Mayor's Update Report

Full Council Meeting - September 2026

Since the previous Full Council meeting, I have had the pleasure of attending a wide range of community, charity and civic events across Polegate and the wider area.

In July, I attended the 10th Anniversary Celebration of Linking Lives Eastbourne, where I learned about the valuable community work undertaken by Sweet Circus CIC in promoting wellbeing, confidence and social inclusion. I also attended an event hosted by Medi Tech Trust, an award-winning charity making a significant difference both locally and internationally through the redistribution of medical equipment and healthcare support.

I was pleased to attend the Eastbourne Concern Orchestra's 75th Anniversary Gala, as well as the Civic Service of the Mayor of Peacehaven, Councillor Aimee Harman, which provided an inspiring celebration of community engagement and public service.

Closer to home, I officially opened the Bernhard Baron Care Home Summer Fayre, which saw residents, families and local people come together for a successful afternoon of fundraising and entertainment. I also visited Olave 2026, the international Girlguiding camp, where it was inspiring to meet young people from across the UK and overseas and witness the opportunities being provided for personal development, leadership and cultural exchange.

In August, I attended the 25th Anniversary Celebration of Victoria House Care Home, recognising their outstanding contribution to caring for local residents over the past quarter of a century.

I also visited the newly opened Wealden Community Sports Hub, an impressive facility providing a wide range of sporting and recreational opportunities for residents across the district. It was encouraging to see improved public transport links serving the site and to discuss accessibility considerations with users of the facility.

Alongside the Deputy Mayor, I attended the 10th Anniversary of Weald on the Field, a well-supported community event celebrating local music, businesses and community spirit.

I was honoured to officially open the first Breatheasy Eastbourne Sports Day, recognising the determination and achievements of individuals living with long-term lung conditions and celebrating the work of volunteers supporting pulmonary rehabilitation.

Another highlight was officially opening Poppetts Pre-School in Polegate, supporting a new local business that will provide valuable early years opportunities for local families.

Finally, I attended and officially opened a charity fundraising event, "Smash the Car for Charity", raising money for Children with Cancer and Ronald McDonald House Charities. It was wonderful to see so many people supporting worthwhile causes whilst enjoying a unique community event.

I would like to thank all organisers, volunteers and participants involved in these events. Their dedication continues to strengthen our communities, support local causes and showcase the very best of community spirit across Polegate and the surrounding area.

Polegate Town Council, Council Office, 49 High Street, Polegate BN26 6AL

Telephone: 01323 488114

Town Clerk *Jo Tricker: admin@polegatetowncouncil.gov.uk*

Town mayor *Cllr Dan Dunbar: cllr.d.dunbar@polegatetowncouncil.gov.uk*

Minutes of Meeting of the **FULL COUNCIL** held on **29th June 2026 in the Council Chamber, 49 High Street, Polegate, BN26 6AL at 19:00.**

PRESENT: Councillors S Shing, D Dunbar, J Heward, C Berry, M Piper, M Cunningham, D Murray, W Heasman-O'Neill, G Archer, M Caira, A Wood, A O'Kane **(12)**

NOT PRESENT: Cllrs J Keen, D Watts, D Shing **(3)**

1 Members of Public

M I N U T E S

14145 Item 1: Opportunity for Public Comment for items on the agenda

None

14146 Item 2: Apologies for absence

Apologies from Cllrs D Watts, D Shing **(3)**

No other apologies received

14147 Item 3: Declarations of interest

None

14148 Item 4: Mayors Verbal Update

The Mayor and the Town Clerk attended the Larger Parish forum meetings, which have proved successful. These meetings provide a useful opportunity to discuss local matters and share information and have been particularly helpful for both Mayors and Clerks.

The Mayor also attended the Bernhard Baron Easter Event, which was a lovely occasion and well attended by the community.

In addition, the Mayor attended a performance by the Eastbourne Concert Orchestra, which was a privilege to attend in the capacity of Mayor.

14149 Item 5: Minutes of the 29th May 2026

To resolve that the minutes of the Full Council meeting as circulated on the agenda be confirmed as a correct record and signed by the Chair.

It was resolved to adopt the minutes and recommendations of the Full Council Meeting 29th May 2026. VOTE all in favour. 1 abstention D Shing.

14150 Item 6: Finances

a. To note by all present Barclay Card Statements May 2026
It was noted by everyone present the Barclay Card Statements for May 2026.
b. To resolve and accept the variance of Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (May 2026) including VAT return. Financial Report for Full Council for income and expenditure variance. For approval of variances shown.
It was resolved to accept the variances of Bank Reconciliations, income and expenditure reports, trial balances, ear marked reserves including VAT return for May 2026.

14151 Item 7: Reports from outside bodies

a. Polegate Twinning Association
b. MP's June Report

It was noted by all present.

14152 Item 8: Dates of the next meeting

To note the dates of the next Full Council Meeting

- Full Council Meeting 27th July 2026
- Full Council Meeting 28th September 2026
- Full Council Meeting 26th October 2026
- Full Council Meeting 30th November 2026

It was noted by all present.

14153 Item 9: Confidential

Full Council to consider pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 whether the public and press should be excluded from the meeting on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted. (Land Matters)

It was resolved to go into confidential session. VOTE all in favour.

14154 Item 10: Land Matters – Bid for Land Parcels

It was resolved to delegate to the clerk to bid for the land parcels in the confidential reports, values as discussed and agreed. VOTE all in favour.

The meeting closed at 20:30

Signed Chair of Meeting ____________________________Date_________________________

barclaycard commercial

barclaycard

Item 6:

SUMMARY FOR POLEGATE TOWN COUNCIL

Company reference:	[redacted]
Statement date:	20 July 2026
Page number:	1 of 3
Monthly spend limit:	[redacted]

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel:	0800 008 008
Outside UK:	+44 1604 269452
ROI:	1800 849 123
Online:	www.barclaycard.co.uk/commercial

Date of previous statement:	20 June 2026
Previous balance:	£502.00
Payment received:	£502.00 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£937.15
New balance:	**£937.15**
Payment due by:	**27 July 2026**

1/2

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3****537, at branch 20 -**- 91 will be debited with the amount of the new balance on or immediately after 27 July 2026."

Allocation of payments

If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.
The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	502.00
29 Jun 2026	DIRECT DEBIT PAYMENT THANK YOU	502.00 CR
Total of payment, charges and adjustments		**£0.00**

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
J TRICKER	[redacted]	1,000	937.15
Total cardholder expenditure			**£937.15**
New balance			**£937.15**

000492 BBA1642A Page 1 of 2

	NET	VAT	GROSS
	309		309
8060/102	75.83	15.17	91
4045	270	–	270
4146	161.07	32.22	193.29
4096	45	9	54
4146	17.47	2.39	19.86
	878.37	58.78	937.15

[redacted]

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SUMMARY FOR POLEGATE TOWN COUNCIL

Company reference: [redacted]
Statement date: 20 July 2026
Page number: 2 of 3

barclaycard commercial

barclaycard

[redacted]

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference:	[redacted]
Card number:	
Statement date:	20 July 2026
Page number:	3 of 3
Monthly spend limit:	[redacted]

Date	Description	Amount
22 Jun 2026 230685383906	PLANNING PORTAL BIRMINGHAM LND BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	✓400.00
3 Jul 2026 060787787536	CANVA* I04931-21714567 AUSTIN TX COMMERCIAL PHOTOGRAPHY, ART, AND GRAPHICS	✓270.00
13 Jul 2026 140772719656	HAMPSHIRE FLAG COMPANY WaterloovilleENG MISCELLANEOUS PUBLISHING & PRINTING	✓193.29
16 Jul 2026 170785383906	SP POPPY SHOP LONDON LND MISCELLANEOUS GENERAL MERCHANDISE STORES	✓54.00
17 Jul 2026 200785383906	URBAN HYGI* URBAN HYGI DONCASTER LND MISCELLANEOUS GENERAL MERCHANDISE STORES	✓19.86
5 new purchases / cash advances. Total of spending.		£937.15

