

ASSETS MANAGEMENT COMMITTEE

AGENDA

COUNCILLORS ARE SUMMONED TO ATTEND a meeting of the **ASSETTS MANAGEMENT COMMITTEE** to be held at the Fleur-De-Lys Meeting Room, Market Street, Hailsham, BN27 2AE on Wednesday 17th December 2025 at 7.00 p.m.

1. **Public Forum**
(No more than 15 Minutes)
2. **Apologies for Absence**
To receive apologies for absence of appointed members.
3. **Declarations of Interest**
To receive notice of declarations of personal or prejudicial interests in respect of items on this agenda.
4. **Minutes of Previous Meeting – Assets Management Committee**
To resolve that the Minutes of the Meetings of the Assets Management Committee held on Wednesday 19th November 2025 may be confirmed as a correct record and signed by the Chairman.
5. **Update on Current Projects and Resolutions**
To receive updates on current asset projects and resolutions.
6. **Finance Report**
7. **Western Road Recreation Ground condition**
To review ground conditions and way forward.
8. **Policies**
To review playground inspections and environmental policies.
9. **Grovelands Barn**
Report from subgroup
10. **Bonfire Society**
Consider the bonfire societies request to use the recreation ground for events.
11. **Confidential Business**
To resolve that the press and public are excluded during the discussion on

the next items on the agenda (12 to 15) as they concern: the terms of tenders for contracts or negotiations or matters that are otherwise not in the public interest (In accordance with the Council's Standing Orders No. 1E).

12. **Pump Track**
To consider possible locations for pump track.
13. **CCTV**
To consider quotes for CCTV
14. **Quinnell Drive Playpark**
To consider quotes and budget for playpark works.
15. **Beaconsfield Football**
Planning application.

John Harrison, Town Clerk



12th November 2025

Committee Membership

Councillors:

A. Blake-Coggins

C. Bryant

B. Carpenter

M. Laxton (Chair)

C. Mitchell

G. White (Deputy Chair)



AGENDA ITEM NUMBER: 6

MEETING DATE: 17th December 2025

COUNCIL/COMMITTEE: Assets Management

TITLE: Finance Report

PURPOSE OF REPORT: 6.1 To **note** this committees current income and expenditure against budget

SUPPORTING DOCUMENTS: Appendix A – Income & Expenditure Report

OFFICER CONTACT: RFO

OFFICER RECOMMENDATIONS:	
	The Committee is RECOMMENDED to: (1) Note the Committee’s current income and expenditure position. Appendix A

6.1 Income and Expenditure

Attached as Appendix A is the Income & Expenditure report for this Committee for the financial year **2025/2026**. **Any recent significant variances are shown in bold**

Common Pond Allotments

1000 Allotment Rent – Over budget by £289

Battle Road Allotment (105)

4510 General Maintenance – has exceeded budget due to new gates being installed (£1,730) and skip hire. Skip hire has been budgeted as a collective in code 130/4700 but moving forward this will be shown in each area so that we can monitor spend per area

4550 Water – has exceeded budget due to higher than anticipated costs

Harold Avenue Allotments (110)

4510 General Maintenance - £4,000 for new gates included. Funds allocated from CiL

Western Road Recreation Ground (115)

4550 Water & Sewage – An extremely large bill has been received from the water company which we believe is due to a leak. This is currently being investigated by the water company and a refund will be requested

4560 Site Drainage – covered by Earmarked Reserves

Maurice Thornton Playing Field (120)

4510 General Maintenance - £9,929 for kerb drop included. Funds allocated from CiL

4550 Water – has exceeded budget due to higher than anticipated costs

4610 Skate Park - £31,210 for skate park included. Funds allocated from CiL

Common Pond (135)

4510 General Maintenance – has exceeded budget but includes an expense for a memorial bench. This expense has been covered by a member of the public with the money received being shown in income

Horticultural & Grounds Maintenance (145)

4755 Tree Surgery – Has exceeded budget. Funds have been allocated from General Reserves (£15,000)

Town Council Site (300)

4115 Telephone – Has exceeded budgets. Costs seem excessively high so this will be at the top of the list to look at next year

4130 Gas/Electricity – Is currently over budget. This includes an invoice for £5,088 which has been received in the Councils name but is not for one of our meters. This has been questioned and the provider are currently investigating

4140 Insurance – the expense covers insurance for all areas. The budget is only for this site. Moving forward this expense will fall under corporate services as Full Council will look at this as a complete package

5005 External Repairs – This includes expenses covered by CiL funds for the painting at Southview and also the £14,671 for the fence at the football club

5030 Office Rewire - £149,715 for office refurb included. Funds allocated from CiL

Grovelands Barn (310)

4510 General Maintenance – has exceeded budget mainly due skip hire of £670. Skip hire has been budgeted as a collective in code 130/4700

James West Community Hall (330)

4515 Cleaning/Maintenance – has exceeded budget whilst caretaking services was being outsourced whilst recruitment happened

1 Market Square (340)

4510 General Maintenance - £1,210 for new carpet included. Funds allocated from CiL

4550 Water – no budget set

Cemetery Services & Overheads (405)

