

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 26th June 2023 7pm at Council chambers 49 High Street, Polegate BN26 6AL

Present: Cllrs D Dunbar, J Heward, J Keen, D Watts, S Shing, D Shing, M Piper, C Berry, A O’Kane, N Dunbar, W Alexander, A Wood (12)

Not Present: Cllrs D Murray, M Cunningham, J Holles (3)

4 members of public

The Mayor updated the council on some of his engagements since being elected as Mayor including: Attending sycamore grove (fundraising cycling event). Meeting the Lord Lieutenant and discussing visits to Polegate; The opening of the kiosk garden at Arlington reservoir; SE Water issues in the North of Wealden. The opening of the new bridge on the A27 cycle route. (Rampion bridge).

Minute No.	Subject/Resolution
13304	Opportunity for public comment for items on the agenda
13305	Apologies for absence Cllrs J Holles, D Murray, M Cunningham
13306	Declarations of interest in any items on the agenda Cllr D Dunbar, N Dunbar, M Piper minute 13320a. Non prejudicial. Cllrs D Shing, S Shing minutes 13323,13324,13325,13326 land matters non prejudicial Cllr J Keen minute 13323 non prejudicial
13307	To approve and adopt the minutes of the meeting on 24th April 2023 and the Annual Statutory meeting of 22nd May 2023 <u>It was resolved to approve and adopt the minutes of the meeting 24th April 2023 and the Annual Statutory meeting of 22nd May 2023 as an accurate record of the meetings. VOTE All in favour</u>
13308	To adopt the minutes and recommendations of committees and standing committees a) Finance committee minutes of 21 st April 2023 & 28 th April 2023 b) Planning Committee minutes of 26 th May 2023 if available <u>It was resolved to adopt the minutes and recommendations of the Finance meetings of 21st April 2023, 28th April 2023. VOTE 11 for 1 abstention J Keen</u>
13309	Financials a) Payments of accounts as presented. <u>It was resolved to authorise the payments as presented £13,911.13 VOTE All in favour.</u> b) Barclaycard statements for noting (delegated) Noted by all present. c) Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves. For approval of variances as shown <u>The background papers were noted by all present and it was resolved to accept the variances as shown. VOTE all in favour.</u>
13310	Internal Audit report and AGAR Internal audit report (report to follow taking place on 21st June 2023) <u>The internal audit report and AGAR internal audit section report were noted and approved by all present. VOTE all in favour</u>
13311	To approve the 2022/23 AGAR Governance Statement

	<u>It was resolved to approve the 2022/23 AGAR Governance Statement as presented. VOTE All in favour</u>
13312	To approve the 2022/23 AGAR Accounts figures <u>It was resolved to approve the 2022/23 AGAR Accounting figures/Statement. VOTE ALL in favour</u>
13313	Committees a) To add Cllr J Holles to the Planning Committee (omitted 22/5/23) b) Proposed new terms of reference for new committees converted from working groups I. Buildings & Land working group to become a committee with delegated authority (including decisions on a strategy/plan for the Jubilee Nature Reserve) II. Communities & Tourism working group to become a committee with delegated authority III. Christmas lights working group to report through finance (with delegated authority) IV. Street lighting working group to report through finance (with delegated authority) <u>Following the caveat and resolution on the Annual Statutory Meeting it was resolved to add Cllr J Holles to the Planning Committee, and to change the above working groups to committees as per the presented terms of references. NB These had previously been stated and agreed in the background papers of the Annual Statutory Meeting and not subject to the usual standing orders. VOTE All in favour</u>
13314	Representatives of outside bodies a) Cuckmere Community Buses report The report was noted by all present.
13315	Motion to consider adopting a coloured version of the Polegate Town Council logo to be used alongside the current logo for Town Council marketing materials (flags etc) and events. Example attached. A discussion took place on the logo and the basis being the Sussex martlets and the Polegate Windmill. Variations and alternatives were discussed but dismissed. <u>It was resolved to change over to a new coloured logo and to use this on most documents and marketing materials that required colour and that the rest would remain in black and white. VOTE All in favour</u>
13316	<i>NB This item was brought forward by the mayor to be discussed at the beginning of the meeting. Standing orders were suspended to allow the Team leader to answer questions and reinstated prior to the vote.</i> Motion to consider adopting the defibrillators previous maintained by Polegate Defibs. To replace out of date pads and batteries and to continue to maintain those defibrillators including registration with "The Circuit" cost IRO £2000 to come from general reserves and an ongoing maintenance and replacement budget to be set in the budgets for 2024/25 <u>It was resolved to adopt adopting the defibrillators previous maintained by Polegate Defibs. To replace out of date pads and batteries and to continue to maintain those defibrillators including registration with "The Circuit" cost IRO £2000 to come from general reserves and an ongoing maintenance and replacement budget to be set in the budgets for 2024/25. VOTE All in favour</u>
13317	Motion to consider sending one hand delivered newsletter informing all residents of the new council to be delegated to the clerk in liaison with the Mayor Cllr D Dunbar and Deputy Mayor Cllr James Heward – costs to come from the newsletter budget and

