



# UCKFIELD TOWN COUNCIL

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**Town Clerk – Holly Goring**

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A meeting of the **General Purposes Committee** to be held on  
**Monday 8 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 CHAIRMAN'S DISCRETION**

## **3.0 APOLOGIES FOR ABSENCE**

## **4.0 MINUTES**

- 4.1 Minutes of the meeting of the General Purposes Committee held on the 5 May 2026
- 4.2 Action list – for information only
- 4.3 Project list – for information only
- 4.4 Forward plan – for information only

## **5.0 FINANCIAL MATTERS**

- 5.1 To note bills paid
- 5.2 To review the draft financial position for the year ending 31 March 2026
- 5.3 To note the End of Year Statement on Community Infrastructure Levy
- 5.4 To consider the renewal of the existing Insurance contract for public liability, employer liability and vehicle insurances

**6.0 BUILDINGS**

6.1 To note the current position with the Council's buildings

**7.0 POLICY**

7.1 To note updates in relation to Data Protection Act 2018 Compliance

**8.0 ADMINISTRATION**

8.1 To receive Member audit reports (February 2026)

**9.0 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

9.1 To consider reports from:-

- (i) Wealden Citizen's Advice
- (ii) Wealden Volunteering
- (iii) Wealden District Association of Local Councils – Mgt Committee
- (iv) Wealden District Association of Local Councils – Planning Panel

**10.0 CHAIRMAN'S ANNOUNCEMENTS**

**11.0 TOWN CLERK'S ANNOUNCEMENTS**

**12.0 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: -

12.1 To note bad debts

12.2 To note a Health & Safety Update

12.3 To consider an update from Luxfords Restaurant and the Civic Centre

12.4 To consider draft lease agreements



Town Clerk  
2 June 2026

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **General Purposes Committee** held in the Council Chamber, Civic Centre, Uckfield on Tuesday 5 May 2026 at 7.00pm

## PRESENT:

Cllr. C. Macve (Chair)  
Cllr. J. Love  
Cllr. D. Manvell

Cllr. P. Selby  
Cllr. A. Smith  
Cllr. D. Ward (Vice-Chair)

## IN ATTENDANCE:

Town Mayor – Councillor Karen Bedwell  
Sarah D'Alessio – Assistant Town Clerk & RFO  
Holly Goring – Town Clerk  
Louise Slaughter – Hospitality Manager  
Minutes taken by Holly Goring

### 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 the agenda.

Councillor J. Love declared a personal interest in agenda item 7.5 due to her association with Victoria Pavilion. The Town Clerk did not consider this to be relevant.

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

There were no statements from members of the public.

### 3.0 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors V. Frost, K. Butler and P. Ullmann due to sickness and personal commitments.

### 4.0 MINUTES

#### 4.1 Minutes of the meeting of the General Purposes Committee held on the 23 March 2026

**GP56.05.26** Members **RESOLVED** that the minutes of the meeting of the General Purposes Committee on 23 March 2026 be taken as read, confirmed as a correct record and signed by the Chair.

#### 4.2 Action list

Members discussed the item detailed within the action list, regarding the Town Council's strategic projects and referenced the recent workshop with members.

Members advised that the timeline for these strategic projects should be shared to all members, as some were unable to attend, and asked if a way of monitoring progress could be shared. The Town Clerk suggested that a progress update be

included on the quarterly updates to Full Council on the Annual Plan. This was supported. Members therefore agreed to remove the one action in the action list, and note the report.

#### 4.3 Project list

Members were asked to remove the following projects due to their completion or the relevant phase of works being completed in the past year:

Project 80 – Building Maintenance Programme 2024/25

Project 84 – Funds for Signal Box 2024/25

Project 86 – Building Maintenance Programme 2025/26

Project 87 – Mayoral Chain

Members noted the report.

#### 4.4 Forward plan

Members noted the forward plan.

### 5.0 **FINANCIAL MATTERS**

#### 5.1 To note bills paid

Councillor A. Smith requested a detail of the report be redacted or removed, which the Assistant Town Clerk advised she would be happy to do moving forward.

Members noted the bills paid.

#### 5.2 To note the income and expenditure reports

Members reviewed the income and expenditure reports for both General Purposes Committee and Luxfords Restaurant.

It was noted that the income levels for General Purposes Committee were down, but expenditure also being down, covered the deficit.

A member asked when the next Hospitality Review Working Group would be arranged, to which the Town Clerk confirmed shortly. Members subsequently noted the reports.

#### 5.3 To consider carry forwards of unspent revenue budget from 2025/26

Members considered a report which set out areas of non-expenditure of allocated funding for projects, or underspend in revenue areas which could be utilised in 2026/27. Carry forwards had been identified in both Environment & Leisure Committee and General Purposes Committee.

**GP57.05.26** Members **RESOLVED** that the following unspent sums be carried forward from the 2025/26 financial year to earmarked reserves in 2026/27:

#### 3.0 ***Specific Budget Request for the Environment & Leisure Committee***

##### 3.1 *New initiatives 2025/26 – projects not yet complete*

Project	Amount	Reason
<b>Welfare facilities for Harlands (originally £12k)</b>	£10,000	Only a small amount of the funding has been utilised as the project is still in the early stages. It is recommended that a sum of £10,000 be transferred into the <b>earmarked reserve named 'Sports pitch and recreational improvements.'</b>

<b>New top handled chainsaw (originally £1k)</b>	£1,000	This item was found not to be required and therefore the funds remain unspent. It is recommended that the funds be transferred to the existing <b>earmarked reserve named 'Grounds machinery and equipment.'</b>
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### 3.2 Underspend of revenue funding in 2025/26

<b>Project</b>	<b>Amount</b>	<b>Reason</b>
<b>Fundraising income from Weald on the Field (4387)</b>	£683.81	Buckets were circulated at the end of the event in August 2025, for the specific purpose of gathering donations towards the 2026 event. The donations collected totalled £683.61. This should therefore be transferred to the <b>earmarked reserve named 'Community initiatives.'</b>
<b>Litter bins (originally £1k) (5079)</b>	£1,000	No new bins were purchased during 2025/26. There are plans to purchase new double bins in 2026/27 so this funding could be utilised for this purpose. It is therefore recommended to transfer to <b>earmarked reserve 'Open spaces and street furniture.'</b>
<b>Fencing (originally £3k) (5280)</b>	£2,000	Only £548.74 was spent from the fencing budget in 2025/26. It is therefore recommended to support future fencing works on the Town Council's estate, that a sum of £2,000 be transferred to <b>earmarked reserve 'Open spaces and street furniture.'</b>
<b>HMLNR &amp; WPLNR (originally £500) (5033)</b>	£500	This funding remained unspent in 2025/26. We therefore recommend to support the delivery of biodiversity action plans on the reserves, that the funds be transferred to the <b>earmarked reserve of 'Conservation and wildlife monitoring.'</b>

## 4.0 **Specific Budget Request for the General Purposes Committee**

### 4.1 New initiatives 2025/26 – projects not yet complete

<b>Project</b>	<b>Amount</b>	<b>Reason</b>
<b>Upgrade of Mayoral Chain (originally £750)</b>	£750	An order has been placed, and should be ready for the meeting of Full Council on 24 June 2026. The funding was therefore unspent in 2025/26 and would recommend that the funding is transferred to the existing <b>earmarked reserve named 'Office administration, IT or training.'</b>
<b>Professional expertise for major projects and policy reviews (originally £30k)</b>	£23,250	From the original sum set aside of £30k, only a number of projects that required this expertise commenced in 2025/26. A number of workstreams are now underway and the funding can be utilised in 2026/27 and thereafter. We would therefore advise that the unspent funds be transferred to the existing <b>earmarked reserve named 'Professional expertise.'</b>
<b>New parish noticeboards for developments (originally £2k)</b>	£2,000	This project has not yet been completed. The unspent funds should therefore be transferred to the existing <b>earmarked reserve of 'Branding and communications.'</b>
<b>Contingency (originally £11k)</b>	£11,000	It was advised by our Internal Auditor to build up our general reserves. We therefore recommend that these unspent funds be transferred into a new <b>earmarked reserve named 'Contingency.'</b>

## 6.0 **BUILDINGS**

### 6.1 To note the current position with the Council's buildings

Members noted the report.

## 7.0 **POLICY**

### 7.1 Annual review of the Town Council's Financial Regulations

This was an opportunity for members of General Purposes Committee to review the existing regulations before the Annual Statutory meeting. The Town Clerk

advised that there had been no changes made to the model regulations since early 2025.

The Chair asked if staff obtained three quotes even for works valued under £10,000. The Town Clerk explained that in most cases, two quotations were sought, if not three. It was really dependent on what was being quoted for, and how urgent the work was i.e. if it was a health and safety matter. Members also reiterated their interest in using local contractors.

Members noted the existing regulations.

7.2 Annual review of the Town Council's Standing Orders

There had been no changes made to the model orders since early 2025. Members noted the Standing Orders.

7.3 To review the updated Publication Scheme

The Town Clerk advised that the document had been updated with the latest weblinks as well as printing/photocopying charges.

The Town Clerk answered a query about enquiries received under the Freedom of Information Act and it was suggested that responses provided be published on the Town Council website.

**GP58.05.26** Members **RESOLVED** to approve the Publication Scheme.

7.4 To approve the Pay Policy Statement

Personnel Sub-Committee had reviewed this new statement, which was a requirement of the Local Government Transparency Code. One member requested that the highest salary band be incorporated into the policy as well as the lowest.

**GP59.05.26** Subject to the inclusion of the above, members **RESOLVED** to approve the Pay Policy Statement.

7.5 To approve the revised CCTV Policy

With various changes and upgrades being made to the Town Council's CCTV, the policy had been revised by officers to reflect the latest legislation and guidance as well as the detail of the current cameras in place.

One member asked if we could specify whether they were static or rotating cameras.

**GP60.05.26** Members **RESOLVED** to approve the CCTV Policy.

**8.0 ADMINISTRATION**

8.1 To receive Members' audit reports (January 2026)

Members noted the completed audit report for January 2026.