4510 General Maintenance – no budget set

5330 Cem WC's Refurb Project – all costs allocated from CiL funds

Street Furniture

5400 Bus Shelter Repairs – has exceeded budget due to essential works on the bus shelter at Horsebridge to make safe

Street Furniture (505)

5400 Bus Shelter Repairs - £1,099 has been spent on the removal of a bus shelter in Horsebridge which was not an expected cost

Memorial Institute Trust (660)

5340 MIT Roof Project - all costs allocated from CiL funds

To round up, as at the end of November, 62.25% of the allocated budgets has been spent

Acting RFO

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Assets Committee								
<u>100 Common Pond Allotments</u>								
1000 Allotment Rent (Inc)	422	750	461	(289)			162.7%	
Common Pond Allotments :- Income	422	750	461	(289)			162.7%	0
4510 General Maintenance	2,624	1,796	2,060	264		264	87.2%	
4550 Water & Sewerage	0	(90)	676	766		766	(13.3%)	
4998 Allotment Refunds	68	50	0	(50)		(50)	0.0%	
Common Pond Allotments :- Indirect Expenditure	2,692	1,756	2,736	980	0	980	64.2%	0
Net Income over Expenditure	(2,270)	(1,006)	(2,275)	(1,269)				
6000 plus Transfer from EMR	68	0	0	0				
6001 less Transfer to EMR	100	0	0	0				
Movement to/(from) Gen Reserve	(2,303)	(1,006)	(2,275)	(1,269)				
<u>105 Battle Road Allotments</u>								
1000 Allotment Rent (Inc)	2,434	1,647	2,070	423			79.6%	
Battle Road Allotments :- Income	2,434	1,647	2,070	423			79.6%	0
4510 General Maintenance	6,429	1,730	170	(1,560)		(1,560)	1017.6%	1,250
4550 Water & Sewerage	379	701	695	(6)		(6)	100.8%	
4998 Allotment Refunds	100	100	0	(100)		(100)	0.0%	
Battle Road Allotments :- Indirect Expenditure	6,907	2,531	865	(1,666)	0	(1,666)	292.6%	1,250
Net Income over Expenditure	(4,474)	(884)	1,205	2,089				
6000 plus Transfer from EMR	6,350	1,250	0	(1,250)				
6001 less Transfer to EMR	400	0	0	0				
Movement to/(from) Gen Reserve	1,476	366	1,205	839				
<u>110 Harold Ave Allotments</u>								
1000 Allotment Rent (Inc)	676	551	593	42			92.9%	
Harold Ave Allotments :- Income	676	551	593	42			92.9%	0
4510 General Maintenance	0	4,000	155	(3,845)		(3,845)	2580.6%	4,000
4998 Allotment Refunds	50	50	0	(50)		(50)	0.0%	
Harold Ave Allotments :- Indirect Expenditure	50	4,050	155	(3,895)	0	(3,895)	2612.9%	4,000
Net Income over Expenditure	626	(3,499)	438	3,937				
6000 plus Transfer from EMR	50	4,000	0	(4,000)				
6001 less Transfer to EMR	50	0	0	0				
Movement to/(from) Gen Reserve	626	501	438	(63)				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
115 Western Road Recreation Ground								
1050 Rent Beaconsfield/Tennis/Pitch	430	30	1,093	1,063			2.7%	
Western Road Recreation Ground :- Income	430	30	1,093	1,063			2.7%	0
4130 Gas/Electricity	587	138	600	462		462	22.9%	
4510 General Maintenance	44,478	0	1,105	1,105		1,105	0.0%	
4550 Water & Sewerage	2,380	13,068	1,751	(11,317)		(11,317)	746.3%	
4560 Site Drainage	2,000	8,487	2,000	(6,487)		(6,487)	424.3%	8,407
Western Road Recreation Ground :- Indirect Expenditure	49,445	21,693	5,456	(16,237)	0	(16,237)	397.6%	8,407
Net Income over Expenditure	(49,015)	(21,663)	(4,363)	17,300				
6000 plus Transfer from EMR	43,305	8,407	0	(8,407)				
Movement to/(from) Gen Reserve	(5,710)	(13,256)	(4,363)	8,893				
120 Maurice Thornton Playing Field								
4130 Gas/Electricity	0	120	0	(120)		(120)	0.0%	
4510 General Maintenance	0	10,321	464	(9,857)		(9,857)	2224.4%	9,929
4550 Water & Sewerage	0	158	80	(78)		(78)	197.4%	