[redacted]

barclaycard commercial

barclaycard

[redacted]

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
ROI: 1800 849 123
Online: www.barclaycard.co.uk/commercial

Company reference: [redacted]
Card number:
Statement date:
Page number: 3 of 3
Monthly spend limit: £1,000.00

Date	Description	Amount
30 Jul 2026 310785383906	PLANNING PORTAL BIRMINGHAM LND BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	77.25
3 Aug 2026 040885383906	AMAZON* 0885H59X5 LONDON LND MISCELLANEOUS GENERAL MERCHANDISE STORES	11.31
3 Aug 2026 040885383906	AMAZON* 3W0UF4885 LONDON LND MISCELLANEOUS GENERAL MERCHANDISE STORES	12.74
11 Aug 2026 120885383906	AMAZON UK* 703KI1745 LONDON LND MISCELLANEOUS GENERAL MERCHANDISE STORES	12.63
12 Aug 2026 130885383906	WWW.SUNSHINEGYM.CO.UK NEWCASTLE UNDLND MISCELLANEOUS GENERAL MERCHANDISE STORES	30.00
17 Aug 2026 180852718716	AMZNMktplace*IG5ZW0AV5 LONDON GBR MISCELLANEOUS AND RETAIL STORES	10.98
17 Aug 2026 180885383906	AT&F SOLUTIONS LTD WORCESTER LND SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	30.00
* 18 Aug 2026 190882717086	Dry Clean London GBR DRY CLEANERS	58.50
18 Aug 2026 190805272466	INTERNAL DRAINAGE BOAR KING'S LYNN UTILITIES - GAS, WATER, SANITARY, ELECTRIC	100.00
9 new purchases / cash advances. Total of spending.		£343.41

* NOT A PAYMENT MADE BY PTC

FRAUD CLAIM FORM COMPLETED & SENT 27 AUG 26

SPOKE TO BARCLAYCARD 27 AUG 26 REGARDING THIS PAYMENT

OLD CARD HAS BEEN CUT UP AND A NEW CARD IS BEING SENT TO 49 HIGH ST

	NET	VAT	GROSS
4039	77 25	-	77 25
4220	9·42	1·89	11 31
4220	10·62	2 12	12·74
4220	10·52	2 11	12 63
4242	30 00		00
4146	9·15	1 83	10·98
4016	30 00		
4039	100	-	100 -
	276·96	7.95	284 91 +

4056 58 50

[redacted]

barclaycard commercial

barclaycard

SUMMARY FOR POLEGATE TOWN COUNCIL

Company reference:	[redacted]
Statement date:	20 August 2026
Page number:	1 of 3
Monthly spend limit:	£2,600.00

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel:	0800 008 008
Outside UK:	+44 1604 269452
ROI:	1800 849 123
Online:	www.barclaycard.co.uk/commercial

Date of previous statement:	20 July 2026
Previous balance:	£937.15
Payment received:	£937.15 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£343.41
New balance:	**£343.41**
Payment due by:	**27 August 2026**

Payment instructions

"Thank you for using Barclaycard Commercial. Your bank account 3****537, at branch 20 -**- 91 will be debited with the amount of the new balance on or immediately after 27 August 2026."

Allocation of payments
If you do not pay off the full amount outstanding by the payment due date, we will allocate any partial payments to the outstanding balance in the following order: Default fees, Interest, Service Charges, Fees, Transactions and Cash.
The way in which payments are allocated can make a significant difference to the amount of interest you will pay until the balance is cleared completely.

Payments, charges and adjustments

	BALANCE FROM PREVIOUS STATEMENT	937.15
27 Jul 2026	DIRECT DEBIT PAYMENT THANK YOU	937.15 CR
Total of payment, charges and adjustments		**£0.00**

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
[redacted]	[redacted]	1,000	343.41
Total cardholder expenditure			**£343.41**
New balance			**£343.41**

[redacted]

barclaycard | payments

[redacted]

PO Box 4000, Wigston LE18 9EN

Date: 02 September 2026

Dear Mrs Tricker,

1/1

Barclaycard Payments

Cardholder Name: J Tricker
Account Number ending: 8343

Important news about your Barclaycard account

We have reviewed the information for your fraud claim and we are pleased to tell you that we've arranged for your account to be refunded.

We'd like to say sorry for any distress and inconvenience this experience may have caused, and we hope that you continue to get the most out of your Barclaycard account.

If you have any questions for us or you'd like to talk to us about this matter, just give us a call on **0800 015 9059***
and we'll be happy to help. We're here 24 hours a day, 7 days a week.

Yours sincerely,

Your Barclaycard Payments Team

This information is also available in large print, Braille or audio format by calling 0800 008 008*.

*Calls to 0800 numbers are free from UK landlines and personal mobiles, otherwise call charges may apply. International calls will be charged at a higher rate. Calls may be monitored or recorded in order to maintain high levels of security and quality of service.

FRAU32/UKE

**** See reverse for company status disclosure ****

96670 (04.25)

BARCLAYS

31 July 2026

MG 017302 F1VI210A 709F307AH00074 38500 B 91092

THE OFFICIALS
POLEGATE TOWN COUNCIL
COUNCIL OFFICE
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

1/4

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 31 July 2026

Business Current Accounts

Business Current Account Statement	£50,000.00
[redacted]	

Business Savings Accounts

Business Premium Account	£1,286,722.25
[redacted]	
Business Premium Account	£133,905.24
[redacted]	

This is the end of your account summary.

16197 00001 F1VI210A 1 of 4

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

B

[redacted]il
il

70143 039719 0125 E 38500

Account Summary	
Opening Balance	90,291.01
Payments In	94.99
Payments Out	0.00
Closing Balance	90,386.00

Interest Rate - Valid as at end date of the statement period
1.29% AER

International Bank Account Number
[redacted]

13 June to 12 July 2026

Branch Identifier Code
[redacted]

Account Name
Polegate Town Council

Sortcode	Account Number	Sheet Number
[redacted]		81

Your Business Money Manager details

Date		Payment type and details	Paid out	Paid in	Balance
12 Jun 26		**BALANCE BROUGHT FORWARD**			**90,291.01**
12 Jul 26	CR	GROSS INTEREST			
		TO 11JUL2026		94.99	90,386.00
12 Jul 26		**BALANCE CARRIED FORWARD**			**90,386.00**

1010

1/2

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 1 - Current/Business Premium

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	31/07/2026		50,000.00
Business Premium Account	31/07/2026		1,286,722.25
			1,336,722.25
Unpresented Payments (Minus)		**Amount**	
		0.00	
			0.00
			1,336,722.25
Unpresented Receipts (Plus)			
		0.00	
			0.00
			1,336,722.25
		Balance per Cash Book is :-	**1,336,722.25**
		Difference is :-	**0.00**

Signatory 1:

Name ....Signed ....Date ....

Signatory 2:

Name ....Signed ....Date ....