**9.0 REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

9.1(iii) WDALC

Councillor Ward provided a verbal update to committee members on the WDALC meeting from 9 April 2026. Appointments were made to the board of WDALC. Sadly, the former Chair had passed away. Councillor Ward advised that she had been appointed to the role of Director for East Sussex Association of Local

Councils.

At the meeting, Wealden DC advised that the next consultation on the proposals for local government reorganisation in East Sussex were due to be issued after the election. The new sports hub was progressing well near Boship roundabout, the medical centre at Polegate was progressing well, and Mayfield had just begun construction. Wealden DC had completed the construction of new employment units in Crowborough.

Issues raised by the Larger Parish Forum referred to communication and community asset transfers. Members noted the update provided.

#### **10.0 CHAIRMAN'S ANNOUNCEMENTS**

None.

#### **11.0 TOWN CLERK'S ANNOUNCEMENTS**

The Town Clerk advised that she was waiting on more formal details on the sale of the double garages adjacent to the Civic Centre, before presenting a formal report. The Town Clerk presented on a screen the sale prices of garages in the region and would report back with information once available.

One member requested that information on access rights be included in any details for the garages. Members noted the update.

#### **12.0 CONFIDENTIAL BUSINESS**

##### **GP61.05.26**

It was **RESOLVED** that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw.

##### **12.1 To note bad debts**

The Assistant Town Clerk provided an update to members. Members noted how positive it was to see a low number of bad debtors listed. Members noted the report.

##### **12.2 To note the Health & Safety update**

Members noted the update.

##### **12.3 To consider an update on the Civic Centre, Restaurant and noticeboard promotions**

Members discussed the proposed refund policy. It was agreed that refund enquiries should be directed to the Hospitality Manager, or Assistant Town Clerk in their absence, to determine a decision. It was also noted that the proposed wording mainly related to the circumstances where the Civic Centre had had to postpone or cancel an event and the possible reasons for this. There was no reference to any extenuating circumstances for the person purchasing tickets. Although office staff already advised hirers of when the event had been organised by an external hirer, it was suggested reference to this also be included.

##### **GP62.05.26**

It was **RESOLVED** to accept the refund policy for Civic Centre events.

12.4 To receive the minutes from Personnel Sub Committee on 26 March and 30 April 2026

Members received and noted the minutes from Personnel Sub Committee on 26 and 30 April 2026.

12.5 To consider the recommendations of Personnel Sub Committee on 26 March and 30 April 2026

(i) Workplace Pet Policy

**GP63.05.26** With four votes in favour and one abstention, members **RESOLVED** to accept the decision taken (policy) on pets within the workplace.

(ii) Pay Policy Statement – already been approved under Section 7.

(iii) Code of Conduct Policy Review – creation of Member/Officer Protocol

**GP64.05.26** Members **RESOLVED** to approve the creation of a Member Officer Protocol which would form an appendix to the Code of Conduct Policy.

(iv) DBS Checks

Members discussed that some of them already had DBS checks as a result of their positions or roles in other community organisations.

It was noted that officers should explore further, but in principle all elected members and staff should have a basic check undertaken.

(v) Re-title of Town Clerk and Assistant Town Clerk

**GP65.05.26** After a long discussion members **RESOLVED** to:

(i) change the title of Town Clerk to Chief Officer (Town Clerk) and Assistant Town Clerk & RFO to Deputy Chief Officer (RFO), and;

(ii) to undertake a review of the salary structure for these positions, to ensure they align with the sector.

12.6 To consider the draft lease for the Source

Due to sickness the draft lease had yet to be received.

The meeting closed at 8.43pm.

## UCKFIELD TOWN COUNCIL

### ACTION LIST – FOR INFORMATION ONLY

#### General Purposes Committee

Resolution No.	Details	Date Raised	Action By	Date Completed
<b>Confidential business only</b>				
<b><u>GP64.05.26</u></b>	<u>12.5(iii) Code of Conduct Policy Review</u> Members <b>RESOLVED</b> to approve the creation of a Member Officer Protocol which would form an appendix to the Code of Conduct Policy.	05.05.26	HG	This will be drafted and presented to Full Council on 24.06.26.

**UCKFIELD TOWN COUNCIL - PROJECT MONITORING  
GENERAL PURPOSES COMMITTEE**

**Outstanding/ongoing initiatives from 2025/26 and before**

Project name		Civic Centre Signage		Project Number	71
Resolution No.	Funds	Date	Commentary		
<b><u>FC82.01.22</u></b>	£2,000.00	28.04.26	Officers are exploring options for the front signage of the Civic Centre. This project will be delivered during 2026/27.		

Project Name		New parish noticeboards for new developments		Project Number	89
Resolution No.	Funds	Date	Commentary		
<b><u>FC.90.01.25</u></b>	£2,000	28.04.26	To be progressed shortly.		

**Projects for 2026/27**

Project Name		Building Maintenance Programme		Project Number	90																								
Resolution No.	Funds	Date	Commentary																										
<b><u>FC.86.01.26</u></b>	£68,000	28.04.26	<p><b>Full list of Building Maintenance Fund...</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Legionella remedials</td><td style="text-align: right;">£4,000</td></tr> <tr><td>Fire safety works Phase 2 - Civic Centre</td><td style="text-align: right;">£15,000</td></tr> <tr><td>Replacement hot water supply - Civic Centre</td><td style="text-align: right;">£20,000</td></tr> <tr><td>Replacement showers - Vic Pavilion</td><td style="text-align: right;">£2,000</td></tr> <tr><td>Replacement hall lighting - Fhall</td><td style="text-align: right;">£4,000</td></tr> <tr><td>Upgrade of security - Vpav</td><td style="text-align: right;">£3,000</td></tr> <tr><td>Replacement emergency lighting - Green Shed</td><td style="text-align: right;">£1,800</td></tr> <tr><td>Solar panel improvements - Civic Centre</td><td style="text-align: right;">£2,800</td></tr> <tr><td>Flooring improvements - Civic Centre</td><td style="text-align: right;">£3,200</td></tr> <tr><td>Replacement heating in Weald Hall</td><td style="text-align: right;">£6,000</td></tr> <tr><td>Lightening protection upgrade</td><td style="text-align: right;">£5,000</td></tr> <tr><td></td><td style="text-align: right;"><b>£66,800</b></td></tr> </table> <p>Works have already begun to deliver this programme of works: - legionella remedial works have commenced at Foresters Hall;</p>			Legionella remedials	£4,000	Fire safety works Phase 2 - Civic Centre	£15,000	Replacement hot water supply - Civic Centre	£20,000	Replacement showers - Vic Pavilion	£2,000	Replacement hall lighting - Fhall	£4,000	Upgrade of security - Vpav	£3,000	Replacement emergency lighting - Green Shed	£1,800	Solar panel improvements - Civic Centre	£2,800	Flooring improvements - Civic Centre	£3,200	Replacement heating in Weald Hall	£6,000	Lightening protection upgrade	£5,000		<b>£66,800</b>
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**UCKFIELD TOWN COUNCIL - PROJECT MONITORING  
GENERAL PURPOSES COMMITTEE**

			<ul style="list-style-type: none"> <li>- a full audit has been undertaken of the fire doors at the Civic Centre to quote for Stage 2;</li> <li>- the emergency lighting has been replaced at the Green Shed;</li> <li>- the old solar panels have been removed and new solar panels installed on the Civic Centre;</li> </ul>
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Project Name		Professional expertise for major projects and policy reviews		Project Number	91
Resolution No.	Funds	Date	Commentary		
<b><u>FC.86.01.26</u></b>	Carry forward of £23,250 from 2025/26  Plus £15,000 for 2026/27  = £38,250	28.04.26	Consultants commissioned at present: <ul style="list-style-type: none"> <li>- feasibility study for extension of West Park Pavilion/new community facility;</li> <li>- Land registration audit;</li> <li>- new HR contract;</li> <li>- incident response guidance;</li> <li>- data protection/communication assistance;</li> <li>- review of emergency plan;</li> <li>- Neighbourhood Plan.</li> </ul>		

Project Name		New tables and trolleys for upstairs		Project Number	92
Resolution No.	Funds	Date	Commentary		
<b><u>FC.86.01.26</u></b>	£10,000	28.04.26	An order has been placed for the purchase of phase 2 of this exercise. <b>The tables have now arrived, and being distributed along with the sale of old stock. NFA.</b>		

Project Name		Ridgewood Village Hall Car Park		Project Number	93
Resolution No.	Funds	Date	Commentary		
<b><u>FC.86.01.26</u></b>	£25,000	28.04.26	Formal tender process is due to commence shortly.		

## GENERAL PURPOSES FORWARD PLAN – 2026/27

STANDING ITEMS FOR GENERAL PURPOSES AGENDA	REPORT LEAD
Minutes from the last meeting	Chief Officer
Action list	Mgt Team
Project list	Mgt Team
Bills paid	Chief Officer
Bad Debts	Deputy Chief Officer
Income and expenditure reports	CO/Deputy CO
Buildings Update	F&C Manager
Health & Safety Update	Deputy CO/F&C Mgr
Member Audit reports	CO/Deputy CO
Reports from outside bodies	Councillor representatives
Draft lease agreements for consideration under confidential business	CO/F&C Mgr
Luxfords report	Hospitality Manager

DATE OF MEETING	DESCRIPTION OF AGENDA ITEM/REPORT	REPORT OFFICER
8 June 2026	To review the draft financial position for year ending 31 March 2026	Chief Officer
	End of Year Statement for Community Infrastructure Levy	Chief Officer
	Review and write off of any small under and overpayments	Deputy Chief Officer
	Consider the renewal of the Insurance contract for public liability, employer liability and vehicle insurances	Deputy Chief Officer
	Further updates relating to Article 10 – GDPR requirements	Chief Officer
	<b>CONFIDENTIAL BUSINESS</b>	
	Any outstanding lease arrangements	Chief Officer

DATE OF MEETING	DESCRIPTION OF AGENDA ITEM/REPORT	REPORT OFFICER
20 July 2026	Minutes and recommendations from Finance Sub Committee	Deputy Chief Officer
	Further updates relating to Article 10 – GDPR requirements	Chief Officer
	<b>CONFIDENTIAL BUSINESS</b>	
	Any outstanding lease arrangements	Chief Officer
	Minutes and recommendations from Personnel Sub Committee	Deputy Chief Officer