4560 Site Drainage	0	80	2,000	1,920		1,920	4.0%	
4600 Annual Rent	1,000	1,000	1,000	0		0	100.0%	
4605 Pitch Marking Paint	480	0	546	546		546	0.0%	
4610 Skate Park Maintenance	0	31,210	0	(31,210)		(31,210)	0.0%	31,210
Maurice Thornton Playing Field :- Indirect Expenditure	1,480	42,889	4,090	(38,799)	0	(38,799)	1048.6%	41,139
Net Expenditure	(1,480)	(42,889)	(4,090)	38,799				
6000 plus Transfer from EMR	0	41,139	0	(41,139)				
Movement to/(from) Gen Reserve	(1,480)	(1,750)	(4,090)	(2,340)				
125 Play Areas								
4140 Insurance	1,030	0	1,300	1,300		1,300	0.0%	
4510 General Maintenance	29,707	823	2,569	1,746		1,746	32.1%	
4650 Safety Gates	0	0	1,000	1,000		1,000	0.0%	
Play Areas :- Indirect Expenditure	30,738	823	4,869	4,046	0	4,046	16.9%	0
Net Expenditure	(30,738)	(823)	(4,869)	(4,046)				
6000 plus Transfer from EMR	29,049	0	0	0				
Movement to/(from) Gen Reserve	(1,688)	(823)	(4,869)	(4,046)				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130 Public Open Spaces								
1100 Fishing Permits	688	120	850	730			14.1%	
Public Open Spaces :- Income	688	120	850	730			14.1%	0
4620 Teen Shelter	0	0	1,000	1,000		1,000	0.0%	
4690 POS - General Main	1,174	0	357	357		357	0.0%	
4695 Vermin Control	612	153	614	461		461	24.9%	
4700 Plant & Skip Hire	1,564	0	4,636	4,636		4,636	0.0%	
4705 Outside Maintenance Fund	8,454	0	20,000	20,000		20,000	0.0%	
4715 Country Park - General Maint	0	0	538	538		538	0.0%	
4720 Orchard Park - General Maint	0	0	787	787		787	0.0%	
4725 Graffiti Cleaning	980	1,200	3,000	1,800		1,800	40.0%	
4730 Ersham Road Common - Gen Maint	0	0	57	57		57	0.0%	
4735 Signage	11,097	0	500	500		500	0.0%	
Public Open Spaces :- Indirect Expenditure	23,881	1,353	31,489	30,136	0	30,136	4.3%	0
Net Income over Expenditure	(23,192)	(1,233)	(30,639)	(29,406)				
6000 plus Transfer from EMR	8,848	0	0	0				
Movement to/(from) Gen Reserve	(14,344)	(1,233)	(30,639)	(29,406)				
135 Common Pond								
4510 General Maintenance	19,026	(484)	1,000	1,484	16	1,468	(46.8%)	
Common Pond :- Indirect Expenditure	19,026	(484)	1,000	1,484	16	1,468	(46.8%)	0
Net Expenditure	(19,026)	484	(1,000)	(1,484)				
6000 plus Transfer from EMR	17,780	0	0	0				
Movement to/(from) Gen Reserve	(1,246)	484	(1,000)	(1,484)				
145 Horticultural & Ground Maint								
4750 Grass & Hedge Cutting	30,230	18,971	28,000	9,029		9,029	67.8%	
4755 Tree Surgery	19,680	21,365	20,000	(1,365)		(1,365)	106.8%	
Horticultural & Ground Maint :- Indirect Expenditure	49,910	40,336	48,000	7,664	0	7,664	84.0%	0
Net Expenditure	(49,910)	(40,336)	(48,000)	(7,664)				
160 Environment Services								
1090 ESCC - Urban Grass Sub	6,128	8,071	8,000	(71)			100.9%	
Environment Services :- Income	6,128	8,071	8,000	(71)			100.9%	0
4745 Urban Grass Cutting	11,500	15,000	12,000	(3,000)		(3,000)	125.0%	
Environment Services :- Indirect Expenditure	11,500	15,000	12,000	(3,000)	0	(3,000)	125.0%	0
Net Income over Expenditure	(5,372)	(6,929)	(4,000)	2,929				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
180 Cortlandt Stable Block								
4995 Rent/Rates/Utilities	488	0	0	0		0	0.0%	
Cortlandt Stable Block :- Indirect Expenditure	488	0	0	0	0	0		0
Net Expenditure	(488)	0	0	0				
300 Town Council Site								
1078 CIL Received	692,053	0	0	0			0.0%	
1200 Kemer Kebab	10,500	8,146	10,500	2,354			77.6%	
1205 4 Market Square (Inc)	7,540	7,400	7,200	(200)			102.8%	
1225 Miscellaneous rents	8,611	8,436	0	(8,436)			0.0%	
1275 Insurance Recharge	302	589	437	(152)			134.8%	