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Tracker Account	31/07/2026		133,905.24
			133,905.24

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		133,905.24

Unpresented Receipts (Plus)		
	0.00	
		0.00
		133,905.24
	Balance per Cash Book is :-	133,905.24
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash Account	31/07/2026		200.00
			200.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		200.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		200.00

Balance per Cash Book is :- 200.00

Difference is :- 0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Salaries Control	31/07/2026		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	0.00
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current/Business Premium HSBC	31/07/2026		90,386.00
			90,386.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		90,386.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		90,386.00

Balance per Cash Book is :- 90,386.00

Difference is :- 0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/07/2026
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Natwest Reserve Account	31/07/2026		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	0.00
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Administration								
1060	Miscellaneous Income	0	6	0	(6)			0.0%	
	Administration :- Income	0	6	0	(6)				0
4010	Internal Auditor	0	263	500	237		237	52.5%	
4030	Postage	0	0	100	100		100	0.0%	
4031	Stationery	0	610	1,575	965		965	38.7%	
4032	Photocopier copy charges	318	544	1,545	1,001		1,001	35.2%	
4035	Computer consumables	0	0	350	350		350	0.0%	
4036	Office IT equip't inc antiviru	24	49	825	776		776	5.9%	
4037	Website	4	36	412	376		376	8.7%	
4039	Legal fees	0	782	5,000	4,218		4,218	15.6%	
4040	Audit Fees (external audit)	0	0	1,648	1,648		1,648	0.0%	
4043	Insurance Premiums	0	7,046	10,000	2,954		2,954	70.5%	
4044	Insurance Tree Survey	0	0	2,000	2,000	695	1,305	34.8%	
4045	Subscriptions	270	3,329	4,200	871		871	79.3%	
4046	Publications	0	56	400	344		344	14.1%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	260	10,000	9,740	5,648	4,092	59.1%	
4050	Town Council Elections	0	0	5,000	5,000		5,000	0.0%	
4053	Refreshments	0	0	250	250		250	0.0%	
4056	Bank/Barclaycard charges	45	184	800	616		616	23.0%	
4059	First Aid	0	126	150	24		24	83.9%	
4063	Hire of Halls	0	82	300	219		219	27.2%	
4069	Office telephones	222	(2,479)	1,200	3,679	3,164	514	57.1%	
4070	Broadband/Internet	0	101	730	629		629	13.8%	
4071	IT Services incl backups	283	1,104	4,500	3,396		3,396	24.5%	
4072	IT costs office 365	201	1,594	3,500	1,906		1,906	45.5%	
4073	IT reserve for new machines	0	40	3,500	3,460		3,460	1.1%	
8060	Misc Resolved Gen Reserves & c	385	5,233	0	(5,233)		(5,233)	0.0%	
	Administration :- Indirect Expenditure	1,752	18,959	58,635	39,676	9,507	30,169	48.5%	0
	Net Income over Expenditure	(1,752)	(18,953)	(58,635)	(39,682)				
103	Town Councillors								
4090	Councillors' allowances	0	607	8,300	7,693		7,693	7.3%	
4091	Councillors' expenses	0	45	600	555		555	7.4%	
4092	Councillors' training	0	45	500	455		455	9.0%	
4093	Mayor's allowance Civic Duties	0	302	1,500	1,198		1,198	20.1%	302
4097	Civic Event	0	0	1,000	1,000		1,000	0.0%	
	Town Councillors :- Indirect Expenditure	0	998	11,900	10,902	0	10,902	8.4%	302
	Net Expenditure	0	(998)	(11,900)	(10,902)				
6000	plus Transfer from EMR	0	302	0	(302)				
	Movement to/(from) Gen Reserve	0	(696)	(11,900)	(11,204)				

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104	**General Administration**								
1010	Investment Income	95	4,781	4,000	(781)			119.5%	
1060	Miscellaneous Income	0	344	0	(344)			0.0%	
1063	CIL funds from developers	0	210,777	0	(210,777)			0.0%	210,777
1064	s106 PCAssn refurb	275,437	275,437	0	(275,437)			0.0%	275,437
1076	Precept	0	293,565	587,130	293,565			50.0%	
	General Administration :- Income	275,532	784,904	591,130	(193,774)			132.8%	486,215
4100	Grants to other Organisations	0	0	2,500	2,500		2,500	0.0%	
4103	Public Info event(s)	0	0	1,000	1,000		1,000	0.0%	
4104	Events	0	34	2,000	1,966		1,966	1.7%	
4105	Finance Software	0	1,498	2,000	502		502	74.9%	
4108	Summer Festival	822	2,509	7,000	4,491		4,491	35.8%	
8060	Misc Resolved Gen Reserves & c	0	2,310	0	(2,310)		(2,310)	0.0%	
	General Administration :- Indirect Expenditure	822	6,351	14,500	8,149	0	8,149	43.8%	0
	Net Income over Expenditure	274,711	778,553	576,630	(201,923)				
6001	less Transfer to EMR	275,437	486,215	0	(486,215)				
	Movement to/(from) Gen Reserve	(727)	292,339	576,630	284,291				
201	**Council Offices**								
4004	Cleaning contract	100	375	1,260	885		885	29.8%	
4130	Council Tax	786	3,143	8,000	4,857		4,857	39.3%	
4131	Electricity	155	825	5,000	4,175		4,175	16.5%	
4132	Water charges	41	164	1,000	836		836	16.4%	
4133	Sewerage	0	0	1,000	1,000		1,000	0.0%	
4136	Photocopier - lease	0	371	1,500	1,129		1,129	24.8%	
4139	Window Cleaning	25	100	350	250		250	28.6%	
4140	Alarm Maintenance	0	0	560	560		560	0.0%	
4141	Fire Precautions	0	0	560	560		560	0.0%	
4142	Other Maintenance	0	78	1,500	1,423	130	1,293	13.8%	
4146	Other Office Equipment	344	397	2,000	1,603		1,603	19.9%	
4154	Housekeeping San bins 49 & gar	0	271	400	129		129	67.8%	
4155	Refuse Collecting	199	431	2,000	1,569		1,569	21.5%	
8060	Misc Resolved Gen Reserves & c	1,860	1,860	0	(1,860)		(1,860)	0.0%	
	Council Offices :- Indirect Expenditure	3,509	8,016	25,130	17,114	130	16,985	32.4%	0
	Net Expenditure	(3,509)	(8,016)	(25,130)	(17,114)				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
202	51 High Street								
4170	51 High Street - expenditure	26	150	2,000	1,850		1,850	7.5%	
	51 High Street :- Indirect Expenditure	26	150	2,000	1,850	0	1,850	7.5%	0
	Net Expenditure	(26)	(150)	(2,000)	(1,850)				
203	The Pavilion								
1030	Rental Income-CIC	0	1,480	1,500	20			98.7%	
	The Pavilion :- Income	0	1,480	1,500	20			98.7%	0
	Net Income	0	1,480	1,500	20				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	0	23,000	33,800	10,800		10,800	68.0%	
	Wannock Office :- Indirect Expenditure	0	23,000	33,800	10,800	0	10,800	68.0%	0
	Net Expenditure	0	(23,000)	(33,800)	(10,800)				
205	High Street Toilets								
1035	High St Toilets Community Sche	413	825	1,300	475			63.5%	
	High Street Toilets :- Income	413	825	1,300	475			63.5%	0
4500	Toilets High St - Cleaning	381	1,522	7,000	5,478	3,269	2,209	68.4%	
4501	Toilets High St - Maintenance	0	2,372	2,500	128		128	94.9%	
4504	Toilets High St - Other	0	129	800	671		671	16.1%	
4506	Toilets High St - Vandalism	0	0	400	400		400	0.0%	
	High Street Toilets :- Indirect Expenditure	381	4,023	10,700	6,677	3,269	3,408	68.2%	0
	Net Income over Expenditure	32	(3,198)	(9,400)	(6,202)				
301	Town Centre and Community Safe								
4201	CCTV costs	0	1,039	5,500	4,461		4,461	18.9%	
4202	Defibrillators	0	(353)	1,500	1,853	353	1,500	0.0%	
4203	Defib replace savings	0	0	2,000	2,000		2,000	0.0%	
8060	Misc Resolved Gen Reserves & c	0	3,528	0	(3,528)		(3,528)	0.0%	
	Town Centre and Community Safe :- Indirect Expenditure	0	4,214	9,000	4,786	353	4,433	50.7%	0
	Net Expenditure	0	(4,214)	(9,000)	(4,786)				

