

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Special Full Council meeting held on Wednesday 25th May 2011 in the Council Chamber, 49 High Street Polegate at 7.00 p.m.

Present: Cllrs T Voyce (Chair), M Cunningham, Mrs C Berry, R Martin, Mrs J Voyce, M Clewett, E Board, G Gibbs, G Carter, J O'Riordan, M Pybus (7.15pm), Mrs M Piper (7.25pm), J Harmer (7.35pm)

Not Present: Cllrs S Shing, D Shing

Also present Mrs J Ognjanovic Town Clerk
3 members of the public

9728 Apologies for absence

Cllrs S Shing (other meeting), D Shing (work)

The chair stated that item 8 (minute 9735) had been withdrawn at this time.

9729 Declarations of interest

None

9730 Opportunity for public comment

Standing orders suspended

The member of the public asked to see the councillors who had written to rescind the former resolution and was advised these were in his background papers. He also stated he wished to hear the reason during the debate. He made a statement about an issue regarding details in the accounts and the possibility of Council revisiting their decision about the letting of the offices at Polegate War memorial Recreation ground.

(A copy of the note has been circulated to all councillors for consideration should any Cllr wish to raise a motion in this regard.)

Standing orders reinstated

9731 Approval of year end accounts, annual governance statement & internal audit for submission of annual return.

Annual Accounts, governance statement and internal audit background papers had been circulated to all councillors prior to the meeting. A councillor asked about the sharp increase in running costs for the council offices from last year. The clerk advised that it was due to the decorating costs.

It was resolved to approve the annual accounts VOTE All in favour
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It was resolved to approve the annual governance statement VOTE 9 in favour 1 abstention J O'Riordan

A number of councillors stated their satisfaction with the current audit and level of detail given. The clerk was asked if there were any issues that she was unhappy about. She stated that the only one that had come to light had been addressed as a new procedure which would be looked at in a later meeting.

It was resolved to approve the internal audit VOTE 9 in favour 1 abstention J O'Riordan
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9732 Motion to remove delegated authority for Environment & Leisure and Finance & Policy Committees – 5 signatures submitted to rescind the former resolutions.

A councillor stated that by removing delegated status, the opportunity for councillors to question recommendations when they come back to full council would make the process more democratic. A councillor stated that as there were large numbers of councillors on the committees she felt that the decisions taken with delegated authority were democratic.

It was resolved to remove delegated authority for Environment & Leisure and Finance & Policy committees with immediate effect. VOTE 8 in favour J O'Riordan, T Voyce, Mrs J Voyce, M Cunningham, G Gibbs, E Board, G Carter, M Clewett 2 against Mrs C Berry, R Martin (a recorded vote was asked for by Cllr Mrs C Berry).

9733 To review the Personnel Advisory Committee

The review was stated to be for the committee to return to full committee status with no delegated authority. A councillor asked why the committee was planned to revert to full committee status from an advisory committee. In reply a councillor stated that in discussions (at full council) it was suggested that the committees might revert to full committee status as they were prior to the original amendments, in order to keep the four committees (Planning, Finance & Policy, Personnel and Environment & Leisure) as full committees and that a motion could now be put forward to make those amendments.

It was resolved that the Personnel committee would revert to full committee status with no delegated authority, with terms of reference changing to reflect this. VOTE All in favour

9734 Polegate Twinning Association

a) Motion to sign the new twinning declaration by the mayor of Polegate for the 20th anniversary.

Cllr R Martin asked to be involved as he had been mayor 20 years ago. A short discussion took place on the arrangements. The Mayor stated his disappointment in that the Mayor of Saintry sur Seine was now unable to attend in person. The signing 11.30am at the Council chambers on Friday 3rd June 2011.

It was resolved that the Mayor as civic head would sign the new twinning charter on behalf of all councillors at Polegate Town Council (plus 1 other cllr or counter signed by the clerk as proper officer) VOTE All in favour

Cllr M Pybus arrived at 7.15pm

b) Motion to replicate the Town Map to present to the Mayor of Saintry sur Seine

A councillor stated that he had noticed that Fair Oaks was not on the map. A different councillor stated that British Legion had also been omitted. A discussion took place regarding the group who had originally commissioned the map.

It was resolved that the clerk would look into the possibility of the artist adding the detail to the original map and the cost involved and report back to Council. VOTE All in favour

It was resolved that the map held in the office would be given to the Twinning to present on Friday 3rd June 2011.

Cllr Mrs M Piper arrived at 7.25pm

c) The motion to purchase a second flag pole for twinning and similar events.

A short discussion took place regarding the costs involved. The motion was not seconded. No vote taken. Motion dismissed.

9735 To approve the appointment of Mayoress/Consort to mayor – non legal position (nominal position only) no responsibilities or delegated authority.

Motion withdrawn

9736 Business cards for councillors

The clerk was asked if the cards would be produced by the office and the approximate cost. The clerk stated that the office could produce small sets of cards for councillors and that the cost was a nominal cost (In the region of £5 per pack of 100 cards) and the paper was already in the office. The only cost to the office was the time involved in doing this as the office was very busy at present.

It was resolved that the office would produce small quantities of business cards for the councillors. VOTE all in favour.
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9737 Purchase of PA system for meetings

The basic quote was circulated to councillors prior to the meeting. The Mayor commented on the how the PA system would be used. A councillor agreed that with the hard of hearing it was an essential item. A number of councillors commented that the quote was high for a regular PA System. It was agreed that Cllr Martin would contact the clerk with details of lower priced systems and the clerk would bring back details to full council.

Cllr J Harmer arrived at 7.35pm

9738 Mayors Summer Tea Party

It was resolved to authorise expenditure (approximately £400) for the Mayors tea party from the elderly budget. VOTE All in favour

9739 Confirmation of Clerk passing CiLCA (contractual obligations)

It was resolved to increase the clerks salary to LC2 33 as per contract5 on passing CiLCA. VOTE All in favour

The meeting closed at 7.45pm