Town Council Site :- Income	719,006	24,571	18,137	(6,434)			135.5%	0
4115 Telephone & mobiles	6,005	6,087	5,000	(1,087)	(1,087)		121.7%	
4125 Rates	9,332	5,525	7,600	2,075	2,075		72.7%	
4130 Gas/Electricity	5,927	10,840	8,487	(2,353)	(2,353)		127.7%	
4140 Insurance	12,682	20,159	14,000	(6,159)	(6,159)		144.0%	
4200 Annual extinguisher etc., insp	474	0	0	0	0		0.0%	
4510 General Maintenance	1,175	(333)	0	333	333		0.0%	15,340
4550 Water & Sewerage	4	0	0	0	0		0.0%	
5000 Internal Repairs/General Maint	3,787	0	515	515	515		0.0%	
5005 External Repairs/General Maint	0	30,011	709	(29,302)	(29,302)		4232.9%	14,671
5010 Electronic Gates	0	0	579	579	579		0.0%	
5015 Maintenance 4 Market Sq	673	0	1,000	1,000	1,000		0.0%	
5020 Gas Boiler - Annual Service	150	0	320	320	320		0.0%	
5025 Intruder & Smoke Alarm Service	483	50	400	350	350		12.6%	
5030 Office Rewire	61,053	149,715	0	(149,715)	(149,715)		0.0%	149,715
Town Council Site :- Indirect Expenditure	101,746	222,056	38,610	(183,446)	0	(183,446)	575.1%	179,727
Net Income over Expenditure	617,260	(197,485)	(20,473)	177,012				
6000 plus Transfer from EMR	64,394	179,727	0	(179,727)				
6001 less Transfer to EMR	692,053	0	0	0				
Movement to/(from) Gen Reserve	(10,399)	(17,758)	(20,473)	(2,715)				
305 Maurice Thornton Pavilion								
4130 Gas/Electricity	2,993	919	1,545	626		626	59.5%	
4200 Annual extinguisher etc., insp	61	0	0	0		0	0.0%	
4510 General Maintenance	214	538	562	24		24	95.7%	
4550 Water & Sewerage	396	168	330	162		162	50.9%	
Maurice Thornton Pavilion :- Indirect Expenditure	3,664	1,625	2,437	812	0	812	66.7%	0
Net Expenditure	(3,664)	(1,625)	(2,437)	(812)				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
310 Grovelands Barn								
4130 Gas/Electricity	31	0	0	0		0	0.0%	
4200 Annual extinguisher etc., insp	71	0	0	0		0	0.0%	
4510 General Maintenance	0	2,548	290	(2,258)		(2,258)	878.7%	1,350
4550 Water & Sewerage	61	60	0	(60)		(60)	0.0%	
5100 MT Hut/Grovelands Barn Energy	387	204	562	358		358	36.3%	
5105 Grovelands Barn Rates	3,112	3,144	3,296	152		152	95.4%	
Grovelands Barn :- Indirect Expenditure	3,661	5,956	4,148	(1,808)	0	(1,808)	143.6%	1,350
Net Expenditure	(3,661)	(5,956)	(4,148)	1,808				
6000 plus Transfer from EMR	0	1,350	0	(1,350)				
Movement to/(from) Gen Reserve	(3,661)	(4,606)	(4,148)	458				
315 Union Corner Hall								
4510 General Maintenance	1,000	0	1,000	1,000		1,000	0.0%	
Union Corner Hall :- Indirect Expenditure	1,000	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	(1,000)	0	(1,000)	(1,000)				
320 Public Toilets - Stable Block								
4515 Cleaning/Maintenance	3,390	0	0	0		0	0.0%	
Public Toilets - Stable Block :- Indirect Expenditure	3,390	0	0	0	0	0		0
Net Expenditure	(3,390)	0	0	0				
325 Changing Pod								
4510 General Maintenance	118	0	0	0		0	0.0%	
4515 Cleaning/Maintenance	32,341	14,839	19,000	4,161		4,161	78.1%	2,010
Changing Pod :- Indirect Expenditure	32,459	14,839	19,000	4,161	0	4,161	78.1%	2,010
Net Expenditure	(32,459)	(14,839)	(19,000)	(4,161)				
6000 plus Transfer from EMR	20,402	2,010	0	(2,010)				
Movement to/(from) Gen Reserve	(12,056)	(12,828)	(19,000)	(6,172)				
330 Welbury Farm/Jim West Com Hall								
1210 Meeting Room Lets/J West	33,358	21,731	35,000	13,269			62.1%	
Welbury Farm/Jim West Com Hall :- Income	33,358	21,731	35,000	13,269			62.1%	0
4115 Telephone & mobiles	987	99	1,250	1,151		1,151	7.9%	
4125 Rates	7,883	7,883	9,528	1,645	1,972	(327)	103.4%	