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
302	Recreation Grounds								
1022	Brightling Road lease	0	0	120	120			0.0%	
	Recreation Grounds :- Income	0	0	120	120			0.0%	0
4220	General Maintenance	1,705	(516)	20,000	20,516	7,836	12,680	36.6%	542
4223	Grounds Maintenance	533	1,774	10,000	8,226		8,226	17.7%	
4224	Travel Costs re playgrounds	0	0	2,000	2,000		2,000	0.0%	
4226	Jubilee Nature Reserve	0	0	2,000	2,000	434	1,566	21.7%	
4230	Skate Park	0	0	3,000	3,000	122	2,878	4.1%	
4238	Litter Bins	200	908	8,000	7,092	46	7,046	11.9%	
4240	Oakleaf Lease Charges	0	170	180	10		10	94.4%	
4241	Dog Bins	0	0	3,000	3,000		3,000	0.0%	
4242	Playground Equipment	0	0	11,000	11,000	15	10,985	0.1%	
4243	Safety Inspections	210	653	4,000	3,347		3,347	16.3%	
8060	Misc Resolved Gen Reserves & c	3,465	14,193	0	(14,193)	14,112	(28,305)	0.0%	
	Recreation Grounds :- Indirect Expenditure	6,113	17,183	63,180	45,997	22,565	23,432	62.9%	542
	Net Income over Expenditure	(6,113)	(17,183)	(63,060)	(45,877)				
6000	plus Transfer from EMR	542	542	0	(542)				
	Movement to/(from) Gen Reserve	(5,571)	(16,641)	(63,060)	(46,419)				
303	Highways								
1051	Urban Grasscutting Income	0	6,906	6,906	0			100.0%	
	Highways :- Income	0	6,906	6,906	0			100.0%	0
4256	Urban grasscutting	2,250	6,751	30,000	23,249		23,249	22.5%	
4258	Flower Beds	1,051	4,815	8,850	4,035		4,035	54.4%	
4259	Council Gardens - office	20	60	1,100	1,040		1,040	5.5%	
4263	Bulb Planting	0	0	2,000	2,000		2,000	0.0%	
4264	SID/VAS maintenance moving	0	0	1,100	1,100		1,100	0.0%	
	Highways :- Indirect Expenditure	3,322	11,626	43,050	31,424	0	31,424	27.0%	0
	Net Income over Expenditure	(3,322)	(4,721)	(36,144)	(31,423)				
304	Allotments								
1070	Allotment Fees	16	35	2,500	2,465			1.4%	
1072	Gosford Way Allotments	13	13	175	163			7.1%	
1073	Allotment Deposit Retained	50	150	0	(150)			0.0%	150
	Allotments :- Income	79	198	2,675	2,477			7.4%	150
4270	Allotments - maintenance	162	513	1,000	487	399	88	91.2%	

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		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4271	Allotments - improvements	0	0	6,000	6,000	1,700	4,300	28.3%	
4272	Allotments - water	151	604	2,000	1,396		1,396	30.2%	
4273	Allotment - rent of land Gosfo	0	0	180	180		180	0.0%	
4274	Allotment Grounds maintenance	0	0	800	800	450	350	56.3%	
	Allotments :- Indirect Expenditure	313	1,117	9,980	8,863	2,549	6,314	36.7%	0
	Net Income over Expenditure	(234)	(919)	(7,305)	(6,386)				
6001	less Transfer to EMR	50	150	0	(150)				
	Movement to/(from) Gen Reserve	(284)	(1,069)	(7,305)	(6,236)				
305	Street Lighting								
4280	Street Light - energy	656	3,358	25,000	21,642		21,642	13.4%	
4281	Street Light - Maint contract	0	5,584	15,000	9,416		9,416	37.2%	
4282	St Light - works/impro/maint	0	45	12,000	11,955		11,955	0.4%	
4286	Christmas decorations	0	(700)	16,000	16,700		16,700	(4.4%)	
	Street Lighting :- Indirect Expenditure	656	8,287	68,000	59,713	0	59,713	12.2%	0
	Net Expenditure	(656)	(8,287)	(68,000)	(59,713)				
306	Prize and Prize Giving								
4096	Remembrance Wreath	45	45	70	25		25	64.3%	
	Prize and Prize Giving :- Indirect Expenditure	45	45	70	25	0	25	64.3%	0
	Net Expenditure	(45)	(45)	(70)	(25)				
307	The Polegate Partnership								
1040	SponsorFlower Beds Hailsham Rd	0	(250)	0	250			0.0%	
	The Polegate Partnership :- Income	0	(250)	0	250				0
4306	Replace Hailsham Rd Beds	0	0	450	450		450	0.0%	
4307	Hailsham Flowers Maintenance	407	559	600	41		41	93.2%	
	The Polegate Partnership :- Indirect Expenditure	407	559	1,050	491	0	491	53.2%	0
	Net Income over Expenditure	(407)	(809)	(1,050)	(241)				
401	The Planning Committee								
4320	Planning Committee - Halls	0	0	50	50		50	0.0%	
	The Planning Committee :- Indirect Expenditure	0	0	50	50	0	50	0.0%	0
	Net Expenditure	0	0	(50)	(50)				

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
701	The Retired								
7001	The Retired	0	0	2,000	2,000		2,000	0.0%	
	The Retired :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
	Net Expenditure	0	0	(2,000)	(2,000)				
	Grand Totals:- Income	276,023	794,070	603,631	(190,439)			131.5%	
	Expenditure	17,345	104,529	353,045	248,516	38,372	210,144	40.5%	
	Net Income over Expenditure	258,678	689,541	250,586	(438,955)				
	plus Transfer from EMR	542	844	0	(844)				
	less Transfer to EMR	275,487	486,365	0	(486,365)				
	Movement to/(from) Gen Reserve	(16,267)	204,020	250,586	46,566				

Polegate Town Council

Income and Expenditure Account for Year Ended 31st March 2026

31st March 2025		31st March 2026
	Income Summary	
514,937	Precept	293,565
514,937	Sub Total	293,565
	Operating Income	
2,449	Employee costs	(2,124)
80	Administration	6
636	Town Councillors	0
11,633	General Administration	491,339
170	Council Offices	0
1,437	The Pavilion	1,480
1,650	High Street Toilets	825
1,220	Town Centre and Community Safe	0
285	Recreation Grounds	0
5,342	Highways	6,906
3,278	Allotments	198
1,298	The Polegate Partnership	(250)
544,415	Total Income	791,946
	Expenditure Summary	
21,809	General Maintenance	(516)
21,809	Sub Total	(516)
	Running Costs	
228,602	Employee costs	98,792
47,700	Administration	18,959
14,779	Town Councillors	998
3,076	General Administration	6,351
25,524	Council Offices	8,016
679	51 High Street	150
34,981	Wannock Office	23,000
8,679	High Street Toilets	4,023
4,456	Town Centre and Community Safe	4,214
22,870	Recreation Grounds	17,699
30,150	Highways	11,626
5,459	Allotments	1,117
41,299	Street Lighting	8,287
48	Prize and Prize Giving	45
752	The Polegate Partnership	559
1,703	The Retired	0
492,564	Total Expenditure	203,321
	General Fund Analysis	
249,666	Opening Balance	270,723
544,415	Plus : Income for Year	791,946
794,081		1,062,669
492,564	Less : Expenditure for Year	203,321
301,517		859,348
30,794	Transfers TO / FROM Reserves	485,521
270,723	Closing Balance	373,828