**Environment and Leisure Committee at 31 March 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Feb 26 Actuals £	Mar 26 Actuals £	Actuals at 31 Mar 26 £	Budget at 31 Mar 26 £	Budget 2025/26
<b>Sales</b>															
Contribution to Town Centre Security (4040)	0	0	0	0	491	0	0	0	0	0	0	6,810	7,301	610	610
Weald Hall Events (4050)	1,813	1,082	2,175	1,662	1,243	2,405	4,440	4,724	4,329	1,415	2,210	1,740	29,238	25,000	25,000
Allotments (4100)	5,855	357	162	102	43	105	0	34	0	78	46	0	6,782	9,000	9,000
Allotment Admin Charge (4102)	3,345	255	150	45	30	69	0	0	0	0	0	0	3,894	3,000	3,000
Allotment Deposits (4101)	316	104	380	52	52	104	0	52	0	106	104	0	1,270	2,000	2,000
Playing Fields & Pitches, Sport Income (4110)	0	117	325	176	336	136	3,697	0	108	0	15	11,590	16,499	20,000	20,000
Playing Fields & Pitches, Event Income (4120)	2,795	(560)	155	10	4,874	449	130	0	0	0	0	0	7,852	7,250	7,250
WDC- WPark Culverts Agreement (4123)	0	0	400	0	0	0	0	0	0	0	0	0	400	500	500
Vehicle and equipment disposal (4124)	0	0	700	0	0	0	0	0	7,000	0	0	11,000	18,700	0	0
ESCC Minibus parking income (4140)	0	0	0	0	400	0	400	400	400	400	400	400	2,800	0	0
Cemetery - Interments (4180)	620	5,310	2,885	5,260	0	862	2,235	2,865	4,190	8,370	6,060	1,080	39,737	37,000	37,000
Cemetery - Memorials (4181)	424	530	1,408	880	0	235	120	415	235	295	697	295	5,534	7,000	7,000
Cemetery - Sundry income (4182)	147	50	150	200	50	0	50	50	100	1,313	100	1,313	3,522	200	200
Cemetery Maintenance Charge (4183)	330	440	220	770	0	220	220	330	220	660	770	220	4,400	4,400	4,400
Memorial bench income	0	0	0	933	0	0	0	0	0	963	0	0	1,896	3,000	3,000
Farmers Market Income (4270)	90	75	45	0	0	0	90	90	45	0	120	105	660	720	720
Env Sundry Income (4275)	46	0	0	0	9	0	0	0	2	0	550	0	607	200	200
Litter/bus station (4295)	0	398	0	0	398	0	0	398	0	0	398	0	1,590	1,590	1,590
Eco EXPO (4370)	0	0	0	0	0	0	0	0	0	0	0	350	350	450	450
Weald on the Field (4387)	0	0	1,900	0	3,696	0	100	0	0	0	0	250	5,946	5,500	5,500
Roundabout income (4350)	0	0	864	0	0	0	0	0	0	0	0	0	864	864	864
Tree work contributions	0	0	0	0	375	0	0	0	0	0	0	0	375	0	0
<b>Total Sales</b>	<b>15,780</b>	<b>8,157</b>	<b>11,919</b>	<b>10,090</b>	<b>11,997</b>	<b>4,584</b>	<b>11,482</b>	<b>9,358</b>	<b>16,630</b>	<b>13,599</b>	<b>11,469</b>	<b>35,152</b>	<b>160,217</b>	<b>128,284</b>	<b>128,284</b>
<b>Grant funding</b>	<b>0</b>	<b>0</b>	<b>773</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>773</b>	<b>0</b>	<b>0</b>
<b>Purchases</b>															
Playing fields and pitches (5120)	2,185	1,890	1,485	3,558	1,708	1,635	6,367	1,424	(1,425)	372	0	976	20,176	17,500	17,500
Playing fields electricity (5122)	0	384	110	0	17	574	0	0	680	0	0	434	2,199	2,500	2,500
Play Area maintenance (5176)	0	52	271	458	169	0	0	0	3,739	0	458	1,596	6,742	8,000	8,000
Ground Maintenance General (5204)	351	1,089	1,854	433	366	737	662	667	134	436	155	304	7,188	7,500	7,500
General equipment repairs and hire (5201)	160	105	170	203	140	415	933	907	488	283	315	560	4,678	7,000	7,000
New Equipment and hire (5202)	0	854	1,101	37	330	1,905	574	1,847	0	7,845	545	8,390	23,428	6,500	6,500
Movana Vehicle (5279)	327	153	209	188	170	489	0	0	571	0	0	192	2,298	1,500	1,500
Ford Ranger (5271)	70	66	0	107	0	0	0	133	0	0	0	0	376	0	0
Tractor maintenance & running costs (5275)	92	224	285	541	65	0	203	65	130	0	0	0	1,606	2,150	2,150
Tractor attachments (5278)	156	0	0	0	172	125	0	0	0	0	0	0	453	0	0
Vehicle running costs (5263)	0	0	0	0	447	0	355	204	0	99	128	370	1,602	2,500	2,500
Vehicle PCP arrangements (5264, 5266, 5267)	940	940	940	1,410	1,475	1,410	1,410	1,410	1,410	2,105	1,410	1,410	16,268	7,500	7,500
Rainwater Harvester Maintenance (5283)	168	0	1,122	0	0	0	0	0	1,422	0	0	0	2,712	2,400	2,400
Grass cutting mower (5276)	75	0	0	0	15	0	0	0	0	0	0	0	90	1,500	1,500
Allotments (5100)	101	962	96	1,576	130	123	756	2,022	278	(145)	486	105	6,491	3,500	3,500
LNRS & Sites of Interest (Working budget) (5231)	85	74	1,350	20	28	703	0	1,375	0	110	0	16	3,760	4,000	4,000
Litter bins (5295)	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
Litter collection, open spaces (5296)	783	881	914	1,077	1,273	1,277	1,095	849	800	899	521	744	11,113	11,000	11,000
Repair and replace street furniture (5375)	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
Signage outside areas (5330)	0	0	456	109	0	0	0	0	0	0	0	0	565	1,000	1,000
Protective - Outdoor staff (5058)	367	33	0	1,768	60	0	0	33	0	1,277	69	0	3,606	2,000	2,000
Fencing (5280)	55	190	110	194	0	0	0	0	0	0	0	0	549	3,000	3,000
Horticulture (5299)	0	0	0	0	0	0	138	0	31	0	77	0	169	300	300
Trees (5285)	900	900	900	1,650	1,000	2,745	840	1,350	900	1,800	2,350	2,075	17,410	11,000	11,000
HMLNR & WPLNR (5033)	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
Weald Hall Events (5300)	1,085	1,000	1,808	5,411	0	1,774	1,300	10,912	4,906	0	2,180	950	31,325	15,000	15,000
Performing rights (5301)	0	0	0	0	0	0	751	0	0	515	0	0	1,266	2,000	2,000
Event Advertising Marketing (5302)	1,052	158	490	414	568	794	155	154	149	83	167	109	4,293	3,000	3,000
Weald on the Field (5078)	0	600	300	4,238	7,741	0	0	0	0	0	0	0	12,878	11,500	11,500
Town Security/CCTV (5370)	1,899	178	89	84	88	387	74	77	83	86	86	78	3,210	2,900	2,900
Floral displays (5373)	0	2,837	0	(215)	564	564	0	0	0	0	0	0	3,750	3,750	3,750
Tesco roundabout Floral display (5379)	0	779	0	0	0	0	0	0	0	0	0	0	779	750	750
Cemetery, grave digging (5181)	0	960	320	1,280	320	0	640	0	1,040	2,320	320	400	7,600	6,000	6,000
Cemetery, rates & water (5180)	143	115	115	134	115	379	403	378	378	412	0	0	2,573	1,500	1,500
Cemetery, litter (5182)	278	222	222	278	222	296	339	222	259	521	190	317	3,367	3,000	3,000
Cemetery, maintenance (5186)	0	0	0	0	1,088	0	0	0	0	217	49	105	1,459	200	200
Cemetery sundries (5183)	0	0	12	0	0	0	0	0	0	0	0	0	12	0	0
Memorial benches (5188)	0	0	0	0	0	0	874	0	0	763	0	0	1,636	0	0
Street lights, supply & maintenance (5080)	0	0	0	0	0	0	0	0	0	0	0	9,124	9,124	12,000	12,000
Street light repairs (5081)	1,441	4,738	0	3,163	0	0	669	0	1,424	0	755	11,232	23,422	15,000	15,000
Bus shelters (5086)	0	886	0	0	0	0	0	0	0	0	0	0	886	1,000	1,000
Repairs to Holy Cross Churchyard (5051)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Please note that the Weald Hall Events income and expenditure includes reimbursement of ticket sales, managed by the Town Council for a fee.