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4130 Gas/Electricity	4,840	4,081	6,695	2,614		2,614	61.0%	
4510 General Maintenance	3,963	2,533	2,575	42		42	98.4%	
4515 Cleaning/Maintenance	6,389	7,083	5,202	(1,881)		(1,881)	136.2%	
4550 Water & Sewerage	930	1,786	2,060	274		274	86.7%	
5025 Intruder & Smoke Alarm Service	243	217	0	(217)		(217)	0.0%	
5150 Maintenance/Running Costs	8,147	235	515	280		280	45.6%	
5155 J West Refund	3,686	2,090	6,000	3,910		3,910	34.8%	
Welbury Farm/Jim West Com Hall :- Indirect Expenditure	37,068	26,005	33,825	7,820	1,972	5,848	82.7%	0
Net Income over Expenditure	(3,710)	(4,274)	1,175	5,449				
340 1 Market Square								
4125 Rates	0	6,362	6,900	538		538	92.2%	
4130 Gas/Electricity	290	470	1,000	530		530	47.0%	
4510 General Maintenance	0	2,017	500	(1,517)		(1,517)	403.3%	1,751
4550 Water & Sewerage	0	105	0	(105)		(105)	0.0%	
1 Market Square :- Indirect Expenditure	290	8,954	8,400	(554)	0	(554)	106.6%	1,751
Net Expenditure	(290)	(8,954)	(8,400)	554				
6000 plus Transfer from EMR	0	1,751	0	(1,751)				
Movement to/(from) Gen Reserve	(290)	(7,203)	(8,400)	(1,197)				
350 The Station (HYS Complex)								
4130 Gas/Electricity	2,483	0	0	0		0	0.0%	
The Station (HYS Complex) :- Indirect Expenditure	2,483	0	0	0	0	0		0
Net Expenditure	(2,483)	0	0	0				
355 The Manse (HYS Complex)								
4125 Rates	0	273	0	(273)	1,092	(1,365)	0.0%	
The Manse (HYS Complex) :- Indirect Expenditure	0	273	0	(273)	1,092	(1,365)		0
Net Expenditure	0	(273)	0	273				
400 Cemetery Lodge								
1220 Cemetery Rent	7,686	4,264	8,100	3,836			52.6%	
Cemetery Lodge :- Income	7,686	4,264	8,100	3,836			52.6%	0
4510 General Maintenance	24	0	184	184		184	0.0%	
5175 Cemetery Lodge Repairs	459	0	492	492		492	0.0%	
Cemetery Lodge :- Indirect Expenditure	483	0	676	676	0	676	0.0%	0
Net Income over Expenditure	7,203	4,264	7,424	3,160				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
405 Cemetery Services & Overheads								
1500 Burial Fees	38,474	31,054	56,275	25,221			55.2%	
Cemetery Services & Overheads :- Income	38,474	31,054	56,275	25,221			55.2%	0
4125 Rates	5,739	3,827	6,300	2,474	1,912	562	91.1%	
4130 Gas/Electricity	1,731	1,068	3,500	2,432		2,432	30.5%	
4510 General Maintenance	825	1,328	0	(1,328)		(1,328)	0.0%	756
4550 Water & Sewerage	276	8	500	492		492	1.6%	
4750 Grass & Hedge Cutting	13,350	674	8,000	7,326		7,326	8.4%	
5210 Telephone	535	51	800	749		749	6.4%	
5215 Fire Extinguisher/Boiler Servi	80	80	250	170		170	32.0%	
5220 Pest Control	143	0	338	338		338	0.0%	
5225 Repairs/Cleaning & Waste	4,589	(34)	2,274	2,308		2,308	(1.5%)	
5230 Burial Record IT-Licence	415	0	515	515		515	0.0%	
5300 Grave Digging	14,255	14,530	16,892	2,362		2,362	86.0%	
5305 Maintenance Flowers & Trees	3,299	45	3,686	3,641		3,641	1.2%	
5330 Cem WCs Refurb Project	14,262	54,056	0	(54,056)		(54,056)	0.0%	55,382
5350 Ditch Clearance	0	0	500	500		500	0.0%	
Cemetery Services & Overheads :- Indirect Expenditure	59,497	75,633	43,555	(32,078)	1,912	(33,990)	178.0%	56,138
Net Income over Expenditure	(21,023)	(44,578)	12,720	57,298				
6000 plus Transfer from EMR	13,074	56,138	0	(56,138)				
Movement to/(from) Gen Reserve	(7,949)	11,559	12,720	1,161				
500 Street Lighting								
4510 General Maintenance	13,940	16,497	17,389	892		892	94.9%	
5375 New Lighting	7,015	7,950	18,901	10,951		10,951	42.1%	
5380 Energy (145516 kwh per year)	13,203	0	17,266	17,266		17,266	0.0%	
5390 Annual Repairs	32,078	105	12,756	12,651		12,651	0.8%	
Street Lighting :- Indirect Expenditure	66,236	24,552	66,312	41,760	0	41,760	37.0%	0
Net Expenditure	(66,236)	(24,552)	(66,312)	(41,760)				
6000 plus Transfer from EMR	16,239	0	0	0				
Movement to/(from) Gen Reserve	(49,997)	(24,552)	(66,312)	(41,760)				
505 Street Furniture								
5400 Bus Shelter Repairs	481	1,471	298	(1,173)		(1,173)	493.5%	
5410 Defibulators	500	2,040	2,060	20		20	99.0%	
Street Furniture :- Indirect Expenditure	981	3,511	2,358	(1,153)	0	(1,153)	148.9%	0
Net Expenditure	(981)	(3,511)	(2,358)	1,153				

