

DRAFT Luxfords at 31 October 2025

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Actuals at 31 Oct 25	Budget at 31 Oct 25	Nov 25 Budget £	Dec 25 Budget £	Jan 26 Budget £	Feb 26 Budget £	Mar 26 Budget £	Total 2025/26	2025/26 Budgets
Sales																
Restaurant Food Sales	13,933	15,132	12,814	14,159	14,798	15,458	23,448	109,743	102,000	16,000	16,000	13,667	13,667	13,667	182,743	175,000
Restaurant Bar Sales	687	916	1,020	680	804	873	1,360	6,340	7,292	1,042	1,042	1,042	1,042	1,042	11,548	12,500
Function Food Sales	2,065	3,777	2,370	1,825	1,999	6,296	5,421	23,753	21,000	3,125	4,000	3,125	3,125	3,125	40,253	35,000
Function Bar Sales	1,498	1,355	2,514	1,582	0	1,911	169	9,029	15,900	3,500	3,000	1,100	2,000	2,000	20,629	24,000
Hire of Urn	53	138	15	60	103	38	88	493	933	133	133	133	133	133	1,160	1,600
Hire of Luxfords Restaurant	0	0	0	0	0	0	0	0	583	83	83	83	83	83	417	1,000
Sundry Income	0	0	0	0	0	0	0	0	292	42	42	42	42	42	208	500
Total Sales	18,235	21,318	18,734	18,306	17,704	24,575	30,486	149,357	148,000	23,925	24,300	19,192	20,092	20,092	256,957	249,600
Purchases																
Food Purchases	4,960	6,271	4,650	5,349	4,705	7,043	6,836	39,813	34,625	6,000	4,958	4,000	4,958	4,958	64,688	59,500
Bar Purchases - non-alcoholic	456	235	425	550	141	182	230	2,219	2,383	400	333	217	333	333	3,836	4,000
Bar purchases - alcoholic	671	426	1,214	387	190	258	623	3,768	4,117	1,000	583	200	517	583	6,651	7,000
Consumables	263	191	95	366	122	359	258	1,653	1,282	183	183	183	183	183	2,570	2,200
Cleaning	0	0	12	38	7	87	48	191	583	83	83	83	83	83	608	1,000
Maintenance & Repairs	0	0	218	718	594	396	0	1,926	2,000	0	0	0	0	0	1,926	2,000
Equipment - New/Replacements	75	0	53	75	517	66	0	785	900	0	450	0	0	450	1,685	1,800
Equipment Hire	0	0	0	0	0	0	0	0	600	0	0	0	0	600	600	1,200
Rates	723	724	724	724	724	724	724	5,064	5,040	720	720	720	0	0	7,224	7,200
Electricity	0	3,708	(1,234)	1,256	844	791	891	6,257	4,750	0	2,375	0	0	2,375	11,007	9,500
Gas	156	296	334	0	236	231	161	1,414	1,850	0	925	0	0	925	3,264	3,700
Water	340	0	0	475	0	0	0	815	800	0	400	0	0	400	1,615	1,600
Refuse Collection	263	179	222	259	227	314	0	1,463	1,517	217	217	217	217	217	2,546	2,600
Stocktaking	230	0	0	230	0	0	0	460	600	0	0	300	0	0	760	1,200
Uniforms/Protective clothing	32	0	0	39	168	0	0	238	250	0	0	0	0	0	238	250
Salaries	9,964	13,665	11,420	11,504	14,783	9,330	12,464	83,130	80,756	11,537	11,537	11,537	11,537	11,537	140,813	138,530
National Insurance	954	1,428	1,099	1,101	1,623	990	1,678	8,873	7,341	1,049	1,049	1,049	1,049	1,049	14,117	12,585
Pension	1,883	2,614	2,171	2,128	2,816	1,762	2,353	15,727	14,708	2,101	2,101	2,101	2,101	2,101	26,232	25,123
Casual wages	1,684	1,818	2,778	1,537	1,723	1,378	1,387	12,303	12,000						12,303	12,000
Credit charges	165	174	164	157	148	0	0	809	900	150	150	150	150	150	1,559	1,800
Total Purchases	22,816	31,728	24,342	26,892	29,568	23,910	27,652	186,910	177,003	23,440	26,065	20,756	21,128	25,945	304,244	294,788

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Finance Sub-Committee**,
on Tuesday 14 October 2025 at 6.30 pm
in the Council Chamber, Civic Centre, Uckfield.

