

**Polegate Town Council, Council Office, 49 High Street,
Polegate BN26 6AL**

Telephone: 01323 488114

Town Clerk Jo Tricker: admin@polegatetowncouncil.gov.uk

Town mayor Cllr Dan Dunbar:
cllr.d.dunbar@polegatetowncouncil.gov.uk



Minutes of Meeting of the **FULL COUNCIL** held on **30th June 2025** in **Council Chamber, 49 High Street, Polegate, BN26 6AL at 19:00.**

PRESENT: Councillors D Dunbar, A O’Kane, J Heward, M Piper, C Berry, M Cunningham, A Wood, D Murray, D Shing, W Heasman O’Neill, G Archer **(11)**

5 Members of Public

NOT PRESENT: Apologies of absence were received from Councillors D Watts, J Keen, S Shing **(3)**

13823 Item 1: Opportunity for Public Comment for items on the agenda

None

13824 Item 2: Apologies for absence

Apologies from Cllrs D Watts, J Keen, S Shing

No other apologies received

13826 Item 3: Declarations of interest

D Murray, M Piper, D Watts – Polegate War Memorial Recreation Ground CIC
Directors

S Shing – East Sussex County Council Councillor

13827 Item 4: Mayors Verbal Report:

DD began the month with a visit to Saintry-sur-Seine, where they toured the town and viewed the park named after Polegate. DD also met with the Lord Lieutenant in Lewes, joining other mayors to discuss the year ahead and the role of the King’s representative.

DD attended the King’s Award reception in Eastbourne, opened a summer house at Bernard Baron, and visited the East Sussex School of Circus Arts at Knockhatch. Other engagements included the Key Stage 3 Awards Evening at

Willingdon School, Sussex Day celebrations in Hastings, and a charity carol concert in Eastbourne supporting Epilepsy Sussex.

DD and SS attended a civic reception and evening song in Chichester with the Bishop. Separately, SS attended the Charity Run for Children with Cancer Fund, where they opened the race and presented medals.

13828 Item 5: Clerks Update

Noted by all those present

13829 Item 6: Minutes of the Special Full Council Meeting Dated 2nd May 2025

RESOLVED – That the Special Full Council Minutes of the meeting held on 2nd May 2025 circulated on the agenda be taken as read, confirmed as a correct record and signed by the chair. VOTE ALL IN FAVOUR

13830 Item 7: Financials

- a. Barclay Card Statements for noting for April/ May 2025.

Noted by all present

- b. Bank reconciliation, income and expenditure reports, trial balances, er marked reserves (April/ May 2025) including VAT return. Financial Report for Full Council for income and expenditure variances. For approval of variances as shown.

It was resolved to accept the variances. VOTE ALL IN FAVOUR.

- c. Motion to make a virement of £2000 from code 4130 to EMR 367 to put towards the pathway.

It was resolved to accept the virement of £2000 from code 4130 to EMR 367 to put towards the pathway. VOTE all in favour.

- d. Motion to write off Machines – asset register value is NIL

It was resolved to write off the computers as presented. VOTE all in favour.

13831 Item 8: Polegate War Memorial Recreation Ground CIC Directors

Motion to add Cllr G Archer and S Shing as Polegate War Memorial Recreation Ground CIC directors on behalf of the Council.

It was resolved to add Cllr G Archer and S Shing as Polegate War Memorial Recreation Ground CIC directors on behalf of the Council. VOTE all in favour.

13832 Item 9: Tree Warden

Motion to appoint a new Tree Warden – Peter Davies

It was resolved to appoint Peter Davies as Polegate Town Councils Tree Warden. VOTE all in favour.

13833 Item 10: Mayors Chain

Motion to repair/ replace Mayors Chain

It was discussed whether the insurance would increase the premium with the new chain.

It was resolved to replace the 22 shields, new VELVET collar and to replace the pendant saying POLEGATE TOWN COUNCIL with the feasibility of having the words Town Mayor added in the region of £3373 (as this has not been quoted for.) VOTE all in Favour.

13834 Item 11: Asset of Community Value – Co-op Car Park, Outcome from Wealden District Council

It was noted. VOTE all in favour.

13835 Item 12: Motion to create Devolution Working Group as per minute number

It was resolved to create a Devolution Working Group as per minute number 13374. VOTE 10 for 1 abstention M Cunningham.

13836 Item 13: Dates of the next Meeting

It was noted. VOTE all in favour.

13837 Item 14: Confidential

Full Council 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.
(Discussion of Highways Matters Complaint and Licensing Agreements)

13838 Item 15: Complaint to Highways

It was resolved to go forward with the complaint to Highways. VOTE all in favour

13839 Item 16: To renew PADMEC Lease

It was resolved to go forward with the PADMEC Lease for 2025. VOTE all in favour.

The meeting closed at 19:39pm

Signed Chair of Meeting _____ Date _____