

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

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Town mayor Cllr Dan Dunbar:
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Minutes of Meeting of the **FULL COUNCIL** held on **27th October 2025 in Council Chamber, 49 High Street, Polegate, BN26 6AL at 19:00**

PRESENT: Councillors D Dunbar, S Shing, D Murray, D Watts, Mrs C Berry, J Heward, J Keen, W Heasman O'Neill, M Caira, G Archer, A O'Kane, A Wood, Mrs M Piper, M Cunningham **(14)**

NOT PRESENT: Cllr D Shing **(1)**

13937 Item 1: Opportunity for Public Comment for items on the agenda

None

13938 Item 2: Apologies for absence

Apologies from Cllr D Shing

No other apologies were received

13939 Item 3: Declarations of interest

No Declarations of interest were received

13940 Item 4: Mayors Update

It was noted by all those present.

13941 Item 5: Minutes of the Special Full Council Meeting 5th September 2025

To resolve that the minutes of the last meeting as circulated on the agenda be confirmed as a correct record and signed by the chair.

It was resolved to confirm the minutes of Special Full Council 5th September 2025 as correct records of minute. VOTE all in favour.

13942 Item 6: Minutes of the Committees and Standing Committees

To approve the minutes and recommendations of Committees and Standing Committees:

- Planning Committee Meeting 22nd August 2025
- Personnel Committee Meeting 11th September 2025

A vote was taken en bloc.

It was resolved to adopt the minutes and recommendations of the Planning Committee Meeting 22nd August 2025 and Personnel Committee Meeting 11th September 2025. VOTE all in favour.

13943 Item 7: Finances

- a. To note by all present Barclay Card Statements September 2025
It was noted by everyone present the Barclay Card Statements for July and August 2025.

- b. To resolve and accept the variances of Bank Reconciliations, income and expenditure reports, trial balances, ear marked reserves (July and August 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 of Bank Reconciliations, income and expenditure reports, trial balances, ear marked reserves including VAT return for September 2025.

13944 Item 8: Reports from Outside bodies

- a. Report from Cuckmere Buses

It was noted by all those present.

13945 Item 9: Grant Application

Grant Request from Cuckmere Buses for £350 for their New Year Day Service

It was resolved to grant Cuckmere Buses with their Grant Request for £350 for their New Years Day Service. VOTE all in favour.

13946 Item 10: Internal Audit Report

To review, accept and agree to take any recommended actions from the Internal Audit Interim Report

It was resolved to accept and agree the Internal Audit Interim Report and to take action as appropriate. VOTE all in favour.

13947 Item 11: Date of the Next Meeting

- Full Council Meeting 24th November 2025
- Full Council Meeting 5th January 2026 (Budget and Precept Setting 2026/27)
- Full Council Meeting 26th January 2026
- Full Council Meeting 23rd February 2026

- Full Council Meeting 30th March 2026

It was noted by all present.

The meeting closed at 19:11

Signed Chair of Meeting _____ Date _____