

**UNADOPTED  
POLEGATE TOWN COUNCIL**

Minutes of the Finance and Policy Committee meeting held on Monday 18<sup>th</sup> July 2011 in the Council Chamber, 49 High Street, Polegate at 7.30 p.m.

Present: Cllrs M Cunningham (chair), Mrs J Voyce (vice chair), G Carter, D Shing (substitute S Shing – notice given), M Pybus, J Harmer, E Board, J O’Riordan, T Voyce (ex officio), Mrs M Piper (ex officio)

Not Present: Cllr Mrs C Berry

Also present: Mrs Jo Ognjanovic – Town Clerk

**9824 Apologies for absence**

Mrs C Berry (Bereavement)

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| <b>It was recommended to accept Cllr Mrs C Berry’s reason for absence VOTE All in favour</b> |
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Cllr J Harmer arrived at 7.35pm

**9825 Opportunity for public comment**

None present

**9826 Declarations of interest**

None

**9827 Minutes of meeting held on 25<sup>th</sup> May 2011 (already adopted)**

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| <b>The minutes were signed and taken as read by the chair<br/>VOTE All in favour</b> |
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**9828 Decision to re award the soffit contract for non compliance of contractor**

The clerk informed the committee that a letter had been received from the contractor apologizing for not be able to complete the works. Five signatures had been received (and circulated in the background papers) for the committee to rescind the decision and award the contractor to an alternative choice.

The committee discussed the contracts at length regarding reliability and commencement dates.

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| <b>It was resolved that the contract would be awarded to company H from the list at a cost of between £2805 with a maximum of 10% increase in prices on a re-quote to be funded from the reserves as previously agreed. Other contractors would be asked to re-quote in the order of contractor E then G should company H not be able to fulfill the contract. This would be subject to re-quote and negotiation of a discounted price. It was requested that the company be asked to commence and complete the works within 8 weeks of commencement.<br/>VOTE All in favour</b> |
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**9829 Financial Update – clerk report**

The clerk informed those present that the budgets were being looked at and each lead councilor would be asked to come and speak with the clerk and the chair of Finance with regards to the budgets being prepared for the 2012/13 year.

**It was resolved that the regalia be revalued and new values submitted to the insurance company at a cost of less than £500. The clerk would seek a low quote for the valuation. VOTE 9 in favour 1 abstention D Shing**

The clerk informed the council that a lamp post had been knocked down in Northfield and that a claim has been put in an effort to reclaim the costs. Once further information was available the clerk would report back to council

The clerk was asked about Cllr training. She informed the committee that she was waiting for a number from one local clerk in order that the minimum would be fulfilled and that once that was confirmed she would arrange a date. Provisionally it would be an evening or Sat morning locally but as the minimum would be 21 attendees the chambers would be unlikely to host the training. The clerk stated that she would keep council informed of the progress.

The clerk was asked about the photocopy charges. She informed the committee that the contract expired in Jan 2013 and that the chair of finance and herself were looking into alternatives.

The meeting closed at 8.04pm