**Environment and Leisure Committee at 31 March 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Feb 26 Actuals £	Mar 26 Actuals £	Actuals at 31 Mar 26 £	Budget at 31 Mar 26 £	Budget 2025/26
Groundsmen - salaries (5360)	13,497	12,518	12,382	13,333	15,495	13,929	13,438	13,929	16,028	15,278	15,277	15,277	170,380	194,922	194,922
Groundsmen - National insurance (5361)	1,649	1,483	1,482	1,625	1,949	1,714	1,640	1,714	2,029	1,916	1,900	1,900	21,002	27,935	27,935
Groundsmen - Pension (5362)	3,216	2,788	2,801	2,801	3,310	2,891	2,891	2,975	3,222	3,574	3,552	3,552	37,574	45,473	45,473
LNRS & Sites of Interest (Ranger) (5230)	2,818	2,818	2,818	2,818	3,624	2,910	2,910	3,395	2,389	2,815	2,815	2,815	34,946	31,310	31,310
CCTV Upgrade (5047)	0	0	0	0	0	0	0	0	2,469	0	6,317	0	8,786	0	0
<b>Total Purchases</b>	<b>33,895</b>	<b>40,879</b>	<b>34,213</b>	<b>48,690</b>	<b>42,647</b>	<b>37,775</b>	<b>39,418</b>	<b>46,040</b>	<b>43,532</b>	<b>43,580</b>	<b>40,122</b>	<b>63,030</b>	<b>513,746</b>	<b>483,590</b>	<b>483,590</b>

**New initiatives 2025/26**

Artificial Cricket Pitch Resurfacing (5039)	6,788	0	0	0	0	0	0	0	0	0	0	0	6,788	7,000	7,000
Football Pitch Maneouvrable posts (5032)	0	0	10,000	0	0	0	0	0	0	0	0	0	10,000	10,500	10,500
Full football pitch renovations (5120)	0	28,983	0	1,030	0	0	0	0	0	0	0	0	30,013	29,000	29,000
Welfare facilities for Harlands (5165)	0	0	0	0	0	0	0	1,149	0	178	280	0	1,607	12,000	12,000
D Day Anniversary activities (5209)	100	1,029	0	0	0	0	0	0	0	0	0	0	1,129	1,420	1,420
New Ride on Mulcher (Yr 2) Grillo Brushcutter (5272)	480	480	480	480	926	480	480	480	480	480	480	480	6,201	5,500	5,500
New Top Handled Chainsaw (didn't purchase)	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
New tractor (Yr 2) (5268)	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,233	0	0	0	10,536	15,000	15,000
<b>Total new initiatives 2025/26</b>	<b>8,531</b>	<b>31,654</b>	<b>11,643</b>	<b>2,673</b>	<b>2,089</b>	<b>1,643</b>	<b>1,643</b>	<b>2,792</b>	<b>1,713</b>	<b>658</b>	<b>760</b>	<b>480</b>	<b>66,274</b>	<b>81,420</b>	<b>81,420</b>

**Earmarked reserves expenditure covering above expenditure (in progress)**

Nominal code recorded on Sage													Earmarked reserve to be taken from		
Ash dieback works (5286)	3,677	1,650	1,650	0	300	1,200	1,030	0	0	0	0	0	9,507	£9507 from Ash dieback	
Conservation and wildlife monitoring (5038)	0	0	0	0	0	3,570	0	0	0	4,320	0	0	7,890	£7890 from Conservation and Wildlife mon	
Play Area Upgrades (5175)	0	0	0	0	0	0	125,002	0	0	0	0	0	125,002	£81,525 from Play Area Upgrades & Victoria £17909.27 from S106 agreement College Place £25,567.81 from Community Infrastructure Levy	
Vehicle replacement (5099) (overspend from above rev)	0	0	0	0	0	0	0	0	0	0	0	0	8,768	£8768 from Grounds Vehicles	
Iseke Mower (Yr 1 replacement) Grillo Mower FD900 (5285)	912	1,510	787	787	787	787	787	787	787	787	787	787	10,296	£10296 Grounds mach & equipment	
Luxford Field Project (5125)	0	0	1,251	0	0	1,476	0	0	0	0	0	0	2,728	£2728 from Community Safety initiatives	
Climate Change Initiatives (5298)	0	0	0	0	0	0	0	3,700	0	0	0	0	3,700	£3700 from Climate Change Initiatives	
Our Parks (5164)	0	0	0	0	0	0	0	0	0	1,280	0	0	1,280	£1280 from Sports & Recreational Impr	
Cemetery maintenance (5186)	0	0	0	0	0	0	0	0	3,487	0	0	0	3,487	£3487 from Snatts Road Cemetery & Cem	
Osborn Hall Car Park (5076)	0	0	0	0	0	0	36	0	0	0	0	0	36	£36 from Car Park Improvements	
Streetlighting (5081) overspend	0	0	0	0	0	0	0	0	0	0	0	0	8,422	£8422 from Streetlighting	

**GP Committee at 31 March 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Feb 26 Actuals £	Mar 26 Actuals £	Actuals at 31 Mar 26 £	Budget at 31 Mar 26 £	2025/26 Budgets
<b>Sales</b>															
Training and Administration (4410)	575	0	300	140	290	0	0	305	10	0	300	0	1,920	400	400
Festive Light Income (4530)	0	0	0	0	0	0	0	0	2,000	0	0	0	2,000	3,000	3,000
Bank Interest - Business Reserve (4580)	106	790	653	491	176	87	444	174	240	134	59	106	3,460	6,000	6,000
Bank Interest - Capital Reserve (4581)	1,371	1,188	1,231	1,231	1,521	1,682	1,618	1,440	1,549	1,381	1,292	1,234	16,738	20,000	20,000
Interest Misc. (Fixed Rate Bond) (4583)	0	0	0	14,076	0	0	3,201	0	0	0	0	0	17,277	14,076	14,076
Interest Misc. (4402)	0	0	0	0	0	0	0	0	0	11	0	0	11	0	0
Civic Centre (4610-4676)	7,731	10,180	6,980	12,473	10,890	7,933	15,700	9,558	8,182	8,768	9,814	2,109	110,318	134,450	134,450
Feed-in Tariff Payments (4677)	0	0	2,629	0	0	2,442	0	0	584	0	0	0	5,655	7,500	7,500
Quickborn Suite rent (4690)	750	750	750	750	750	750	750	750	750	750	750	750	9,000	9,000	9,000
West Park Pavilion (4710)	0	0	1,254	0	0	2,186	166	0	1,750	164	0	1,137	6,656	7,200	7,200
Victoria Pavilion (4719-4723)	958	875	1,091	927	875	941	890	930	886	2,011	941	1,339	12,663	15,850	15,850
RHI - C.Centre Boiler (4724)	8,105	0	0	534	0	0	0	0	0	3,864	0	158	12,661	11,000	11,000
Victoria Storage Garages (4726)	0	0	0	0	0	0	0	0	50	0	0	0	50	350	350
Cemetery Chapel workshop (4730)	0	0	0	0	0	0	0	0	0	0	0	0	0	6,000	6,000
Foresters Hall (4760-4762)	433	1,879	904	2,721	1,433	372	2,288	2,417	1,614	1,379	2,540	2,071	20,051	18,125	18,125
Foresters Chapel (4770)	288	0	0	0	0	288	288	0	0	288	0	0	1,150	1,150	1,150
2a Vernon Road, rent (4771-4773)	775	775	775	775	775	775	775	800	800	800	800	800	9,425	9,300	9,300
Signal Box (4775 & 4776)	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
Osborn Hall (4780)	0	0	0	0	771	0	0	0	100	0	0	0	871	900	900
Ridgewood Village Hall (4781)	0	0	0	0	0	0	0	0	0	0	2,063	0	2,063	2,100	2,100
Bridge Cottage (4783)	0	0	0	0	0	0	3,463	0	0	1	0	0	3,464	4,965	4,965
The Source & Com Fridge (4795&98)	0	0	883	0	0	738	71	0	756	262	200	1,791	4,700	5,550	5,550
Town Crier (4436)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Toilet Scheme (4673)	0	525	0	0	525	0	0	525	0	0	525	0	2,100	1,220	1,220
Wealden Lottery grant funding (4534)	13	13	10	17	13	13	15	10	13	15	10	13	153	0	0
<b>Total Sales</b>	<b>21,103</b>	<b>16,974</b>	<b>17,459</b>	<b>34,134</b>	<b>18,018</b>	<b>18,205</b>	<b>29,669</b>	<b>16,909</b>	<b>19,285</b>	<b>19,826</b>	<b>19,294</b>	<b>11,507</b>	<b>242,385</b>	<b>281,136</b>	<b>281,136</b>
<b>Purchases</b>															
Administration (5410/5412-13/5415-16)	2,152	1,436	992	2,381	1,368	2,079	1,647	2,163	1,275	1,791	1,799	1,124	20,207	13,800	13,800
General Advertising (5420)	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250
Recruitment Advertising (5425)	0	0	0	0	0	0	0	0	0	0	59	0	59	750	750
Data protection (5428)	0	0	0	495	0	0	105	0	0	0	73	0	673	0	0
Office Equipment/Computers (5430)	1,202	2,032	4,267	976	1,702	1,785	2,034	1,004	1,012	1,287	1,235	1,193	19,727	17,000	17,000
Hospitality (5435)	41	10	3	0	41	102	56	46	7	0	19	106	431	175	175
Health & Safety (5455)	1,940	71	72	0	125	273	171	72	314	12	0	0	3,049	2,750	2,750
Insurances (5460)	0	9,743	0	0	0	0	41,664	0	0	0	0	0	51,407	49,000	49,000
Public Works Loan Costs	0	0	0	19,153	0	0	0	0	0	19,153	0	0	38,306	38,100	38,100
Mayor's Allowance (5465)	0	0	581	0	0	503	0	0	503	0	0	591	2,179	2,086	2,086
Grants Section142 (WCA SLA) (5480)	0	11,500	0	0	0	0	11,500	0	0	0	0	0	23,000	23,000	23,000
Grants - Power of Competence (5485)	0	17,450	0	0	0	0	4,550	0	0	0	0	0	22,000	22,000	22,000
Wealden Volunteering SLA (5487)	0	2,250	0	0	2,250	0	0	2,250	0	0	2,250	0	9,000	9,000	9,000
Clothing - Corp & Prot (5490)	0	0	157	310	0	31	65	0	0	248	0	0	811	300	300
Internal Audit Fees (5494)	0	0	965	0	0	0	757	0	0	0	0	757	2,478	2,100	2,100
(External) Audit Fees (5495)	0	0	0	0	0	2,100	0	0	0	0	0	0	2,100	2,200	2,200
Accountant fees (5475)	0	0	3,750	0	0	0	0	0	0	0	0	0	3,750	5,500	5,500
Professional Fees (5497)	1,935	0	1,604	180	3,664	349	695	3,309	1,505	499	2,480	1,377	17,597	11,000	11,000
Festive Lights (5530)	0	0	0	0	0	0	4,540	0	0	14,050	0	781	19,371	16,000	16,000
Festive Light Electricity (5532)	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
Office Staff - Salaries (5540)	22,419	22,395	22,519	22,493	26,746	24,154	24,414	24,098	24,064	23,937	24,111	23,954	285,304	311,468	311,468
Office Staff - National Insurance (5541)	2,894	2,890	2,909	2,905	3,543	3,148	3,168	3,133	3,142	3,120	3,146	3,122	37,119	40,345	40,345
Office Staff - Pensions (5542)	4,506	4,501	4,526	4,521	5,376	4,847	4,874	4,827	4,839	4,794	4,844	4,812	57,268	62,605	62,605
Members Allowances/Expenses (5543 - 45)	0	0	3,517	0	0	3,662	0	0	3,662	0	0	3,713	14,553	14,979	14,979
Newsletter (5577)	400	400	400	400	400	400	400	400	400	400	539	400	4,939	5,100	5,100
Bank Charges (5581)	73	70	79	78	73	78	73	66	66	56	64	103	879	960	960
Civic Centre Running Costs (5609-5660)	6,063	10,526	6,370	7,419	9,783	14,437	7,203	6,448	9,469	9,460	11,748	12,787	111,713	107,850	107,850
Defibrillators (5631)	0	795	0	0	0	0	0	0	0	0	0	0	795	0	0
Caretakers - Salaries (5860)	7,872	9,462	8,283	8,069	10,582	8,418	9,801	7,940	7,994	8,926	8,000	7,418	102,767	96,758	96,758
Caretakers - National Insurance (5861)	792	1,043	865	835	1,166	887	1,095	860	885	1,021	886	799	11,134	10,014	10,014
Caretakers - Pension (5862)	1,124	1,332	1,163	1,117	1,407	1,175	1,503	1,238	1,278	1,534	1,471	1,335	15,677	19,448	19,448
Casual caretakers (5686)	112	235	104	0	424	211	227	329	554	498	614	651	3,958	10,000	10,000
West Park (5711/5713/5716)	0	147	620	0	326	343	0	1,068	338	380	311	305	3,837	2,500	2,500
Victoria Pavilion (5721-23/5725-26)	1,730	1,253	2,904	3,470	867	3,399	2,154	1,295	1,218	2,872	1,553	2,172	24,887	23,300	23,300
Cemetery Buildings (5730-5732)	110	118	109	109	89	86	0	20	58	37	202	19	958	1,675	1,675
Signal Box (5735 & 5755)	217	326	304	302	302	302	371	271	309	374	154	75	3,307	2,500	2,500
The Source & Com Fridge (5743 & 5744)	709	808	1,020	599	871	838	794	(16)	1,084	0	420	677	7,804	3,750	3,750
Foresters Hall (5760-5766)	999	437	2,830	1,032	949	2,277	460	862	1,152	1,103	488	1,489	14,079	11,125	11,125