Detailed Income & Expenditure by Budget Heading 30/11/2025

Month No: 8

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>630</u> <u>Twinning</u>								
4395 Civic Events	0	244	400	156		156	61.0%	
Twinning :- Indirect Expenditure	<u>0</u>	<u>244</u>	<u>400</u>	<u>156</u>	<u>0</u>	<u>156</u>	<u>61.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(244)</u>	<u>(400)</u>	<u>(156)</u>				
<u>660</u> <u>Mem Institute Trust Bldg</u>								
5340 MIT Roof Project	25,000	43,328	0	(43,328)	21,752	(65,080)	0.0%	43,328
Mem Institute Trust Bldg :- Indirect Expenditure	<u>25,000</u>	<u>43,328</u>	<u>0</u>	<u>(43,328)</u>	<u>21,752</u>	<u>(65,080)</u>		<u>43,328</u>
Net Expenditure	<u>(25,000)</u>	<u>(43,328)</u>	<u>0</u>	<u>43,328</u>				
6000 plus Transfer from EMR	0	43,328	0	(43,328)				
Movement to/(from) Gen Reserve	<u>(25,000)</u>	<u>0</u>	<u>0</u>	<u>0</u>				
Assets Committee :- Income	809,301	92,790	130,579	37,789			71.1%	
Expenditure	534,074	556,922	331,381	(225,541)	26,744	(252,285)	176.1%	
Net Income over Expenditure	<u>275,227</u>	<u>(464,132)</u>	<u>(200,802)</u>	<u>263,330</u>				
plus Transfer from EMR	219,560	339,099	0	(339,099)				
less Transfer to EMR	692,603	0	0	0				
Movement to/(from) Gen Reserve	<u>(197,816)</u>	<u>(125,034)</u>	<u>(200,802)</u>	<u>(75,768)</u>				
Grand Totals:- Income	809,301	92,790	130,579	37,789			71.1%	
Expenditure	534,074	556,922	331,381	(225,541)	26,744	(252,285)	176.1%	
Net Income over Expenditure	<u>275,227</u>	<u>(464,132)</u>	<u>(200,802)</u>	<u>263,330</u>				
plus Transfer from EMR	219,560	339,099	0	(339,099)				
less Transfer to EMR	692,603	0	0	0				
Movement to/(from) Gen Reserve	<u>(197,816)</u>	<u>(125,034)</u>	<u>(200,802)</u>	<u>(75,768)</u>				

Report to:	Assets Committee
Date:	17th December 2025
By:	Subgroup
Title of Report:	Grovelands Barn

Recommendation to Assets

- To support the use of Grovelands barn for the use as a boxing Gym
- To progress the cliffs bid with wealden for the project

Why we should support the boxing club

This is probably best justified in their mission-

To provide a safe, inclusive, and empowering environment where young people and adults can build confidence, discipline, resilience, and opportunities — both inside and outside the ring.

The sport benefits of the club and the confidence building that brings is well known. But the support they provide to vulnerable families in our community is not, they also run a very successful knife crime prevention program that get into the heart of the problem

Attached is a more detailed list from the boxing club about what they do

How would the project be funded

The working group meet on the 3rd of December to discuss the proposal after a site visit to grovelands barn. Attached is a rough costing by oaklea homes (a local builder) for the required works.

With this coming to £145,000 the committee discussed possible funding sources. While full funding from CIL was floated due to the risks to the club with their current location ending in February. It was then suggested that the project is funded from the Clif fund, this comes with the positive of having Wealden officer support for the idea. But has the complications of the time period attached and the requirement to 20% part fund. The WGs proposal is to provide the the 20% from a mix of CIL and other Fundraising, the time period is one with no easy solution.

The Recommendation from the working group is to progress the Clif bid and to Allocate CIL money for the part funding required.

Why Grovelands Barn

The main hurdle facing the Boxing Club is that they do not have the money as a club to pay to rent a building long term. Unlike clubs like the tennis, football, cricket and bowls the Boxing does not benefit from a council provided facility available for little or no rent. The current set up

is being maintained by large personal contributions from coaches, which is not sustainable long term.

Included in the project is several elements that the working group considered to provide enhancement to the wider site that is beneficial to the council and other siter users.

The first being the toilet and changing facilities which are proposed to be made available to other site users when not in use by the club. This like the HTFC changing facility adds a benefit to the wider community which the council has agreed to match fund out of CIL. This also provides a much-needed provision that is currently unavailable on the site.

The wider proposed site improvements like repairing the guttering and clearing areas that have become unusable due to overgrowth not only help facilitate the boxing club but massive improve a council asset to the benefit of all users

Another part of the proposal is work to the gate which is currently in a poor state of repair and will need to be replaced soon.

Complications to the council and mitigation

This will cause a loss of storage space that will need to be made up for

The recommendation of the working group would be to purchase 2-3 containers or shed style storage to be placed behind the barns.

Proposed works paperwork will be issued separately



Environmental policy

Owner	John Harrison, Town Clerk
Reviewer	Emily Hastings, Corporate Services Manager
Previous versions	Environment Policy/Charter Feb 2011
Templates used/adapted	
Approver	Finance & Governance Committee
Date approved	
Resolution number	
Date of next review	2 years
Related policies/procedures	Neighbourhood Plan
Policy covers	Hailsham Town Council Hailsham Youth Service Hailsham Post Office
Revisions	

Contents

1- Introduction	2
2- Scope	2
3- Policy Objectives	2
4- Key Commitments	2
5- Monitoring and Reporting	3
6- Implementation	3
7- Statement of Commitment	3
Appendix A: Hailsham Town Council Environmental Charter	4