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/07/2026	Lewes District Council	BX381222	100.00		Play Park Inspections
01/07/2026	VIKING Office Depot Internatio	BX379295	7.19		Stationery
01/07/2026	Eastbourne Electrical LLP	BX383601	93.00		Fix light in Clerks Office
01/07/2026	[redacted]	BX374999	25.25		Padlock for Cophall Allotments
01/07/2026	Grounds Maintenance Associatio	BX401554	10,746.00		Design and Support work
01/07/2026	Ace Landscapes	BX401571	849.60		Grounds Maintenance
01/07/2026	Recorra Sout East Ltd	BX382225	99.11		Refuse Collection
01/07/2026	VIKING Office Depot Internatio	BX384447	248.32		Stationery
01/07/2026	Europlants Ltd	BX381226	4,573.89		Summer displays & maintenance
01/07/2026	Bourne Air Conditioning Limite	BX389614	5,076.00		Replace Air con at 49 High St
01/07/2026	Corner Water Consulting	BX395269	2,400.00		Drainage work
01/07/2026	Business Stream	Cophall	151.00		Cophall Water
01/07/2026	Business Stream	49/51Water	41.07		49/51 High St Water
04/07/2026	Barclays Bank PLC	Charges	44.94		Bank Charges for July 26
07/07/2026	Bright HR	DD July 26	201.82		Provision of HR Services
09/07/2026	Nest Pension Scheme	DIRECT DEB	981.95		Nest Pension for July 26
10/07/2026	Advo One Ltd	DD 10-07-2	154.99		Payroll Services
15/07/2026	PJC Consultancy Ltd	BX433744	234.00		Production of pruning report
15/07/2026	[redacted]	BX430997	50.00		Refund of deposit
15/07/2026	Ripley Ltd	BX409209	194.40		Cophall Allotments
15/07/2026	Playsafety Ltd	BX407084	252.00		Annual Inspection
15/07/2026	Sussex Party Bales	BX414286	360.00		Hay Bale hire for festival
15/07/2026	Ace Landscapes	406918	972.00		Paint benches by toilet
15/07/2026	Uckfield Town Council	BX429353	75.00		Town Crier Services at Fete
15/07/2026	Mulberry Local Aurhority Servi	BX412826	840.00		Professional Services
15/07/2026	Hampshire Flag Company Limited	BX419913	2,232.00		Replace the flagpole
15/07/2026	RISE Adaptations Ltd	BX431249	1,074.00		Repair door & radar lock
15/07/2026	Echo Cleaning	BX514698	150.00		Office & Window Cleaning
15/07/2026	SME IT Solutions Ltd	BX522454	270.08		IT Office Costs
15/07/2026	Dragon Event Services	BX514717	204.00		Event Stewards for Festival
15/07/2026	SME IT Solutions Ltd	BX516952	344.20		IT Office Costs
15/07/2026	Ace Landscapes	BX513541	879.60		Litter bins & Grounds Main
15/07/2026	Blue Frog Cleaning Services Lt	BX514705	456.65		Cleaning Services
15/07/2026	Europlants Ltd	BX515648	1,261.68		Summer maintenance
15/07/2026	Europlants Ltd	BX515652	104.40		Monthly maintenance
15/07/2026	SME IT Solutions Ltd	BX523909	266.12		IT Office Costs
15/07/2026	Recorra Sout East Ltd	BX512770	238.28		Refuse Collection
15/07/2026	IDVerde	BX524755	2,700.59		Urban Grasscutting
15/07/2026	SME IT Solutions Ltd	BX522211	197.99		Set up & Install Router
15/07/2026	IDVerde	BX525159	2,496.00		Playground Inspections
15/07/2026	Streetlights	BX525185	54.00		Col I High St
15/07/2026	Staff Salaries Cash Book	Jul Sals	12,476.08		July Salary
15/07/2026	Wealden District Council	July 26	786.00		Business Rates
15/07/2026	Barclays Bank PLC	July 26 BC	937.15		Misc Spend
15/07/2026	Drax Energy Solutions Ltd	July 26 DR	787.67		Supply of Street Lighting
15/07/2026	EDF Energy	July 26 49	162.63		49 High St Electric
15/07/2026	EDF Energy	July 26 51	27.02		51 High St Electric

Continued on Page 2

Polegate Town Council

Current/Business Premium

List of Payments made between 01/07/2026 and 31/07/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
22/07/2026	Inland Revenue	DIRECT DEB	4,297.43		Tax & NI for July 26
		Total Payments	61,175.10		

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Employee costs	Income	0	(2,124)	3,500	5,624			(60.7%)
	Expenditure	21,029	98,792	284,567	185,775	4,875	180,901	36.4%
	Net Income over Expenditure	(21,029)	(100,916)	(281,067)	(180,151)			
	plus Transfer from EMR	0	0	0	0			
	less Transfer to EMR	0	0	0	0			
	Movement to/(from) Gen Reserve	(21,029)	(100,916)	(281,067)	(180,151)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	0	(2,124)	3,500	5,624			(60.7%)
Expenditure	21,029	98,792	284,567	185,775	4,875	180,901	36.4%
Net Income over Expenditure	(21,029)	(100,916)	(281,067)	(180,151)			
plus Transfer from EMR	0	0	0	0			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	(21,029)	(100,916)	(281,067)	(180,151)			

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			3,538.97	
200	Current/Business Premium			1,336,722.25	
201	Tracker Account			133,905.24	
203	HSBC Deposit A/C			90,386.00	
210	Petty Cash			200.00	
310	General reserves				270,723.17
320	Council Office Mntce Fund				12,763.00
322	Town Election/Poll/Referendum				6,910.71
324	Elections Fund				20,972.97
328	Office IT Equipment Reserve				45.40
331	Brightling Reserve				41,362.21
334	Town Focal Enhancemt Reserve				592.20
335	Street Lights Reserve				85,174.06
338	Hailsham Beds Reserve				1,848.54
339	Office Alterations Reserve				19,899.75
341	Staff - Consultant/Temporary				220.55
342	S106 funds				251,207.38
344	Play Equipment				2,665.00
346	Neighbourhood Plan				15,000.00
347	CCTV reserve				519.44
348	Consultation/Newsletter				448.00
349	CIL funds				301,812.50
350	Picnic Benches				68.51
351	Skate Park				9,346.00
352	Overtime				1,546.23
353	Polegate Community Library				49,780.00
354	New air con unit				1,220.00
355	Christmas Lights (new)				1,750.00
356	Bins				5,250.00
358	VAS (SID)				4,269.60
359	Land purchase car park				100.00
360	Land Purchase open space				40,100.00
361	Allotment unreturned deposits				150.00
362	EMR Training Courses				2,476.00
366	Allotment major works				9,872.61
367	Brightling Pathway				11,116.87
369	Bulb Planting				1,100.00
370	Brightling Vandalism				5,000.00
380	CM Administrator				1,681.00
381	S106 Community Centre Funding				275,437.11
500	Creditors				5,409.10
560	Deposits Held				3,810.00

