go ahead again this year. VOTE All in favour It was resolved to delegate the purchase of the usual style cups to the clerk within the budget. VOTE All in favour It was resolved that a small group of councillors would go out on the evening of 18th December to judge the High Street Shops and the residential lights and make a decision on the winners for Best Dressed Shop and Best Dressed House 2013. VOTE All in favour It was resolved to delegate the judging to Cllrs J Harmer, H Parker, M Pybus and J O'Riordan. VOTE All in favour. It was resolved to delegate the presentation of the winners to the Mayor and this would be presented in the new year around 14th January 2014. VOTE All in favour It was resolved that photos and a press release would be presented after the presentation (around 14th January) and would be sent to the papers, tweeted and put on the website. VOTE All in favour	

10826	Assets of Community Value a) Signal Box It was resolved to submit the nomination for the Signal box to Wealden District Council as per papers presented. VOTE All in favour b) The update was noted by all present, the clerk added that she had now received letters confirming that The Dinkum, the Community Centre and the Junction pub were now added to the list of assets held by Wealden.	
10827	Dogs Trust's Micro chipping event A discussion took place on the best location for this event. The consensus was to support the event and assist in advertising. A councillor asked that the event be held in January to give plenty of time after Christmas to make people aware. A councillor commented on the change of law coming in 2016. The Mayor stated that if there was any cost involved to assist this he would liaise with the clerk and pay that from his Mayors allowance. A councillor asked if there could be two sessions one in the day and one in the evening for those who work. It was resolved that the council would support this event, advertise it as much as possible and it was delegated to the clerk to liaise with the dogs trust to find the best date venue in the New Year. VOTE All in favour	
10828	Terms of Reference Business Plan, Buildings and Land Joint Committee It was resolved to accept the Terms of reference as presented. VOTE All in favour	
10829	Policies and Procedures The policies and procedures were circulated to all councillors prior to the meeting. A councillor asked if the Town Council had a policy on bullying/harassment of the councillors, the clerk stated that some cover was afforded in the code of conduct and she would look at his issues to see if a policy was required. A councillor commented that the name of the monitoring officer should be removed as this would change if he left or someone else took over the post. Other councillors agreed. i. It was resolved to adopt the Bullying and Harassment policy as presented. VOTE All in favour ii. It was resolved to adopt the Stress Policy amendments as presented VOTE All in favour ii. It was resolved to adopt the complaints procedure but for the name of the officer to be removed and to show "The monitoring officer". VOTE All in favour	
10830	Proposed Dates of next cycle of meetings Business Plan and Buildings & Land Joint Committee 9th December 2013 Full Council 9th December 2013 Full Council Precept Setting (latest) 13th January 2014 Full Council 24th February 2014 Full Council 31st March 2014 Annual Town Assembly 7th April 2014 Full Council April 28th 2014 Annual Statutory Meeting (Election of Mayor) 26th May 2014 Business Plan, Buildings & land Joint Committee 30th June 2014	

	Full Council 30 th June 2014 Full Council 28 th July 2014 Business Plan, Buildings & land Joint Committee 16 th September 2014 Full Council 29 th September 2014 Full Council 27 th October 2014 Personnel budget 24 th November 2014 Planning budget 24 th November 2014 Full Council 24 th November 2014 Business Plan, Buildings & land Joint Committee 8 th December 2014 Full Council precept 12 th January 2015	
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The meeting closed at 8.12 pm