

**UNADOPTED
POLEGATE TOWN COUNCIL**

Minutes of the Full Council meeting held on Monday 31st March 2025 7pm at Council chambers 49 High Street, Polegate BN26 6AL.

Present:

Cllrs D Dunbar, J Keen, C Berry, M Piper, D Watts, D Murray, A Wood, A O’Kane, M Cunningham, S Shing, J Heward (11)

Not Present:

Cllrs N Dunbar, D Shing, W Heasman O’Neill (3)

Cllr W Alexander resigned

Minute No.	Subject/Resolution
13755	Opportunity for public comment for items on the agenda None
13756	Apologies for absence Apologies from Cllr N Dunbar and D Shing No other apologies received.
13757	Declarations of interest in any items on the agenda None
13758	Mayors verbal report DW and DD held a meeting with the Scouts in the chambers, explaining the history of PTC and the roles of councillors. The Mayor and SS attended a charity birthday concert in Bexhill raising funds for local charities. The mayor attended the ESCC Volunteers event where the chairman highlighted charities, he had met through his year across East Sussex. DD and SS attended the streets of Wealden event in Polegate on Friday, 28 th —well attended by people of all ages who interacted with the street performers. The mayor also attended the Seaford Mayor’s civic fundraiser for her chosen charity Seahaven Friends.
13759	To adopt and approve the minutes of the Full Council meeting 24th February 2025 <u>It was resolved to adopt and approve the minutes of the Full Council meeting of 24th February 2025 VOTE all in favour.</u>
13760	To approve the minutes and recommendations of committees and standing committees: a. Finance and Policy Committee Meeting 31st January 2025 b. Finance and Policy Committee Meeting 14th February 2025 c. Climate Committee Meeting 14th February 2025 d. Buildings and Land Committee Meeting 21st February 2025 <u>A vote was taken en bloc</u> <u>It was resolved to adopt the minutes and recommendations of the Finance Committee Meetings of 31st January 2025 and 14th February 2025 and Climate Committee Meeting of 14th February 2025 and Buildings and Land Committee Meeting of 21st February 2025 VOTE all in favour</u>
13761	Financials a. Barclay card statements for noting for February 2025 <u>Noted by all present</u> b. Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (February 2025) including VAT return. Financial Report for Full Council for income and expenditure variances. For approval of variances as shown. <u>It was resolved to accept the variances. VOTE All in favour</u> c. Grant Request for citizens advice A councillor asked about the figured from the previous meeting. None has been provided by Wealden Citizens Advice. Council discussed in detail. A Cllr rep for Wealden's Citizens Advice stated that he was meeting on 16th to discuss outreach etc. Many Cllrs stated unless an in-person service was provided for residents of Polegate they were not willing to make a grant especially as it would need to be budgeted for next year. A Cllr also commented that in the Background Papers it

	stated that it would be contrary to Polegate Town Council's Policy to use the general reserves as it would take the council below the minimum reserves. <u>It was agreed to defer the matter until after the Cllr rep for Wealden's Citizens Advice had attended the meeting with them on 16th April.</u> <u>VOTE All in favour</u> d. Motion to move the interest received from bank accounts to Ear Mark Reserve for the provision of the accessible pathway at Brightling Road (Planning permission in place, funding not in place and expected to be IRO £55,000) <u>It was resolved to move the interest received at the end of 24-25 into an Ear Marked Reserve to go towards the provision of the pathway and for the Town Clerk to ask Wealden District Council if there was additional funding available in particular CIL funding</u> <u>VOTE All in favour</u>
13762	Motion for the following Cllrs to be added as directors of the Polegate Community Library CIC (Buildings and Land Delegated DATED 21st February 2025). - D Murray - A O'Kane - J Heward - S Shing - D Watts <u>It was resolved to add D Murray, A O'Kane, J Heward, S Shing, D Watts as directors of the Polegate Community Library CIC.</u> <u>VOTE All in Favour</u>
13763	Motion to restart the Annual Civic Award and to award it to Polegate Drama Group. To be funded through the Mayors Allowance for the 2025 award <u>It was resolved that the Annual Civic award would be restarted and awarded to Polegate Drama group for 2025. It will be funded through the mayor's allowance.</u> <u>VOTE All in favour</u>
13764	Terms of Reference for Committees a. Scheme of Delegation b. Planning Committee c. Personnel Committee d. Library Working Group e. Internal Audit Review and Internal Control Working Group f. Finance and Policy Committee g. Communities and Tourism Committee h. Buildings and Land Committee <u>It was resolved to accept the Terms of Reference as presented en bloc with the amendment of overtime within the budget.</u> <u>VOTE All in Favour</u>
13765	Motion to decide on final details for the VE 80 Day Celebration: Delegate to the Town Clerk in liaison with the Communities and Tourism members <u>It was resolved to delegate the decision of final details of the VE Day celebration to the Town Clerk in liaison with the Communities and Tourism members.</u> <u>VOTE All in favour</u>
13766	Dates for next meetings - Annual Town Assembly 28th April 2025 - Special Full Council Meeting 2nd May 2025 - Annual Statutory Meeting 19th May 2025 - Full Council Meeting 30th June 2025 - Full Council Meeting 28th July 2025 - Full Council Meeting 29th September 2025 - Full Council Meeting 27th October 2025 - Full Council 24th November 2025 <u>Dates noted by all those present</u>

The meeting closed at 19:30pm

Signed Mayor of Polegate _____ Date _____