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1010	Investment Income	104	General Administration		4,781.18
1030	Rental Income-CIC	203	The Pavilion		1,480.47
1035	High St Toilets Community Sche	205	High Street Toilets		825.00
1040	SponsorFlower Beds Hailsham Rd	307	The Polegate Partnership	250.00	
1042	Sponsorship Litter Picker	101	Employee costs	2,123.79	
1051	Urban Grasscutting Income	303	Highways		6,905.79
1060	Miscellaneous Income	102	Administration		6.00
1060	Miscellaneous Income	104	General Administration		343.72
1063	CIL funds from developers	104	General Administration		210,777.44
1064	s106 PCAssn refurb	104	General Administration		275,437.11
1070	Allotment Fees	304	Allotments		35.29
1072	Gosford Way Allotments	304	Allotments		12.50
1073	Allotment Deposit Retained	304	Allotments		150.00
1076	Precept	104	General Administration		293,565.00
4000	[redacted]	101	Employee costs	[redacted]	
4002	[redacted]	101	Employee costs	[redacted]	
4003	[redacted]	101	Employee costs	[redacted]	
4004	Cleaning contract	201	Council Offices	375.00	
4005	[redacted]	101	Employee costs	[redacted]	
4007	NI (ER's)	101	Employee costs	5,772.57	
4008	Pension ER's contributions	101	Employee costs	2,173.48	
4009	Payroll	101	Employee costs	516.64	
4010	Internal Auditor	102	Administration	262.75	
4011	[redacted]	101	Employee costs	[redacted]	
4012	[redacted]	101	Employee costs	[redacted]	
4013	[redacted]	101	Employee costs	[redacted]	
4014	Consultancy/Locum Clerk	101	Employee costs		400.00
4016	Training Exps inc course fees	101	Employee costs	277.00	
4019	[redacted]	101	Employee costs	[redacted]	
4022	[redacted]	101	Employee costs	[redacted]	
4023	[redacted]	101	Employee costs	[redacted]	
4024	HR Contract	101	Employee costs	679.04	
4031	Stationery	102	Administration	609.74	
4032	Photocopier copy charges	102	Administration	544.44	
4036	Office IT equip't inc antiviru	102	Administration	48.52	
4037	Website	102	Administration	35.94	
4039	Legal fees	102	Administration	781.93	
4043	Insurance Premiums	102	Administration	7,045.99	
4045	Subscriptions	102	Administration	3,329.01	
4046	Publications	102	Administration	56.33	
4049	Tree Works	102	Administration	260.00	
4056	Bank/Barclaycard charges	102	Administration	183.86	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4059	First Aid	102	Administration	125.80	
4063	Hire of Halls	102	Administration	81.50	
4069	Office telephones	102	Administration		2,478.52
4070	Broadband/Internet	102	Administration	100.98	
4071	IT Services incl backups	102	Administration	1,104.29	
4072	IT costs office 365	102	Administration	1,593.86	
4073	IT reserve for new machines	102	Administration	39.98	
4090	Councillors' allowances	103	Town Councillors	606.60	
4091	Councillors' expenses	103	Town Councillors	44.55	
4092	Councillors' training	103	Town Councillors	45.00	
4093	Mayor's allowance Civic Duties	103	Town Councillors	302.00	
4096	Remembrance Wreath	306	Prize and Prize Giving	45.00	
4104	Events	104	General Administration	33.96	
4105	Finance Software	104	General Administration	1,498.00	
4108	Summer Festival	104	General Administration	2,509.17	
4130	Council Tax	201	Council Offices	3,143.25	
4131	Electricity	201	Council Offices	825.40	
4132	Water charges	201	Council Offices	164.28	
4136	Photocopier - lease	201	Council Offices	371.40	
4139	Window Cleaning	201	Council Offices	100.00	
4142	Other Maintenance	201	Council Offices	77.50	
4146	Other Office Equipment	201	Council Offices	397.16	
4154	Housekeeping San bins 49 & gar	201	Council Offices	271.06	
4155	Refuse Collecting	201	Council Offices	430.79	
4170	51 High Street - expenditure	202	51 High Street	149.95	
4198	PWMRG CIC Grant (Interim)	204	Wannock Office	23,000.00	
4201	CCTV costs	301	Town Centre and Community Safe	1,038.88	
4202	Defibrillators	301	Town Centre and Community Safe		353.00
4220	General Maintenance	302	Recreation Grounds		515.96
4223	Grounds Maintenance	302	Recreation Grounds	1,774.33	
4238	Litter Bins	302	Recreation Grounds	907.67	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4243	Safety Inspections	302	Recreation Grounds	653.33	
4256	Urban grasscutting	303	Highways	6,751.47	
4258	Flower Beds	303	Highways	4,814.97	
4259	Council Gardens - office	303	Highways	60.00	
4270	Allotments - maintenance	304	Allotments	513.00	
4272	Allotments - water	304	Allotments	604.00	
4280	Street Light - energy	305	Street Lighting	3,357.51	
4281	Street Light - Maint contract	305	Street Lighting	5,584.43	
4282	St Light - works/impro/maint	305	Street Lighting	45.00	
4286	Christmas decorations	305	Street Lighting		700.00

Continued over page

Trial Balance for Month No: 4

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership	558.94	
4500	Toilets High St - Cleaning	205	High Street Toilets	1,522.16	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,372.00	
4504	Toilets High St - Other	205	High Street Toilets	128.99	
6000	Transfer from EMR	103	Town Councillors		302.00
6000	Transfer from EMR	302	Recreation Grounds		542.00
6001	Transfer to EMR	104	General Administration	486,214.55	
6001	Transfer to EMR	304	Allotments	150.00	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	29,219.84	
8060	Misc Resolved Gen Reserves & c	102	Administration	5,232.83	
8060	Misc Resolved Gen Reserves & c	104	General Administration	2,310.00	
8060	Misc Resolved Gen Reserves & c	201	Council Offices	1,860.00	
8060	Misc Resolved Gen Reserves & c	301	Town Centre and Community Safe	3,528.37	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	14,193.40	
			Trial Balance Totals :	2,261,258.89	2,261,258.89
			Difference	0.00	

BARCLAYS

28 August 2026

THE OFFICIALS
POLEGATE TOWN COUNCIL
COUNCIL OFFICE
49 HIGH STREET
POLEGATE
EAST SUSSEX
BN26 6AL

Your Business accounts – at a glance

Up-to-date account information

To get your current balances or find out about other accounts you have that aren't listed here, log on to online banking (if you're registered), or call us on 0345 605 2345 .

Your balances on 28 August 2026

Business Current Accounts	
Business Current Account Statement	£50,000.00
[redacted]	
Business Savings Accounts	
Business Premium Account	£1,244,657.55
[redacted]	
Business Premium Account	£133,905.24
[redacted]	

This is the end of your account summary.

HSBC UK

Contact tel 03457 60 60 60
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

Your Statement

02866 040568 0126 E 38500

[redacted]

Account Summary	
Opening Balance	90,386.00
Payments In	98.26
Payments Out	0.00
Closing Balance	90,484.26

Interest Rate - Valid as at end date of the statement period
1.29% AER

International Bank Account Number
[redacted]
Branch Identifier Code
[redacted]

13 July to 12 August 2026

Account Name
Polegate Town Council

Sortcode	Account Number	Sheet Number
[redacted]	[redacted]	82

1/1

Your Business Money Manager details

Date	Payment type and details		Paid out	Paid in	Balance
12 Jul 26		**BALANCE BROUGHT FORWARD**			**90,386.00**
12 Aug 26	CR	GROSS INTEREST TO 11AUG2026		98.26	90,484.26
12 Aug 26		**BALANCE CARRIED FORWARD**			**90,484.26**

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 1 - Current/Business Premium

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	31/08/2026		50,000.00
Business Premium Account	31/08/2026		1,244,657.55
			1,294,657.55

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		1,294,657.55

Unpresented Receipts (Plus)		
	0.00	
		0.00
		1,294,657.55
	Balance per Cash Book is :-	1,294,657.55
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Tracker Account	31/08/2026		133,905.24
			133,905.24

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		133,905.24

Unpresented Receipts (Plus)		
	0.00	
		0.00
		133,905.24
	Balance per Cash Book is :-	133,905.24
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash Account	31/08/2026		200.00
			200.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		200.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		200.00

Balance per Cash Book is :-	200.00
Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Salaries Control	31/08/2026		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	0.00
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current/Business Premium HSBC	31/08/2026		90,484.26
			90,484.26

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		90,484.26

Unpresented Receipts (Plus)		
	0.00	
		0.00
		90,484.26
	Balance per Cash Book is :-	90,484.26
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Bank Reconciliation Statement as at 31/08/2026
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Natwest Reserve Account	31/08/2026		0.00
			0.00

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		0.00

Unpresented Receipts (Plus)		
	0.00	
		0.00
		0.00
	Balance per Cash Book is :-	0.00
	Difference is :-	0.00

Signatory 1:

Name .... Signed .... Date ....

Signatory 2:

Name .... Signed .... Date ....