**GP Committee at 31 March 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Feb 26 Actuals £	Mar 26 Actuals £	Actuals at 31 Mar 26 £	Budget at 31 Mar 26 £	2025/26 Budgets
2a Vernon Road (5772 and 5774)	0	0	0	0	100	75	0	35	0	0	0	0	210	1,000	1,000
Subscriptions (5793)	3,336	184	0	651	730	0	0	0	0	77	704	120	5,802	5,750	5,750
Training (5794)	2,413	1,525	220	382	0	568	50	1,368	0	39	0	0	6,563	7,000	7,000
WPA Top Up (5547)	163	(387)	734	212	(338)	758	220	(295)	750	(295)	121	703	2,344	3,468	3,468
All Building Cleaning Materials (5750)	182	204	264	172	483	421	957	391	161	526	40	272	4,073	2,750	2,750
<b>Total Purchases</b>	<b>63,383</b>	<b>102,757</b>	<b>72,131</b>	<b>78,259</b>	<b>73,028</b>	<b>77,707</b>	<b>125,546</b>	<b>63,182</b>	<b>66,040</b>	<b>95,897</b>	<b>67,330</b>	<b>70,855</b>	<b>956,116</b>	<b>959,856</b>	<b>959,856</b>

**New initiatives 2025/26**

Building Maintenance Fund (5778)	0	30,587	2,400	3,873	1,240	0	0	0	0	2,450	0	0	40,550	55,000
Office reconfiguration (2024/25 BMF Project) (5778)	0	0	298	0	0	0	0	3,324	5,440	228	0	0	9,289	10,000
Upgrade of mayoral chain	0	0	0	0	0	0	0	0	0	0	0	0	0	750
Professional expertise	0	0	0	0	0	0	0	0	0	0	0	0	6,597	30,000
New parish noticeboards	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	11,000

**56,436      108,750**

**Earmarked reserves**

<b>Nominal code recorded on Sage</b>													<b>Earmarked reserve to be taken from</b>	
EICR Remedials and Inspections (5781)	4,730	12,610	0	0	0	0	0	0	0	0	0	0	17,340	£17340 Building Maintenance Fund
Elections (5470)	0	0	0	0	0	0	0	0	9,987	0	0	0	9,987	£9987 Elections
Civic Centre (Tables) (5675)	0	10,305	0	0	0	0	0	0	0	0	0	0	10,305	£10205 Civic Centre
Signal Box (5735)	0	0	0	0	0	0	0	7,188	14,500	120	0	8,000	29,808	£29808 Building Reconfig & Ren
Ridgewood Car Park remedials (5778)	0	0	0	0	0	13,167	0	0	0	0	0	0	13,167	£13167 Car Park Improvements





**Luxfords at 31 March 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Feb 26 Actuals £	Mar 26 Actuals £	Actual Total at 31 Mar 26	Total Budget at 31 Mar 26	2025/26 Budgets
<b>Sales</b>															
Restaurant Food Sales	13,933	15,132	12,814	14,159	14,798	14,656	21,553	16,765	15,789	15,125	15,316	17,097	187,138	175,000	175,000
Restaurant Bar Sales	687	916	1,020	680	804	842	1,170	754	1,421	603	581	632	10,109	12,500	12,500
Function Food Sales	2,046	3,777	2,370	1,825	1,999	6,363	8,512	4,063	2,664	3,773	2,469	2,884	42,746	37,500	37,500
Function Bar Sales	1,498	1,355	2,514	1,582	0	1,911	1,343	1,351	1,565	1,647	1,009	1,721	17,496	27,500	27,500
Hire of Urn	53	138	15	60	103	53	133	0	38	20	85	13	708	1,600	1,600
Hire of Luxfords Restaurant	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
Sundry Income	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
Fundraising events	0	0	0	0	0	0	0	0	0	25	0	0	25	0	0
<b>Total Sales</b>	<b>18,217</b>	<b>21,318</b>	<b>18,734</b>	<b>18,306</b>	<b>17,704</b>	<b>23,825</b>	<b>32,711</b>	<b>22,933</b>	<b>21,476</b>	<b>21,193</b>	<b>19,459</b>	<b>22,348</b>	<b>258,223</b>	<b>255,600</b>	<b>255,600</b>
<b>Total stock held: Bar</b>													<b>2,615</b>	<b>April Stocktake</b>	
<b>Total stock held: Food</b>													<b>2,327</b>	<b>(17/04/26)</b>	
<b>Purchases</b>															
Food Purchases	4,960	6,070	4,650	5,349	4,705	7,043	7,442	5,386	6,558	5,133	5,182	6,433	68,910	59,500	59,500
Bar Purchases - non-alcoholic	456	235	425	550	141	182	352	129	289	191	268	0	3,219	4,000	4,000
Bar purchases - alcoholic	671	426	1,214	387	190	258	870	312	454	422	636	577	6,415	7,000	7,000
Consumables	263	267	130	366	122	368	347	130	199	117	222	254	2,783	2,200	2,200
Cleaning	0	0	12	38	7	87	48	147	19	26	21	94	498	1,000	1,000
Maintenance & Repairs	0	0	218	731	594	396	0	0	763	228	109	96	3,134	2,000	2,000
Equipment - New/Replacements	75	25	53	75	517	66	0	75	371	802	38	(333)	1,688	1,800	1,800
Equipment Hire	0	0	0	0	0	0	0	0	0	0	0	0	0	1,200	1,200
Rates	723	724	724	724	724	724	724	724	724	724	0	0	7,234	7,200	7,200
Electricity	0	3,737	40	1,256	844	791	891	1,129	1,033	1,049	1,068	982	12,820	9,500	9,500
Gas	156	296	334	0	236	231	161	162	143	125	203	877	2,923	3,700	3,700
Water	340	0	0	475	0	0	355	0	0	28	0	0	1,197	1,600	1,600
Refuse Collection	263	179	222	259	227	314	336	218	276	250	275	372	3,190	2,600	2,600
Stocktaking	230	0	0	230	0	0	0	230	0	230	0	0	920	1,200	1,200
Uniforms/Protective clothing	32	0	0	39	168	0	0	0	0	0	12	0	250	250	250
Salaries	9,964	13,665	11,420	11,504	14,783	11,047	14,322	9,811	10,254	11,927	10,889	11,109	140,694	138,440	138,440
National Insurance	954	1,428	1,099	1,101	1,623	1,068	1,554	963	1,012	1,262	1,057	1,090	14,210	12,585	12,585
Pension	1,883	2,614	2,171	2,128	2,816	2,107	2,726	1,896	1,976	2,282	2,047	2,102	26,748	25,213	25,213
Casual wages	1,684	1,818	2,778	1,537	1,723	1,378	2,006	1,604	1,395	1,487	686	1,211	19,306	12,000	12,000
Credit charges	157	174	164	157	148	167	227	188	186	177	181	200	2,126	1,800	1,800
<b>Total Purchases</b>	<b>22,808</b>	<b>31,658</b>	<b>25,651</b>	<b>26,905</b>	<b>29,568</b>	<b>26,225</b>	<b>32,360</b>	<b>23,028</b>	<b>25,650</b>	<b>26,460</b>	<b>22,893</b>	<b>25,062</b>	<b>318,266</b>	<b>294,788</b>	<b>294,788</b>