PRESENT: Cllr. D. Ward (Chair) Cllr. S. Mayhew
Cllr. D. Manvell (Vice-Chair) Cllr. P. Ullmann
Cllr. K Bedwell

IN ATTENDANCE:

Sarah D'Alessio – Assistant Town Clerk & Responsible Financial Officer
Holly Goring – Town Clerk

Minutes taken by Sarah D'Alessio

1.0 DECLARATIONS OF INTERESTS

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this agenda.
None received.

2.0 APOLOGIES FOR ABSENCE

None received.

3.0 MINUTES

Minutes of the meeting of the Finance Sub-Committee held on the 16 July 2025.

FS.10.10.25

It was **RESOLVED** that the minutes of the Finance Sub-Committee of the 16 July 2025 be taken as read, confirmed as a correct record and signed by the Chair.

4.0 FINANCE SUMMARY UPDATE AND INVESTMENT REVIEW

The Assistant Town Clerk & RFO explained that a fixed term investment was due to mature on 22 October 2025. Current rates from three High Street banks had been obtained, two of which Uckfield Town Council already had banking services with. The Assistant Town Clerk had checked the rates again that day.

The Assistant Town Clerk also provided members with an update on the funds within the Town Council's business reserve account since the arrival of the second instalment of the precept in September 2025. If a proportion was

transferred to the 35 and 95 day accounts, it could accrue some interest.

FS.11.10.25

Members **RESOLVED** to recommend to General Purposes Committee, to:

- (i) transfer the funds due to mature within the Lloyds fixed term investment account and remaining funds from the Lloyds Treasurer account, to a 12 month fixed rate with NatWest, and;
- (ii) to give authority to the Assistant Town Clerk & RFO to transfer a proportion of business reserves to the 35-day and 95 days accounts, to gather interest, subject to any large payments leaving the bank for completed works such as Victoria Play Area.

5.0

TO CONSIDER THE RECOMMENDATIONS OF THE VAT REVIEW

Members reviewed the recommendations and asked questions of the Assistant Town Clerk & RFO. The Assistant Town Clerk & RFO would seek further advice from a specialist working in this field, before confirming the next steps with members.

6.0

PERIODIC REVIEW OF THE COMMUNITY GRANT PROGRAMME

Members discussed key elements of the programme - the application process, associated forms, and questions. They also discussed the format and process followed to consider applications received.

FS.12.10.25

Members **RESOLVED** to recommend to General Purposes Committee for the Assistant Town Clerk to make the following changes for the 2026/27 grants programme. This would include:

- (i) creating an online form for applications;
- (ii) incorporating key questions within the form that are typically asked by Finance Sub-Committee at the meeting;
- (iii) tick boxes on the scale of the funding being applied for (i.e. up to £500 or £3,000), and;
- (iv) for Finance Sub-Committee to review the applications prior to the February meeting.

7.0

MATTERS DEEMED URGENT BY THE CHAIR

None.

The meeting closed at 8.09pm.

Wealden Citizens Advice Bi-Annual Impact Report

Uckfield Parish (1 April 2025 – 30 September 2025)

Between 1 April and 30 September 2025, Wealden Citizens Advice supported **236 residents** in the Uckfield parish, helping them with **1,178 individual issues**.

Our team provided tailored advice, casework, and practical assistance to improve financial security and overall wellbeing. This resulted in financial outcomes totalling **£169,256** for Uckfield residents, including:

- **£69,642** in income gained
 - **£52,322** of debt written off
 - **£45,412** in other financial outcomes
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Key Issues in Uckfield (April – September 2025)

The most common areas of advice and support included:

- Benefits and Tax Credits (including Universal Credit)
 - Debt and budgeting
 - Consumer Goods & Services
 - Housing advice
 - Utility related issues
 - Relationships & Family related issues
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District-Wide Impact: Wealden Citizens Advice

Across the wider Wealden district, between 1 April 2024 and 31 March 2025, we supported **3,955 residents** and addressed **20,974 issues**.

We achieved total income gains of **£2,668,653** for local people, as well as:

- **£1,329,296** of debt written off
 - **£100,103** recovered in reimbursements
 - **£323,584** in other financial outcomes
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Thank You to Uckfield Town Council

We are extremely grateful for the continued support of Uckfield Town Council. Your funding plays a vital role in enabling us to provide high-quality, confidential, and free advice to residents when they need it most.

Together, we are helping local people navigate life's challenges and build greater confidence, stability, and resilience.