Summary Income & Expenditure by Budget Heading 31/08/2026

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Employee costs	Income	65	(2,059)	3,500	5,559			(58.8%)
	Expenditure	19,490	118,282	284,567	166,285	3,375	162,910	42.8%
	Net Income over Expenditure	(19,425)	(120,341)	(281,067)	(160,726)			
	plus Transfer from EMR	0	0	0	0			
	less Transfer to EMR	0	0	0	0			
	Movement to/(from) Gen Reserve	(19,425)	(120,341)	(281,067)	(160,726)			
	Grand Totals:- Income	65	(2,059)	3,500	5,559			(58.8%)
	Expenditure	19,490	118,282	284,567	166,285	3,375	162,910	42.8%
	Net Income over Expenditure	(19,425)	(120,341)	(281,067)	(160,726)			
	plus Transfer from EMR	0	0	0	0			
	less Transfer to EMR	0	0	0	0			
	Movement to/(from) Gen Reserve	(19,425)	(120,341)	(281,067)	(160,726)			

Polegate Town Council

Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102	Administration								
1060	Miscellaneous Income	0	6	0	(6)			0.0%	
	Administration :- Income	0	6	0	(6)				0
4010	Internal Auditor	0	263	500	237		237	52.5%	
4030	Postage	0	0	100	100		100	0.0%	
4031	Stationery	156	766	1,575	809		809	48.6%	
4032	Photocopier copy charges	0	544	1,545	1,001		1,001	35.2%	
4035	Computer consumables	0	0	350	350		350	0.0%	
4036	Office IT equip't inc antiviru	24	73	825	752		752	8.8%	
4037	Website	0	36	412	376		376	8.7%	
4039	Legal fees	177	959	5,000	4,041		4,041	19.2%	
4040	Audit Fees (external audit)	0	0	1,648	1,648		1,648	0.0%	
4043	Insurance Premiums	0	7,046	10,000	2,954		2,954	70.5%	
4044	Insurance Tree Survey	0	0	2,000	2,000	695	1,305	34.8%	
4045	Subscriptions	0	3,329	4,200	871		871	79.3%	
4046	Publications	0	56	400	344		344	14.1%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	260	10,000	9,740	5,648	4,092	59.1%	
4050	Town Council Elections	0	0	5,000	5,000		5,000	0.0%	
4053	Refreshments	0	0	250	250		250	0.0%	
4056	Bank/Barclaycard charges	103	287	800	513		513	35.9%	
4059	First Aid	0	126	150	24		24	83.9%	
4063	Hire of Halls	0	82	300	219		219	27.2%	
4069	Office telephones	222	(2,257)	1,200	3,457	3,164	293	75.6%	
4070	Broadband/Internet	0	101	730	629		629	13.8%	
4071	IT Services incl backups	0	1,104	4,500	3,396		3,396	24.5%	
4072	IT costs office 365	201	1,795	3,500	1,705		1,705	51.3%	
4073	IT reserve for new machines	130	170	3,500	3,330	1,018	2,312	33.9%	
8060	Misc Resolved Gen Reserves & c	980	6,213	0	(6,213)		(6,213)	0.0%	
	Administration :- Indirect Expenditure	1,993	20,952	58,635	37,683	10,525	27,158	53.7%	0
	Net Income over Expenditure	(1,993)	(20,946)	(58,635)	(37,689)				
103	Town Councillors								
4090	Councillors' allowances	0	607	8,300	7,693		7,693	7.3%	
4091	Councillors' expenses	0	45	600	555		555	7.4%	
4092	Councillors' training	0	45	500	455		455	9.0%	
4093	Mayor's allowance Civic Duties	96	398	1,500	1,102		1,102	26.5%	302
4097	Civic Event	0	0	1,000	1,000		1,000	0.0%	
	Town Councillors :- Indirect Expenditure	96	1,094	11,900	10,806	0	10,806	9.2%	302
	Net Expenditure	(96)	(1,094)	(11,900)	(10,806)				
6000	plus Transfer from EMR	0	302	0	(302)				
	Movement to/(from) Gen Reserve	(96)	(792)	(11,900)	(11,108)				

Continued over page

Detailed Income & Expenditure by Budget Heading 31/08/2026

Month No: 5 Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104	**General Administration**								
1010	Investment Income	98	4,879	4,000	(879)			122.0%	
1060	Miscellaneous Income	0	344	0	(344)			0.0%	
1063	CIL funds from developers	0	210,777	0	(210,777)			0.0%	210,777
1064	s106 PCAssn refurb	0	275,437	0	(275,437)			0.0%	275,437
1076	Precept	0	293,565	587,130	293,565			50.0%	
	General Administration :- Income	98	785,003	591,130	(193,873)			132.8%	486,215
4100	Grants to other Organisations	0	0	2,500	2,500		2,500	0.0%	
4103	Public Info event(s)	0	0	1,000	1,000		1,000	0.0%	
4104	Events	0	34	2,000	1,966		1,966	1.7%	
4105	Finance Software	0	1,498	2,000	502		502	74.9%	
4108	Summer Festival	150	2,659	7,000	4,341		4,341	38.0%	
8060	Misc Resolved Gen Reserves & c	0	2,310	0	(2,310)		(2,310)	0.0%	
	General Administration :- Indirect Expenditure	150	6,501	14,500	7,999	0	7,999	44.8%	0
	Net Income over Expenditure	(52)	778,502	576,630	(201,872)				
6001	less Transfer to EMR	0	486,215	0	(486,215)				
	Movement to/(from) Gen Reserve	(52)	292,287	576,630	284,343				
201	**Council Offices**								
4004	Cleaning contract	100	475	1,260	785		785	37.7%	
4130	Council Tax	786	3,929	8,000	4,071		4,071	49.1%	
4131	Electricity	160	985	5,000	4,015		4,015	19.7%	
4132	Water charges	41	205	1,000	795		795	20.5%	
4133	Sewerage	0	0	1,000	1,000		1,000	0.0%	
4136	Photocopier - lease	0	371	1,500	1,129		1,129	24.8%	
4139	Window Cleaning	25	125	350	225		225	35.7%	
4140	Alarm Maintenance	0	0	560	560		560	0.0%	
4141	Fire Precautions	0	0	560	560		560	0.0%	
4142	Other Maintenance	130	207	1,500	1,293		1,293	13.8%	
4146	Other Office Equipment	9	406	2,000	1,594		1,594	20.3%	
4154	Housekeeping San bins 49 & gar	0	271	400	129		129	67.8%	
4155	Refuse Collecting	84	514	2,000	1,486		1,486	25.7%	
8060	Misc Resolved Gen Reserves & c	0	1,860	0	(1,860)		(1,860)	0.0%	
	Council Offices :- Indirect Expenditure	1,334	9,350	25,130	15,780	0	15,780	37.2%	0
	Net Expenditure	(1,334)	(9,350)	(25,130)	(15,780)				

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
202	51 High Street								
4170	51 High Street - expenditure	26	176	2,000	1,824		1,824	8.8%	
	51 High Street :- Indirect Expenditure	26	176	2,000	1,824	0	1,824	8.8%	0
	Net Expenditure	(26)	(176)	(2,000)	(1,824)				
203	The Pavilion								
1030	Rental Income-CIC	0	1,480	1,500	20			98.7%	
	The Pavilion :- Income	0	1,480	1,500	20			98.7%	0
	Net Income	0	1,480	1,500	20				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	0	23,000	33,800	10,800		10,800	68.0%	
	Wannock Office :- Indirect Expenditure	0	23,000	33,800	10,800	0	10,800	68.0%	0
	Net Expenditure	0	(23,000)	(33,800)	(10,800)				
205	High Street Toilets								
1035	High St Toilets Community Sche	0	825	1,300	475			63.5%	
	High Street Toilets :- Income	0	825	1,300	475			63.5%	0
4500	Toilets High St - Cleaning	0	1,522	7,000	5,478	2,508	2,970	57.6%	
4501	Toilets High St - Maintenance	195	2,567	2,500	(67)		(67)	102.7%	
4504	Toilets High St - Other	0	129	800	671		671	16.1%	
4506	Toilets High St - Vandalism	0	0	400	400		400	0.0%	
	High Street Toilets :- Indirect Expenditure	195	4,218	10,700	6,482	2,508	3,974	62.9%	0
	Net Income over Expenditure	(195)	(3,393)	(9,400)	(6,007)				
301	Town Centre and Community Safe								
4201	CCTV costs	0	1,039	5,500	4,461		4,461	18.9%	
4202	Defibrillators	0	(353)	1,500	1,853	353	1,500	0.0%	
4203	Defib replace savings	0	0	2,000	2,000		2,000	0.0%	
8060	Misc Resolved Gen Reserves & c	0	3,528	0	(3,528)		(3,528)	0.0%	
	Town Centre and Community Safe :- Indirect Expenditure	0	4,214	9,000	4,786	353	4,433	50.7%	0
	Net Expenditure	0	(4,214)	(9,000)	(4,786)				