New description of earmarked reserves:	Which previous ER lines did this include:	Year end total	Carry forwards agreed at GP Committee May 2025 from 2024/25	Amount to add from Jan 25 Full Council ER reallocations and budget adoption Jan 2025	CIL income during financial year	Expenditure during financial yr	Current total as at 31 Mar 2026	Notes
		As at 31 Mar 2025						
Ash Dieback	Ash dieback	22,594.08	0.00	12,500.00	0.00	9,507.00	25,587.08	Expenditure related to Ash dieback works in 2025-26 from nominal code 5286.
Branding and communications	Upgrading noticeboards - 3210	2,000.00	0.00	0.00	0.00	0.00	2,000.00	£2k is allocated of these funds for the CC front sign.
Building Maintenance	Building Maintenance Fund - 3201	198,512.01	0.00	57,500.00	0.00	67,179.00	188,833.01	Expenditure from 5778 (2025/26 Building Maintenance Fund New Init of £40550), Office reconfig (BMF from 2024/25 of £9289) and EICR Remedials and inspections (£17340).
	Improve internal decoration of Vpavilion							
Building Reconfiguration and Renovation	Foresters New Front doors -	50,221.53	10,000.00	0.00	0.00	29,808.00	30,413.53	Expenditure on Signal Box refurb (from 5778 and 5735)
	West Park Pavilion scheme - 3227							
Car Park improvements	Signal Box refurbishment - 3192	30,273.00	0.00	0.00	0.00	13,203.00	17,070.00	Expenditure on Osborn Hall Car Park (5076) and Ridgewood Car Park (under 5778)
	Resurface Osborn Hall Car Park - 3221							
Civic Centre	Ridgewood Car Park - 3172	65,936.38	10,000.00	3,500.00	0.00	10,305.00	69,131.38	Expenditure on new tables for ground floor of Civic Centre (5675)
	Weald Hall Floor - 3177							
	Weald Hall Replacement backdrops -							
	Civic Centre lift upgrade							
	Air con units for Civic Centre							
Climate Change Initiatives	Ventilation for CT reconfiguration	21,718.38	0.00	0.00	0.00	3,700.00	18,018.38	Installation of EV Charging point in Source Car Park (5298)
	Security upgrade for Civic Centre							
	Climate Change Initiatives							
	Green Projects							
Community Infrastructure Levy	Tree planting	190,415.12	0.00	0.00	150,403.43	25,567.76	315,250.79	Funds received in October of £49,177.58. Funds received April 2026 for period Oct to Mar 26 of £101,225.85. Expenditure used towards cost of Victoria Play Area upgrade and Hempstead Rec CoCo swing installation of £25,567.76 (5175).
	Climate Change Carbon Emission projects							
Community Initiatives	Community Infrastructure Levy - 3222	830.50	0.00	0.00	0.00	0.00	830.50	
	Dementia Training - 3215							
	Weald on the Field - 3219							
	General Power of Competence -							
Community safety initiatives	Twinning Hospitality - 3230	5,199.64	0.00	0.00	0.00	2,728.00	2,471.64	Expenditure on Luxford Field pillar light improvements (5125)
	CCTV Replacement Programme - 3136							
Conservation and wildlife monitoring	Speed reduction - 3220	500.00	700.00	8,000.00	0.00	7,890.00	1,310.00	Expenditure related to wildlife appraisals commissioned in 2025-26 (5038)
	Boothland Wood - 3165							
Elections	HMLNR (&WPLNR donation) - 3121	22,858.87	0.00	1,500.00	0.00	9,987.00	14,371.87	Expenditure for 2025 by-election (5470)
Future land purchases/expansion	Elections - 3169	2,000.00	0.00	0.00	0.00	0.00	2,000.00	
Grounds machinery and equipment	Future land expansion (Snatts & HMLNR)	9,699.23	0.00	3,000.00	0.00	10,296.00	2,403.23	Expenditure on Grillo Mower as planned (5285)
	New Ride on Mulcher and Tractor							
	Hedgecutters							
Grounds vehicles	DR Hand Mower	19,717.50	0.00	5,000.00	0.00	8,768.00	15,949.50	Expenditure from PCP payments on new grounds vehicles ((5264, 5266, 5267)
	lzeke mower							
Luxfords Restaurant	Vehicle replacement - 3141	0.00	0.00	0.00	0.00	0.00	0.00	
	Coffee machines in luxfords bar							
Office administration, IT and training	Luxfords New Dishwasher	2,349.00	0.00	0.00	0.00	0.00	2,349.00	
	Data Protection - 3228							
	Upgrade of IT systems - 3142							
	Civic Centre booking system -							
Old Timbers Lane Maintenance	Training - 3143	16,750.00	0.00	0.00	0.00	0.00	16,750.00	Has to be set aside for this purpose only.
	Old Timbers Lane Maintenance - 3111							
	Fencing - 3199							
	Litter Bins Policy - 3178							
	Street furniture repair/replace - 3193							

**EARMARKED RESERVES (31 Mar 2026)**

Open spaces and street furniture	East Sussex CC Verge cutting cont	5,113.53	500.00	0.00	0.00	0.00	5,613.53	
	Covid memorial bench -							
	Wildflowers and horticulture							
	Donation for street furniture - 3122							
Play Area Upgrades	Play Area Enhancements - 3185	81,525.00	0.00	20,000.00	0.00	81,525.00	20,000.00	Used for Victoria Play Area upgrade with the S106 agreement funds in 2025 and Hempstead Rec CoCo swing (5175).
	Upgrading Vic Pleasure Grnd Facilities -							
Professional expertise	Professional fees - 3131	1,507.00	0.00	5,000.00	0.00	0.00	6,507.00	
Public Conveniences	Public Conveniences - 3176	30,000.00	0.00	0.00	0.00	0.00	30,000.00	Has to be allocated to Public Convenience project.
S106 agreements and deeds of easements	Section 106 agreements - 3135	17,909.37	0.00	0.00	0.00	17,909.37	0.00	Used for payment of Vic Play Area upgrade (5175)
	Ridgewood Watercourse maintenance	5,000.00	0.00	0.00	0.00	0.00	5,000.00	Has to be allocated to watercourse (Eastb Rd development)
Snatts Road Cemetery and Cemetery Wall	Geophysical survey of Cemetery	8,145.00	0.00	0.00	0.00	3,487.00	4,658.00	Expenditure on clearance and improvement works to cemetery (5186)
	Cemetery enhancement - 3173							
Sports pitch and recreational improvements	Playing fields & pitches - 3229	14,357.17	0.00	0.00	0.00	1,280.00	13,077.17	Expenditure on extension of Our Parks Initiative (5164)
	Ridgewood Rec Ground levelling - 3189							
	Skate park peripheral area - 3117							
	Pitch Improvements Works							
Streetlighting	Seat, signage for tennis courts - 3207	27,965.43	0.00	0.00	0.00	8,422.00	19,543.43	Expenditure on streetlighting replacements (5081)
	Streetlight timers - 3174							
	Streetlight replacement SOX lanterns - 3224							
Town Centre Regeneration Masterplanning	Streetlighting repairs	101,500.00	0.00	0.00	0.00	0.00	101,500.00	As a bare minimum we must ensure £50k remains allocated for the Joint Committee Master Plan Work, by the Uckfield Joint Regeneration Committee with ESCC and WDC.
	Consultants Town Centre - 3159							
	Joint Committee Master Plan Work - 3202							
Tree works	White Rails Improvements - 3125	0.00	0.00	7,500.00	0.00	6,410.00	1,090.00	Expenditure to address overspend on tree works (5285)
	Tree works - 3118							
TOTAL		954,597.74	21,200.00	123,500.00	150,403.43	317,972.13	931,729.04	

## Meeting of the General Purposes Committee

Monday 8 June 2026

### Agenda item 5.3

#### **TO NOTE THE END OF YEAR STATEMENT OF COMMUNITY INFRASTRUCTURE LEVY FUNDING FOR 2025/26**

##### **1.0 Summary**

- 1.1 This report provides an update to members of the funds received through Community Infrastructure Levy receipts in the financial year 2025/26.
- 1.2 The Community Infrastructure Levy (CIL) is a charge that local authorities (in this case Wealden District Council as the local planning authority) can set on new development in order to raise funds to help fund the infrastructure, facilities and services - such as schools or transport improvements - which are needed to support new homes and businesses in the areas.
- 1.3 The Town Council is required each year to report on the funds received through these developer contributions and the way in which the funds are being spent. This information then has to be formally provided to Wealden District Council.
- 1.4 Previously the Town Clerk has sought advice on what the funding could be spent on. It was advised that any funds received should be spent on:

“The meaningful proportion of CIL monies given to the local parish and town councils can be spent on anything which will help to mitigate the impact of the development on the town or parish – considered to be a form of infrastructure.

Specific advice given by the government on the way in which CIL must be used, states:

*“The levy can be used to fund a wide range of infrastructure, including transport, flood defences, school and education facilities, hospitals (medical facilities), and other health and social care facilities (as per section 216(2) of the Planning Act 2008.*

*The definition allows the levy to be used to fund a very broad range of facilities such as play areas, parks and green spaces, cultural and sports facilities, academies and free schools, district heating schemes and police stations and other community safety facilities. This flexibility gives local areas the opportunity to choose what infrastructure they need to deliver their relevant Plan.*

*The levy is intended to focus on the provision of new infrastructure and should not be used to remedy pre-existing deficiencies in infrastructure provision unless those deficiencies will be made more severe by new development*

*The levy can be used to increase the capacity of existing infrastructure or to repair failing existing infrastructure, if that is necessary to support development.*

- 1.5 In previous years, CIL funding has been used for streetlighting repairs. Although an incredibly important element of the town’s infrastructure, there are a number of other facilities such as our sport, play and recreational facilities that require investment.
- 1.6 The income received through CIL was fairly low in 2025/26 as we were able to utilise existing revenue and earmarked reserves for larger works. We have however allocated a large sum of the CIL currently sat within our earmarked reserves for major projects such as the new 3G pitch. This is due to be spent within the financial years of 2026/27 and 2027/28.

## **2.0 Recommendations**

2.1 Members are asked to:

- (i) note the income received in 2025/26 through Community Infrastructure Levy Funding, and;
- (ii) note the expenditure of Community Infrastructure Levy funding in 2025/26.