	printing/stationery budget. (4062,4031,4032 AS REQUIRED) <u>It was resolved to send one hand delivered newsletter informing all residents of the new council to be delegated to the clerk in liaison with the Mayor Cllr D Dunbar and Deputy Mayor Cllr James Heward – costs to come from the newsletter budget and printing/stationery budget. (4062,4031,4032 AS REQUIRED) VOTE All in favour</u>
13318	Motion to consider a decision in principle to investigate the possibility of providing a temporary structure in the car park (costs from CIL funding and general reserves for any permissions required) to initiate work through the buildings and land working group/committee to continue investigating the possibility of having a small library service for Polegate. A discussion took place on the possibility of providing a new library and whether this could be accommodated in a temporary structure building <u>It was resolved in principle to investigate the possibility of providing a temporary structure in the car park (costs from CIL funding and general reserves for any permissions required) to initiate work through the buildings and land working group/committee to continue investigating the possibility of having a small library service for Polegate. VOTE All in favour</u>
13319	Motion to consider watering of trees £150 - £245 per watering/purchase of bowser IRO £1500 <u>It was resolved to go ahead with the watering of the trees (Brightling newly planted saplings) to Autumn (purchase of bowser was withdrawn) cost of up to £4000 to come from general reserves and placed in a new budget heading called tree maintenance. VOTE All in favour.</u>
13320	Correspondence for action a. Jubilee Nature Reserve Friends of Group Requests The request to not mow the area by the wall at the entrance to Brightling Road Leisure ground was discussed in detail. There were issues of the farmers right of way and concerns about the fire hazard of dry grass being next to housing and may also cause issues with residents with gardens close by. Cllrs commented that the meadow area was already left unmown and had wildflowers in and the Jubilee Nature Reserve another area of conservation. A councillor stated that unless the areas bridge across habitats generally they do not contribute to the habitats. <u>It was resolved NOT to leave the area unmown but to continue normal maintenance in that area, mainly due to the fire risk and affect on residents with properties nearby. VOTE 8 for (continuing mowing a usual) 2 against 2 abstentions.</u> b. Request from resident for council to alter the area around the War Memorial at Polegate war Memorial Recreation ground. Approx cost to carry out works £2100 from general reserves <u>It was resolved to alter the area around the War Memorial at Polegate war Memorial Recreation ground. Approx cost to carry out works £2100 from general reserves VOTE All in favour</u>
13321	Dates of next meetings Full Council 31st July 2023 (7pm) Full Council 25th September 2023 (7pm) Full Council 30th October 2023 (7pm) October budgets (personnel, planning and other committees) Full Council 27th November 2023 (7pm) provisional draft budget Full Council 8th January 2024 (7pm) BUDGET AND PRECEPT SETTING

	Full Council 29th January 2023 (7pm) <i>Noted by all present.</i>
13322	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) <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>
13323	Land matters – update It was resolved to write to the Trustees and request the possibility of renting the land VOTE All in favour <i>Cllr D Shing left at 20:27pm</i>
13324	Motion to consider a decision in principle to enter into an agreement regarding land to be discussed at Buildings and Land Working group/Committee – financials to be approved by Finance Committee <i>Deferred</i>
13325	Motion to consider purchasing 6 bicycles as part of the previous Countrybike scheme. Cost is likely to be IRO £600-1000 from general reserves and potentially enter into a licence or agreement with a cycle maintenance company, decision to be delegated to the Buildings & Land committee if previously agreed or delegate to the clerk in liaison with the Building & Land working group. <i>Cllr D Shing returned at 20:35pm</i> <i>Deferred</i>
13326	Discussion only on other land matters around Polegate

The meeting closed at 20:38pm

Signed Mayor of Polegate _____ Date _____