

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 29th November 2021 7pm at Polegate Community Centre, Henry Twine Hall, Polegate BN26 6QF.

Present: Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent (14)

Not Present: - Cllrs D Watts (1)

No members of the public were present 2 staff members present (but left the room for the confidential session)

Minute No.	Subject/Resolution
12940	Opportunity for public comment for items on the agenda None
12941	Apologies for absence Cllrs D Watts
12942	Declarations of interest in any items on the agenda Cllr D Dunbar 12950 non prejudicial
12943	To adopt the minutes of the Full Council meeting 25th October 2021 A comment was made about the two staff attending. This was amended. It was resolved to adopt the minutes of the Full Council meeting 25th October 2021 VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent
12944	Mayors Verbal Report The Mayor stated that under the covid lite period he had been little under employed. He had presented to Beaver, Brownies and Scouts on Guy Fawkes night and congratulated them on their achievements. He had suggested that they talk with the council regarding the plans for Brightling Road Recreation ground and the nature land near Polly Arch. He had attended the Remembrance Day procession and service, speaking with the vicar and church warden afterwards about the hire of the hall that the council usually had for the Mayors Christmas tea Party. The night before he had celebrated Christmas vespers at Arundel Cathedral in the presence of the Bishop of Arundel and Brighton meeting with other holders of office in Sussex and Polegate was mentioned.
12945	To adopt the Minutes and Recommendations of Committees and standing Committees a) Finance 22nd October 2021 Minutes and 26th November 2021 <u>It was resolved to adopted the minutes and recommendations of the Finance Committee 22nd October 2021 and 26th November 2021. VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u> b) Personnel Committee Minutes 10th November 2021 This item was discussed in confidential session at the end of the meeting. <u>It was resolved to adopt the minutes and recommendations of the Personnel Committee meeting of 10th November 2021 including the staff review, implications / associated costs (from general reserves). VOTE 12 for Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, R Shing, Mrs L Sargent 2 abstentions Cllr S Shing, D Sanders.</u>
12946	To note the minutes and recommendations for discussion of the Buildings & Land working group meeting if available (some items delegated via the clerk) Noted by all present (some items had been out forward to FC for resolution.)
12947	Financial Update

	a. Approval of payments as presented (some already approved) <u>It was resolved to approve the payments as presented for £8722.28 VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u> b. Barclaycard Statements – already authorised for noting Noted by all present. c. Bank reconciliations, income and expenditure accounts, trial balances, ear marked reserves, VAT return, to approve over and under spends as shown. All noted and agreed. <u>It was resolved to note and accept the differences as shown in the background papers. VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u>
12948	Internal Audit Report <u>The report was noted by all present and it was resolved to increase the indemnity as indicated and noted this had been carried out to protect the council under delegated authority at no additional cost to the council. VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u> The additional indemnity had already been put in place at no additional cost to the council.
12949	Noticeboard – location in North of Polegate, style A full discussion took place on the location and the possibility of having further boards in the North in the future. It was resolved to select Aberdale Road/ Pevensey Road as the location and the “earthanchors” noticeboard as presented in green. Costs from general reserves.(Noticeboard, delivery, licence ESx Highways & installation). VOTE 13 for <u>Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u> 1 abstention Cllr M <u>Cunningham</u>
12950	Motion to take over the maintenance for the defibrillator cabinet on the council wall and to connect to the councils electricity supply. <u>It was resolved to take over the maintenance for the defibrillator cabinet on the council wall and to connect to the councils electricity supply. Costs from general reserves. VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u>
12951	Motion to use the public info budget to fund the Nature Land public event £1000 (Spring 2022) – from B&L working group report <u>It was resolved to use the public info budget to fund the Nature Land public event £1000 (Spring 2022) VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u>
12952	Dates of the next scheduled full council meetings 13th December 2021 BUDGET DISCUSSIONS IF ITEMS AVAILABLE 10th January 2022 BUDGET AND PRECEPT MEETING 28th March 2022 25th April 2022 Annual Stat meeting May TBA

	27 th June 2022 25 th July 2022 26 th September 2022
	Confidential session <u>It was resolved to go into confidential session to discuss the personnel Committee meeting minutes of 10th November 2021 VOTE All in favour Cllrs D Murray, A Wood, Mrs C Berry, Mrs W Alexander, D Sanders, D Dunbar, Ms A Snell, M Cunningham, M Falkner, D Shing, Mrs M Piper, S Shing, R Shing, Mrs L Sargent</u> See minute 12945 for resolution.

The meeting closed at 20:24pm

Signed Mayor of Polegate _____ Date _____

DRAFT