**Contact Officer:** Holly Goring

### **Appendices:**

Appendix A: Community Infrastructure Levy Statement 2025/26

**CIL Monitoring Report (Regulation 121B) 1st April 2025 – 31st March 2026**  
**Uckfield Town Council**

**(a) CIL receipts retained**

	<b>£Sum</b>
CIL receipts from previous years kept at the beginning of the reported year.	£38,699.81

**(b) CIL receipts received during the reporting year 2025/2026**

	<b>£Sum</b>
April 2025	£153,385.09
October 2025	£49,177.58
Total CIL receipts received for reporting year.	£202,562.67

**(c) Summary details of CIL expenditure during the reported year**

<b>Infrastructure expenditure items</b>	<b>Criteria (A) or (B) <sup>1</sup></b>	<b>The total cost of the project (£)</b>	<b>CIL contribution to the project (£)</b>	<b>Details on any additional funding if required to complete the project</b>
Complete upgrade of Victoria Play Area and replacement of zip wire for new Coco Swing at Hempstead Play Area, Uckfield	(A)	£125,002.18	£25,567.81	The project was funded by the following: (1) £81525.00 (UTC Earmarked reserves – savings over 2-3 years) (2) £17,909.37 (S106 agreement from College Place) and (3) £25,567.81 Community Infrastructure Levy

**(d) CIL expenditure**

	<b>£Sum</b>
Total CIL Expenditure during reporting year 2025/2026	£25,567.81

<sup>1</sup> Please state the item of infrastructure to which the above payment relates in accordance with this criteria;  
 a) The provision, improvement, replacement, operation or maintenance of infrastructure or  
 b) Anything else that is concerned with addressing the demands that development places on an area.

### (e) CIL receipts retained

	£Sum
CIL receipts for the previous year's kept at the end of the reported year.	£13,132.00
CIL receipts for the reported year kept at the end of the reported year.	£215,694.67

### (f) Notices received from the charging authority (Wealden District Council)

	£Sum
(i) The total value of CIL receipts subject to notices served in accordance with regulation 59E during the reported year.	£
(ii) The total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year.	£

### Guidance Notes

Regulation 121B (1) of the Community Infrastructure Regulations 2010 (as amended) requires a Parish / Town council to prepare a report for any financial year ("the reported year") in which it receives CIL receipts.

Regulation 121B (2) sets out what the report must include. The tables above reflect these requirements. The report must include:

- (a) CIL receipts retained - CIL receipts from previous years retained at the beginning of the reported year.
- (b) CIL receipts received during the reporting year - The total CIL receipts for the reported year.
- (c) Summary details of CIL expenditure during the reported year - Summary details of CIL expenditure during the reported year.
- (d) CIL expenditure - The total CIL expenditure for the reported year;
- (e) CIL receipts retained
  - (i) CIL receipts for the previous year's kept at the end of the reported year.
  - (ii) CIL receipts for the reported year kept at the end of the reported year.
- (f) Notices received from the charging authority (Wealden District Council)
  - (i) Details of any notices received in accordance with regulation 59E, including the total value of CIL receipts subject to notices served in accordance with regulation 59E<sup>2</sup> during the reported year.
  - (ii) The total value of CIL receipts subject to a notice served in accordance with regulation 59E in any year that has not been paid to the relevant charging authority by the end of the reported year.

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<sup>2</sup> If a parish council has failed to spend CIL funds passed to it within 5 years of receipt, or has applied the funds not in accordance with the Regulations then the District Council can serve a notice on the Town or Parish Council requiring it to repay some or all of the receipts passed. The District Council will be required to spend any recovered funds in the Town or Parish council area.

Mrs Sarah D'Alessio  
Uckfield Town Council  
UCKFIELD CIVIC CENTRE  
Bellfarm Lane Uckfield  
Uckfield  
East Sussex  
TN22 1AE

## Select for Local Councils Policy Schedule

This insurance policy, which meets your demands and needs, has been based on the latest information obtained from you. The Policy, the Policy Schedule, any Certificates of Insurance and Endorsements form one document and should be read together. This Schedule replaces any previous Schedule.

Policy Number	YLL-272007-6913
Insured	Uckfield Town Council
Business	Parish / Town Council
Period of Insurance	
From	20 <sup>th</sup> June 2026
To	19 <sup>th</sup> June 2027

and any other period for which cover has been agreed.

Renewal Premium	TBC
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Premiums are inclusive of Insurance Premium Tax and/or VAT as appropriate.

Schedule Number	170187766
Long term agreement active until	20 <sup>th</sup> June 2027
Preparation Date	20 <sup>th</sup> May 2026
Prepared by	Mr Jonathan Meiseles
Policy Form Reference	MLAACH10

### Policy Cover Declaration:

You, the Insured, are not aware of any known losses or events that could give rise to a claim, or circumstances that would be prejudicial to us, the Insurer, should the basis of cover on the below given insurance product (s) be changed.

This is important information, please read it carefully and check that the facts given about you are correct and that we have included all the covers that you require. We are unable to give you advice so it is your responsibility to check the cover is correct for your organisation.

## Statement of Fact

If you provide services or activities to children, or adults who are in need of care and support and therefore may be unable to protect themselves against abuse or neglect:

- Your organisation has not had any third-party inspections with a grading of Inadequate, Requires Urgent Improvement, Weak or Unsatisfactory
- You have in place a written safeguarding policy and accompanying procedures that clearly set out the actions to take in response to child and vulnerable adult abuse
- You carry out safer recruitment and selection processes that include the seeking of appropriate criminal records checks, alongside a renewal and update process
- All Employees and **volunteers** engaged in regulated activity and/or activity that brings them into contact with children or vulnerable adults receive safeguarding awareness training including refresher training
- You have one or more designated practitioners for safeguarding to support other practitioners in the organisation to recognise and respond to concerns about Abuse
- You retain employment records, safeguarding checks, safeguarding policies and procedures and safeguarding records for at least the prevailing regulatory best practice period.

If you provide services or activities to children, or adults who are in need of care and support and therefore may be unable to protect themselves against abuse or neglect, and you become non-compliant with any of the above statements, you must tell us, as it may affect your ability to claim under this policy.

## Important information

### Taking reasonable care

We require that you take reasonable care in managing your activities. Where appropriate this requires you to do the following:

- Keep written risk assessments for your key activities
- Keep written records of your staff and volunteer training. For example, manual handling training, or for use of tools and machinery
- Abide by any rules, guidelines or advice that is given to you by any relevant authority, such as a Local Authority, or the Health and Safety Executive

We want you to be confident about your insurance and understand what is required of you. Please contact us if you have any questions relating to the above.

## Lines of Cover applying

### Part C – All risks

#### Table Headings

Contents (a)	Furniture, fixtures, fittings and tenants improvements
Contents (b)	Other Contents and consumable stock not specified below including printed books and unused stationery
Contents (c)	Computer Equipment, other office equipment and sports equipment
Contents (d)	Televisions, audio-visual and photographic equipment (excluding videos), beer, wine, spirits, tools and gardening equipment
Contents (e)	Tobacco
Contents (f)	Camcorders, videos and gaming machines
Contents (g)	Civic Regalia

#### Additional Items:

Where no premises address is shown, the item is not based at one location and cover is provided anywhere within the **territorial limits**.

Item Description	Sum Insured	Excess
Civic Regalia anywhere within Europe	£4,674.17	£100
75 x Litter Bins	£6,726.98	£100
3 x Wooden, 1 x Brick and 3 x Metal Bus Shelters	£29,652.40	£100
Tennis Courts x 3 to inc - Victoria Pleasure Ground	£138,427.26	£100
CCTV	£39,353.31	£100
Drone	£764.03	£100

The excess stated applies to each and every loss.

**Operative Endorsements:** 1, 2, 3 & 7 (please refer to the Endorsement section of the policy wording)

8 Extension of Material Damage cover for Drones

In respect of - Drones only under Part C - All Risks, paragraph c) i of Exclusion 5. Property excluded under Exclusions to parts A, B and C is deleted

**Part D – Money**

	<b>Limit any one loss</b>
1. Loss of Non-Negotiable Money in the situations specified in items 2(a), 2(b), 2(c)(i) and 2(c)(ii):	£250,000
2. Loss of other Money:	
(a) in transit in the custody of any <b>member</b> or <b>employee</b> or in transit by registered post (limit £250), or in a Bank Night Safe	£5,000
(b) in the private residence of any <b>member</b> or <b>employee</b>	£250
(c) in the <b>premises</b>	
(i) in the custody of or under the actual supervision of any <b>member</b> or <b>employee</b>	£5,000
(ii) in locked safes or strongrooms	£5,000
(iii) in locked receptacles other than safes or strongrooms	£250

**Excess:** £50 each and every loss

**Personal Accident Assault Limits:** Stated in Section 3(c) of the policy wording

**Operative Endorsements:**

1. In respect of **Section 1 – Special Definitions**, the definition of Person Insured is extended to include any person between the ages of 16 and 90.

## Part E – Public liability

**Limit of Indemnity:** £15,000,000

### Operative Endorsements

#### 1 Small Unmanned Aircraft Cover

The following Special Definitions are added to Part E - Public Liability, Section 1 - Special Definitions:

##### Small Unmanned Aircraft

Small Unmanned Aircraft means any unmanned aircraft, other than a balloon or a kite, having a mass of not more than 20 kg without its fuel but including any articles or equipment installed in or attached to the aircraft at the commencement of its flight.

##### Aviation Authority

Aviation Authority means:

- (a) the United Kingdom Civil Aviation Authority; or
- (b) any equivalent body or authority responsible for regulating the use of Small Unmanned Aircraft, in any country or territory within which Small Unmanned Aircraft operations are to take place.

Section 3- Special Exclusion 16 will not to apply in respect of the operation of Small Unmanned Aircraft provided always that the **insured** or any person acting on behalf of the **insured**:

- (a) complies with the operating and licensing provisions of all applicable Aviation Authority legislation, regulations, codes, orders and rules; and
- (b) has received appropriate training in the use of the Small Unmanned Aircraft and has, where required, obtained the full qualification from a Civil Aviation Authority approved National Qualified Entity or equivalent body outside of the United Kingdom.