1- Introduction

- 1.1 Hailsham Town Council (HTC) recognises its responsibility as a community leader and steward of the environment. This Policy, and Charter (see appendix A), sets out our long-term commitment to environmental protection, sustainable development, and climate resilience - ensuring a healthy, biodiverse, and vibrant environment for present and future generations.
- 1.2 Hailsham Town Council believes we need progress to tackle the issue of climate change, where ambition and leadership from the council will be key to taking our community and local industry with us to reach carbon neutrality as quickly as we can.
- 1.3 Hailsham Town Council has a Neighbourhood Plan that has policies which will be implemented to cover environmental and biodiversity issues. A separate document is a design code that shapes and enhances our Town via Planning Applications.
- 1.4 Our approach aligns with:
 - UK Environment Act 2021
 - Climate Change Act 2008
 - DEFRA's 25 Year Environment Plan
 - UK Net Zero Strategy (2021)
 - East Sussex County Council Climate Action Plan
 - Wealden District Council Climate Change Action Plan
 - Biodiversity Net Gain (BNG) Regulations 2024
 - Making a Climate Change Action Now, Liberal Democrats May 2024

2- Scope

- 2.1 This policy applies to:
 - All Council operations, services, and facilities.
 - Projects funded, commissioned, or supported by HTC.
 - Contractors, suppliers, and partners engaged by the Council.
 - Community initiatives endorsed or co-delivered with HTC.

3- Policy Objectives

- 3.1 **Climate Action** – Reduce HTC's carbon footprint in line with the UK's 2050 Net Zero target, with interim milestones reviewed every 2 years.
- 3.2 **Biodiversity & Natural Capital** – Protect, restore, and enhance local ecosystems and green spaces. To promote sustainable waste management and recycling.
- 3.3 **Sustainable Resource Use** – Use energy, water, and materials efficiently and responsibly.
- 3.4 **Circular Economy & Waste** – Minimise waste generation and promote reuse, repair, and recycling.
- 3.5 **Pollution Prevention** – Eliminate unnecessary emissions, noise, and pollution.
- 3.6 **Community Engagement** – Foster environmental awareness, education, and participation.
- 3.7 **Resilience & Adaptation** – Build local capacity to adapt to climate change impacts such as flooding, heatwaves, and drought.

4- Key Commitments

- 4.1 **Energy and Emissions:**
 - Transition to renewable energy sources for council facilities and operations.
 - Implement energy efficiency measures in council buildings and infrastructure.

- Promote active and low-carbon transportation options (e.g., biking, walking, public transport).

4.2 Waste Management:

- Minimise waste generation through reduction, reuse, and recycling initiatives.
- Phase out single-use plastics in council operations and encourage alternatives.
- Partner with the community to promote responsible waste disposal.

4.3 Water Management:

- Implement water-saving technologies in council facilities.
- Protect local waterways from pollution and degradation.
- Encourage sustainable water use practices in the community.

4.4 Biodiversity and Land Use:

- Protect and restore natural habitats and green spaces.
- Use native plants in landscaping projects to support local ecosystems.
- Promote urban greening and tree-planting initiatives.

4.5 Sustainable Procurement:

- Prioritise environmentally friendly products and services in council procurement.
- Work with suppliers committed to sustainable practices.

4.6 Community Engagement:

- Encourage community participation in environmental initiatives.
- Consult with the community and wider stakeholders to collectively work towards making Hailsham carbon neutral, delivering impact on both production and consumption emissions.

5- Monitoring and Reporting

- 5.1 Develop, monitor, review and report an action plan to produce bold and radical action to tackle climate change in Hailsham.
- 5.2 Regularly measure and report on the council's environmental performance through an Environmental Working Group, reporting to the Strategy Committee.
- 5.3 Report on the Council's annual environmental impact to ensure transparency and accountability.

6- Implementation

- 6.1 Responsibility for implementing this policy to all Council staff and members.
- 6.2 Ensure that all council staff receive appropriate training on environmental responsibilities.

7- Statement of Commitment

- 7.1 Hailsham Town Council acknowledges that local leadership is vital to achieving national and global sustainability goals. Through this Policy & Charter (appendix A), we pledge to act as a role model for environmental responsibility, community engagement, and sustainable growth.



Appendix A: Hailsham Town Council Environmental Charter

Our Commitment to a Sustainable Future

Hailsham Town Council pledges to protect and enhance our local environment for the benefit of present and future generations. We recognise our responsibility as community stewards and commit to reducing environmental impacts, conserving natural resources, and building resilience to climate change.

Our Principles

- **Protect Nature:** Safeguard biodiversity and restore natural habitats.
- **Act on Climate:** Reduce greenhouse gas emissions and support global climate action.
- **Use Resources Wisely:** Promote sustainable water use, energy efficiency, and responsible procurement.
- **Reduce Waste:** Minimise waste through reduction, reuse, and recycling, and eliminate single-use plastics.
- **Engage Our Community:** Inspire and empower residents to take part in environmental initiatives.

Our Actions

- Transition to renewable energy and improve energy efficiency in council operations.
- Promote active and low-carbon transport options.
- Implement water-saving technologies and protect local waterways.
- Use native plants in landscaping and expand green spaces.
- Partner with suppliers who share our sustainability values.

Our Promise

We will monitor our progress, report regularly on our environmental impact, and continuously seek ways to improve. Together, we can create a greener, healthier, and more resilient Hailsham.



