



# UCKFIELD TOWN COUNCIL

Council Offices, Uckfield Civic Centre  
Uckfield, East Sussex, TN22 1AE  
Tel: (01825) 762774  
e-mail: [townclerk@uckfieldtc.gov.uk](mailto:townclerk@uckfieldtc.gov.uk)  
[www.uckfieldtc.gov.uk](http://www.uckfieldtc.gov.uk)  
**Town Clerk – Holly Goring**

A meeting of the **FINANCE SUB-COMMITTEE** to be held on  
**Tuesday 3 February 2026 at 6.30pm**  
**Council Chamber, Civic Centre**

## AGENDA

### 1.0 DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this agenda.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent. A record of such interests and any dispensations given in advance will be available at the meeting.

### 2.0 APOLOGIES FOR ABSENCE

### 3.0 MINUTES

3.1 Minutes of the meeting of the Finance Sub-Committee held on the 6 January 2026

### 4.0 TO NOTE TRANSFER OF FUNDS FROM SAVINGS TO CURRENT ACCOUNT UNTIL RECEIPT OF NEXT PRECEPT

### 5.0 INITIAL REVIEW OF COMMUNITY GRANT APPLICATIONS

### 6.0 MATTERS DEEMED URGENT BY THE CHAIR

**Town Clerk**  
28 January 2026

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Finance Sub-Committee**,  
on Tuesday 6 January 2026 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 14 October 2025.

**FS.13.01.26**

It was **RESOLVED** that the minutes of the Finance Sub-Committee of the 14 October 2025 be taken as read, confirmed as a correct record and signed by the Chair.

**4.0 DETAILED REVIEW OF DRAFT BUDGET PAPERS FOR 2026/27 AND PROPOSED CONSOLIDATION OF EARMARKED RESERVES**

The Town Clerk asked for it to be noted that the Consolidation of Earmarked Reserves was actually completed last year and this was just to review as of December 2025.

Members were provided with a revised draft of the working budget papers for 2026/27, for members to discuss and consider.

The Assistant Town Clerk & RFO and Town Clerk explained the detailed changes in the draft version of the working budget to which Members reviewed,

going line by line through the income and expenditure for 2026/27 by committee areas. During this detailed exercise, members highlighted the following key points:

- Play Equipment Repairs/Maintenance - members understood the increase in spend was needed to ensure safety & compliance continued due to ongoing vandalism and age/deterioration. It would ensure ongoing repairs to all play areas and vandalism were covered;
- Tree Works - the Town Clerk explained the need to continue to invest in the works needed to ensure tree safety and conservation throughout the town despite the Ash Dieback programme reducing;
- Contingency – it was agreed to continue to recognise the importance of having funds set aside for contingency as per the Internal Auditor's recommendation;
- Service Level Agreements – after discussion it was recommended to renew these agreements for 12 months with Wealden Volunteering at £9k, and for Wealden Citizen's Advice to increase to £24.5k due to their rent increase. General Purposes Committee had already agreed the allocation for Uckfield Bonfire & Carnival Society's service level agreement. It was then recommended that the main Community Grant funding allocation. (General Power of Competence) be set at £19,000 – totalling £56,000 for all.
- Professional Fees - due to the number of major projects, and ongoing expertise required to support matters surrounding GDPR and Martyn's Law going forward, it was agreed to increase Professional Fees to ensure these would be covered.

#### **FS.14.01.26**

Members **RESOLVED** to recommend to Full Council, to:

- (i) increase the Section 142 SLA for Wealden Citizens Advice to £24,500, due to their rent increase; and;
- (ii) set a proposed annual budget of £2,121,082 with a precept of £1,432,188, subject to any final alterations or amendments. Subject to those final calculations, it would result in an increase of £16.62 (7.55%) per annum for the average Council Tax Band D household (approx. £1.66 per month).

#### **5.0**

##### **MATTERS DEEMED URGENT BY THE CHAIR**

The Chair asked how soon would we be able to get the new till system in Luxfords Restaurant. The Town Clerk explained that there were two preferred companies from three identified and that the Assistant Town Clerk would be meeting with them shortly to see how they would engage with our current accounting package. A decision would be made then on how it would be implemented. It was agreed that it would be highly beneficial to all parties involved to ensure the smoother running of the restaurant and ensure the accuracy of stock levels.

The meeting closed at 8.56pm.