The indemnity afforded by this cover shall not apply to:

- 1. legal liability arising from any actual or alleged invasion of privacy; or
- 2. legal liability in respect of which the **insured** is entitled to indemnity under any other policy of insurance or would be so entitled but for the existence of this extension; or
- 3. fines or penalties of any nature whatsoever

For the purposes of this cover:

- 1. General Exclusion 4 e) i) will not apply in respect of the operation of Small Unmanned Aircraft in the United Kingdom
- 2. The liability of the **insurer** under this extension shall not exceed £1,000,000 any one event.

By applying this endorsement the indemnity granted by this policy complies with the insurance requirements of EC Directive 785/2004.

**Part F – Hirers' liability**

**Limit of Indemnity:** £2,000,000

**Excess:** £100 each and every claim for damage to the premises or contents caused other than by fire or explosion

**Operative Endorsements**

None

**Part G – Employers liability**

**Limit of Indemnity:** £10,000,000

**Operative Endorsements:**

None

**Part H – Libel and slander****Sum Insured**

£250,000

**Excess:** 10% each and every claim or £1,000 whichever is the lower**Operative Endorsements**

None

**Part I – Motor vehicles**

<b>Insured Vehicle:</b> All as described in <b>Persons Entitled to Drive:</b> the Certificate of <b>Limitation as to Use:</b> Motor Insurance	<b>Cover:</b> Section 23  A. Comprehensive
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<b>Excess :</b> Section 23	
<b>Amount</b>	<b>Description</b>
£ 150	Accidental Damage , Fire , Theft , Windscreen , Theft total loss
£ Nil	Third party
Additional to any other <b>excess</b> which applies	

<b>Repair Limit:</b> £Nil
Section 12

<b>Damage to Property Limit:</b>
£5,000,000 Applicable to any Commercial Vehicle, Minibus, Agricultural Vehicle and Special Type
£50,000,000 Applicable to any Private Motor Car

<b>Personal Effects Limit:</b> £150
Section 13

<b>Medical Expenses Limit:</b> £250
Section 14

**Additional Cover : Section 25**

T. Continuing Hire Charges	Not Operative
U. Occasional Business Use	Not Operative
V. Loss of No Claim Discount/Excess	Not Operative
W. Hiring Charges	Not Operative
X. Termination Charges	Not Operative

**Operative Endorsements:**

None

**Part J – Motor legal expenses and uninsured loss recovery**
**Limit of Indemnity:** £100,000 per insured incident

**Operative Endorsements:**

None

**Part N – Fidelity guarantee**

**Persons Guaranteed:**  
 All members and employees

**Sum Guaranteed**  
 £2,000,000

**Excess:** £100 each and every loss

**Operative Endorsements:**

None

**Part O – Personal accident**

The cover		
Category:	Insured Persons:	Operative Time:
A	Employees	Engaged in Usual Occupation including Journeys and whilst commuting directly between place of residence and usual place of <b>business</b>
B	<b>member</b>	Engaged in the <b>business</b> including undertaking Journeys and whilst commuting directly between place of residence and usual place of <b>business</b>
C	<b>volunteer</b>	Engaged in the <b>business</b> including undertaking Journeys and whilst commuting directly between place of residence and usual place of <b>business</b>
D	key personnel as follows:	24 hours per day engaged in any activity worldwide not excluded from this cover.

Excesses	
Excesses:	Not applicable

Table of benefits				
Benefit:	Category:			
	A	B	C	D
1. Death	5.00 times annual earnings	£20,000.00	£20,000.00	£Nil
2. Loss of Limb (one or more) and/or Loss of Sight (in one or both eyes)	5.00 times annual earnings	£20,000.00	£20,000.00	£Nil
3A. Total Loss of Hearing (in both ears) and/or Total Loss of Speech	5.00 times annual earnings	£20,000.00	£20,000.00	£Nil
3B. Total Loss of Hearing in one ear	25% of 3A	25% of 3A	25% of 3A	25% of 3A
4. Permanent Total Disablement	5.00 times annual earnings	£20,000.00	£20,000.00	£Nil

5. Permanent Partial Disablement	See section 2.16	See section 2.16	See section 2.16	See section 2.16
6. Paraplegia	£75,000 if 1 is £50,000 or more, otherwise £Nil	£Nil	£Nil	£Nil
7. Quadriplegia	£125,000 if 1 is £50,000 or more, otherwise £Nil	£Nil	£Nil	£Nil
8. Temporary Total Disablement	1.00 times weekly earnings	£50.00 per week	£50.00 per week	£Nil
9. Temporary Partial Disablement	50% of 8 or Nil	50% of 8 or Nil	50% of 8 or Nil	50% of 8 or Nil
Benefit Period – temporary disablement	104 weeks	104 weeks	104 weeks	104 weeks
Deferment Period – temporary disablement	0 days	0 days	0 days	0 days
<b>Operative endorsements</b>				
Endorsement title:	Endorsement wording:			
1	Special Exclusion 2 of Section 3 is inoperative provided always that the <b>insurer</b> will not make any payment of any benefit or in respect of any expense or loss arising from any Person Insured who has attained the age of 90 years unless such expense or loss arises during the period of insurance during which the Person Insured attains the age of 90			

**Part P – Legal expenses****Insured Incidents:**

1. Employment Disputes and Compensation Awards	Operative
2. Legal Defence	Operative
3. Statutory Licence Appeal	Operative
4. Contract Disputes	Operative
5. Debt Recovery	Operative
6. Property Protection and Bodily Injury	Operative
7. Tax Protection	Operative

**Limit of Indemnity:** £200,000

**Operative Endorsements: None**

## General Notes

### 1. Fair presentation of the risk

You must make a fair presentation of the risk to us at inception, renewal and variation of your policy. This means that we must be told about all facts and circumstances which may be material to the risks covered by the policy and that you must not make a misrepresentation to us about any material facts. As part of your duty of fair presentation, you must ensure that the information detailed within the schedule is correct and complete. A material fact is one which would influence the acceptance or assessment of the risk. If you have any doubt about facts considered material, it is in your interests to disclose them to us.

Failure to make a fair presentation of the risk could result in the policy either being avoided, written on different terms or a higher premium being charged, depending on the circumstances surrounding the failure to present the risk fairly.

This policy is compliant with the principles of the Insurance Act 2015 law reforms. It also incorporates an 'opt out' which has the aim to promote good customer outcomes. We have opted-out of the 'proportionate reduction of claim remedy' available to insurers under the Insurance Act 2015. This means that in cases of non-disclosure or misrepresentation which are neither deliberate nor reckless, if we would have charged an additional premium had we known the relevant facts, we will charge that premium and pay any claims in full rather than reducing claims payments in proportion to the amount of premium that would have been charged.

We believe that our 'additional premium approach' should, in most situations, be more favourable to our customers when compared to the proportionate reduction of claim remedy. Our additional premium approach does not affect our right to apply the other remedies available under the Act for non-disclosure or misrepresentation.

### 2. Cancellation

All insurance policies run for a fixed period of time. The Insured can terminate an insurance contract verbally or in writing at any time by calling 0800 917 9531 or emailing [Customers.team@uk.zurich.com](mailto:Customers.team@uk.zurich.com). Zurich may cancel the policy by giving 30 days' notice in writing. In such an event the insured will be entitled to a return of premium in respect of the unexpired portion of the period of insurance.

If you cancel your policy before the start date, you will be entitled to a full refund of premium. If you cancel within 14 days of the start date, you will be entitled to a full refund of premium, providing no claim has been made. After 14 days, if no claim has been made, we may offer a full or partial refund, depending on the time the policy was on risk and the circumstances at the time of the cancellation request. Please note, a cancellation charge of £50 may be applied.

### 3. Bonus and fee structure

Employees and businesses who carry out work for ZIC UK are remunerated in various different ways for selling insurance contracts. Employees receive a basic salary and also receive a bonus based on a number of factors, including the achievement of sales and quality targets. Businesses which work for the insurer on an outsourced basis receive a fee and also additional payments based on a number of factors, including the achievement of sales and quality targets.

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## Meeting of the General Purposes Committee

Monday 8 June 2026

### Agenda Item 6.1

#### **TO NOTE THE CURRENT POSITION WITH THE COUNCIL'S BUILDINGS**

##### **1.0 Summary**

1.1 This report sets out the current position with the Council's buildings.

##### **2.0 The Buildings**

###### **2.1 The Civic Centre**

- Works to refurbish the Ashdown Room are still under way, with new lighting installed, the old blinds removed, the windows painted;
- Works on refurbishment of the Oakleaf and Martlets rooms are underway with new lighting being installed and the old ceiling replaced;
- A gasket seal leak in the boiler house has been repaired;
- Flooring to the main toilets on the ground floor has been replaced;
- The last of the HDMI plates have been upgraded for PC connections;
- The Biomass Boiler has had its annual service;

###### The Source and nearby vicinity

- A repair on the Luxfords Field fence has been carried out;
- A new CCTV camera and pole at the bottom of the Luxford Field has now been installed with the relevant signage;

###### The Signal Box

- This building is being inspected on a weekly basis, as instructed by our insurance provider;
- Work with a potential leaseholder is still on going. A draft lease is being drawn up with a view to let the building on a long-term lease;
- The stairs and windows replacement works are being scheduled in next few weeks following on from a structural survey on the entrance porch;

###### Victoria Pavilion

- The annual Display Energy Certificate survey has been carried out with a B rating;
- A roof repair has been carried out after suspected sports damage;

###### Foresters Hall

- The car park back fence has been repaired;
- The rear section air source has had its annual service carried out;

###### Snatts Road, Chapel

- This building is still being inspected on a weekly basis, as instructed by our insurance provider;

###### West Park

- The Facilities & Compliance Manager is working with the leaseholders in relation to health and safety, compliance and providing support to maintain the updated compliance inspections. Contractors are now carrying out compliance services;

- A new intruder alarm system has been fitted to ensure the building is secure.

2A Vernon Road

- No matters to report.

**3.0 Recommendation**

- 3.1 Members are asked to note the report.

Contact Officer: James Hollingdale