Playground Inspection Statement

Owner	John Harrison, Town Clerk
Reviewer	Tony Lee, Operations and Facilities Manager
Previous versions	
Templates used/adapted	
Approver	Finance & Governance Committee
Date approved	
Resolution number	
Date of next review	2 years, or earlier in the event of legislative changes
Related policies/procedures	Health & Safety Policy Statement
Policy covers	HTC
Revisions	

Contents

Purpose	2
Inspection types and frequency	2
Reporting and record keeping.....	3
Maintenance and repairs	3
Public reporting.....	3
Training.....	3
Commitment	3

Purpose

1. The Council is committed to providing safe, enjoyable, and well-maintained play areas. This statement outlines our inspection and maintenance regime to ensure compliance with health and safety standards and industry best practice.

Legal and safety framework

2. Relevant Legislation:

- Health and Safety at Work Act 1974
- Occupiers' Liability Acts 1957 & 1984
- Management of Health and Safety at Work Regulations 1999
- Children Act 1989
- RIDDOR 2013

3. Standards:

- BS EN1176 & EN1177 (European Playground Equipment & Surfacing Standards)
- RoSPA Play Safety Guidelines

Inspection types and frequency

4. Routine Visual Inspections

- **Frequency:** Daily or weekly (depending on usage and season).
- **Purpose:** Identify obvious hazards such as broken glass, vandalism, damaged equipment, or unsafe surfacing.
- **Carried out by:** Trained Council staff for visual inspection only, not RoSPA trained, via compliance app which is based on RoSPA template

5. Operational Inspections

- **Frequency:** Monthly or quarterly.
- **Purpose:** Check structural integrity, wear and tear, surfacing condition, and compliance with EN1176.
- **Carried out by:** Trained RoSPA Council staff via compliance app which is based on RoSPA template

6. Annual Independent Inspection

- **Frequency:** Once per year.
- **Purpose:** Comprehensive safety audit by an accredited inspector (e.g., RPII registered).
- **Includes:** Risk ratings, compliance checks, and recommendations for remedial actions.
- **Carried out by:** Trained RoSPA Council staff via compliance app which is based on RoSPA template and accredited inspector

Reporting and record keeping

7. All inspections are documented using a compliance app which is based on RoSPA template.
8. Records are retained for legal and insurance purposes, in line with our document retention policy.
9. Urgent hazards are addressed immediately; equipment may be isolated or removed if unsafe.
10. Reports reviewed regularly by the Operations and Facilities Manager.

Maintenance and repairs

11. Minor repairs: Completed promptly by Council staff or contractors.
12. Major repairs/replacements: Scheduled and prioritised based on risk.
13. Temporary closures or barriers will be used where necessary.

Public reporting

14. Members of the public can report hazards via:
 - QR code on playground signs for vandalism
 - Telephone
 - Email
 - In person at the Council office
15. All reports are logged and acted upon according to severity

Training

16. Staff conducting operational and annual inspections will receive RoSPA-approved training. Competency is maintained through refresher courses as required. Staff conducting routine visual inspections will receive appropriate training.

Commitment

17. The Council will continuously review inspection procedures and feedback to ensure play areas remain safe, inclusive, and enjoyable for all users.

Report to:	Assets Committee
Date:	17th December 2025
By:	Tony Lee-Operations and Facilities Manager
Title of Report:	Western Road, ground conditions

Introduction

Following a recent phone conversation our Director of Cricket (Rob Wilkinson) had with Richard Gillett, I wanted to set out some concerns regarding the condition of the Recreation Ground in light of the very wet weather we've been experiencing.

As shown in the attached photos, parts of the pitches have become heavily waterlogged, and the surface in several areas has now broken down into mud. This appears to be largely due to the persistent rain and saturated ground conditions, which are clearly making it difficult for any winter sport to take place without the surface suffering.

As always, we are keen to ensure that the Rec remains safe, playable and sustainable for all users. Looking ahead to the start of the cricket season next Spring, there is a real risk that the current conditions will require significant remedial work from the Council to restore the outfield to a safe and usable condition. When areas with no grass dry and crack they become extremely dangerous with potential for balls popping up off the surface and risking head injuries.

We wanted to flag this to you at the earliest opportunity, rather than springing it on your down the line. As you know, these works can be costly, and we are keen to avoid unnecessary damage wherever possible.

Richard suggested to us that at Maurice Thornton, the Council operate a system to help manage this through the winter, to review the ground conditions towards the end of each week to assess whether the pitches are suitable for use that weekend. With more rain forecast, this could provide clarity for everyone and help protect the surface until it has a chance to recover.

I want to stress that we absolutely support the Rec being used for as much sport as possible. Our intention is simply to ensure that, given the weather, we take a coordinated approach to safeguarding the playing surface so it remains in good condition for all clubs in the months ahead.

Thank you for taking the time to consider this. I would welcome any thoughts on how we can work together to manage the ground over the coming weeks.

Kind regards,

Harry Chatfield

Chair, Hailsham Cricket Club



Proposal

To consider a way forward to ensure the recreational ground is safe and usable by all sporting groups.

Tony Lee
Operations and Facilities Manager