



# UCKFIELD TOWN COUNCIL

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**Town Clerk – Holly Goring**

## **YOU ARE HEREBY SUMMONED TO A MEETING OF UCKFIELD TOWN COUNCIL**

**on**

**Monday 29 June 2026 at 7.00pm  
in the Council Chamber, Civic Centre, Uckfield**

### **AGENDA**

Under The Openness of Local Government Bodies Regulations 2014, members of the public are able to film or record during a committee meeting.

#### **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. Should any Member consider that they require a dispensation in relation to any prejudicial interest that they may have, they are asked to make a written application to the Clerk well in advance of the meeting.

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.

#### **2.0 STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE MAYOR'S DISCRETION**

#### **3.0 TO RECEIVE REPORTS FROM EAST SUSSEX COUNTY COUNCIL AND WEALDEN DISTRICT COUNCIL**

*(this part of the agenda should not be used to report day to day issues such as potholes. These should be reported direct to: <https://live.eastsussexhighways.com/report-problem>)*

#### **4.0 APOLOGIES FOR ABSENCE**

#### **5.0 MINUTES**

5.1 To **RESOLVE** that the minutes of the Annual Statutory meeting of the Council on 18 May 2026. be taken as read, confirmed as a correct record and signed by the Mayor.

5.2 To receive and note the minutes of the Annual Town meeting on 15 April 2026.

5.3 Action list – for information only

5.4 Forward plan – for information only

#### **6.0 COMMITTEE MINUTES**

6.1 To note the acts and proceedings of the following committee meetings:-

- |     |                                   |                         |
|-----|-----------------------------------|-------------------------|
| (a) | Plans Committees                  | 1 June and 22 June 2026 |
| (b) | Environment and Leisure Committee | 26 May 2026             |
| (c) | General Purposes Committee        | 8 June 2026             |

- 7.0 TO RECEIVE REPORTS FROM OUTSIDE BODIES** (none received)
- 8.0 TO RECEIVE REPORTS FROM WORKING GROUPS**  
(i) Events Working Group
- 9.0 TO APPROVE PERIODIC POLICY REVIEWS**  
(i) IT, Email and Social Media Policy – No. 18  
(ii) Handling ‘Access to Information Requests’ Policy – No. 16  
(iii) General Data Protection Policy – No. 87
- 10.0 TO RATIFY A RECOMMENDATION FROM STANDING COMMITTEES:**  
General Purposes Committee  
(i) Ratification of AGAR Assertion 10 Compliance
- 11.0 ANNUAL REVIEW OF THE TOWN COUNCIL’S ASSET REGISTER**
- 12.0 TO RECEIVE, CONSIDER AND NOTE THE INTERNAL AUDIT REPORT FOR THE YEAR ENDING 31 MARCH 2026**
- 13.0 TO RECEIVE, CONSIDER AND APPROVE SECTION 1 - THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31 MARCH 2026**
- 14.0 TO RECEIVE, CONSIDER AND APPROVE SECTION 2 - THE TOWN COUNCIL’S DRAFT ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN AND FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 MARCH 2026**
- 15.0 TO CONSIDER APPENDIX B OF THE MEMBER CODE OF CONDUCT POLICY: MEMBER/OFFICER PROTOCOL**
- 16.0 TO REVIEW THE TOWN COUNCIL’S FINANCIAL REGULATIONS (CONTRACTORS/TENDERS)**
- 17.0 TO NOTE CURRENT DIRECT DEBITS AND STANDING ORDERS**
- 18.0 TO RECEIVE AN UPDATE ON THE MAYORAL CHAIN AND FORMER MAYOR PIN BADGES**
- 19.0 TO SIGN AND SEAL LEASE AGREEMENTS**
- 20.0 TO NOTE THE MAYOR’S ENGAGEMENTS**
- 21.0 SIGNING OF GRAVE CERTIFICATES AND TRANSFERS OF DEEDS**
- 22.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED** (none received)
- 23.0 TOWN CLERK’S ANNOUNCEMENTS**
- 24.0 CHAIR’S ANNOUNCEMENTS**
- 25.0 CONFIDENTIAL BUSINESS**  
To consider whether to **RESOLVE** to exclude the press and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted: -
- 25.1 To consider the draft Emergency Plan



**Town Clerk**  
23 June 2026