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
302	**Recreation Grounds**								
1022	Brightling Road lease	0	0	120	120			0.0%	
	Recreation Grounds :- Income	0	0	120	120			0.0%	0
4199	Changing Places Toilet	0	0	0	0	665	(665)	0.0%	
4220	General Maintenance	3,916	3,400	20,000	16,600	4,933	11,667	41.7%	542
4223	Grounds Maintenance	2,111	3,885	10,000	6,115		6,115	38.9%	
4224	Travel Costs re playgrounds	0	0	2,000	2,000		2,000	0.0%	
4226	Jubilee Nature Reserve	0	0	2,000	2,000		2,000	0.0%	
4230	Skate Park	0	0	3,000	3,000		3,000	0.0%	
4238	Litter Bins	886	1,794	8,000	6,206	46	6,160	23.0%	
4240	Oakleaf Lease Charges	0	170	180	10		10	94.4%	
4241	Dog Bins	763	763	3,000	2,238		2,238	25.4%	
4242	Playground Equipment	45	45	11,000	10,955	2,700	8,255	25.0%	
4243	Safety Inspections	167	820	4,000	3,180		3,180	20.5%	
8060	Misc Resolved Gen Reserves & c	4,588	18,782	0	(18,782)	1,041	(19,823)	0.0%	
	Recreation Grounds :- Indirect Expenditure	12,475	29,658	63,180	33,522	9,386	24,136	61.8%	542
	Net Income over Expenditure	(12,475)	(29,658)	(63,060)	(33,402)				
6000	plus Transfer from EMR	0	542	0	(542)				
	Movement to/(from) Gen Reserve	(12,475)	(29,116)	(63,060)	(33,944)				
303	**Highways**								
1051	Urban Grasscutting Income	0	6,906	6,906	0			100.0%	
	Highways :- Income	0	6,906	6,906	0			100.0%	0
4256	Urban grasscutting	2,250	9,002	30,000	20,998		20,998	30.0%	
4258	Flower Beds	1,051	5,866	8,850	2,984		2,984	66.3%	
4259	Council Gardens - office	20	80	1,100	1,020		1,020	7.3%	
4263	Bulb Planting	0	0	2,000	2,000		2,000	0.0%	
4264	SID/VAS maintenance moving	275	275	1,100	825		825	25.0%	
	Highways :- Indirect Expenditure	3,597	15,223	43,050	27,827	0	27,827	35.4%	0
	Net Income over Expenditure	(3,597)	(8,318)	(36,144)	(27,826)				
304	**Allotments**								
1070	Allotment Fees	0	35	2,500	2,465			1.4%	
1072	Gosford Way Allotments	0	13	175	163			7.1%	
1073	Allotment Deposit Retained	0	150	0	(150)			0.0%	150
	Allotments :- Income	0	198	2,675	2,477			7.4%	150

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4270	Allotments - maintenance	50	563	1,000	437	399	38	96.2%	
4271	Allotments - improvements	0	0	6,000	6,000	1,700	4,300	28.3%	
4272	Allotments - water	151	755	2,000	1,245		1,245	37.8%	
4273	Allotment - rent of land Gosfo	90	90	180	90		90	50.0%	
4274	Allotment Grounds maintenance	0	0	800	800		800	0.0%	
	Allotments :- Indirect Expenditure	291	1,408	9,980	8,572	2,099	6,473	35.1%	0
	Net Income over Expenditure	(291)	(1,210)	(7,305)	(6,095)				
6001	less Transfer to EMR	0	150	0	(150)				
	Movement to/(from) Gen Reserve	(291)	(1,360)	(7,305)	(5,945)				
305	Street Lighting								
4280	Street Light - energy	706	4,063	25,000	20,937		20,937	16.3%	
4281	Street Light - Maint contract	0	5,584	15,000	9,416		9,416	37.2%	
4282	St Light - works/impro/maint	0	45	12,000	11,955		11,955	0.4%	
4286	Christmas decorations	0	(700)	16,000	16,700		16,700	(4.4%)	
	Street Lighting :- Indirect Expenditure	706	8,993	68,000	59,007	0	59,007	13.2%	0
	Net Expenditure	(706)	(8,993)	(68,000)	(59,007)				
306	Prize and Prize Giving								
4096	Remembrance Wreath	0	45	70	25		25	64.3%	
	Prize and Prize Giving :- Indirect Expenditure	0	45	70	25	0	25	64.3%	0
	Net Expenditure	0	(45)	(70)	(25)				
307	The Polegate Partnership								
1040	SponsorFlower Beds Hailsham Rd	0	(250)	0	250			0.0%	
	The Polegate Partnership :- Income	0	(250)	0	250				0
4306	Replace Hailsham Rd Beds	0	0	450	450		450	0.0%	
4307	Hailsham Flowers Maintenance	67	626	600	(26)		(26)	104.3%	
	The Polegate Partnership :- Indirect Expenditure	67	626	1,050	424	0	424	59.6%	0
	Net Income over Expenditure	(67)	(876)	(1,050)	(174)				
401	The Planning Committee								
4320	Planning Committee - Halls	0	0	50	50		50	0.0%	
	The Planning Committee :- Indirect Expenditure	0	0	50	50	0	50	0.0%	0
	Net Expenditure	0	0	(50)	(50)				

Continued over page

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
601	S106 PCAssn								
4099	S106 PCAssn	4,476	4,476	0	(4,476)		(4,476)	0.0%	
	S106 PCAssn :- Indirect Expenditure	4,476	4,476	0	(4,476)	0	(4,476)		0
	Net Expenditure	(4,476)	(4,476)	0	4,476				
701	The Retired								
7001	The Retired	0	0	2,000	2,000		2,000	0.0%	
	The Retired :- Indirect Expenditure	0	0	2,000	2,000	0	2,000		0
	Net Expenditure	0	0	(2,000)	(2,000)				
	Grand Totals:- Income	98	794,168	603,631	(190,537)			131.6%	
	Expenditure	25,406	129,935	353,045	223,110	24,871	198,239	43.8%	
	Net Income over Expenditure	(25,308)	664,233	250,586	(413,647)				
	plus Transfer from EMR	0	844	0	(844)				
	less Transfer to EMR	0	486,365	0	(486,365)				
	Movement to/(from) Gen Reserve	(25,308)	178,712	250,586	71,874				

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			7,648.09	
200	Current/Business Premium			1,294,657.55	
201	Tracker Account			133,905.24	
203	HSBC Deposit A/C			90,484.26	
210	Petty Cash			200.00	
310	General reserves				270,723.17
320	Council Office Mntce Fund				12,763.00
322	Town Election/Poll/Referendum				6,910.71
324	Elections Fund				20,972.97
328	Office IT Equipment Reserve				45.40
331	Brightling Reserve				41,362.21
334	Town Focal Enhancemt Reserve				592.20
335	Street Lights Reserve				85,174.06
338	Hailsham Beds Reserve				1,848.54
339	Office Alterations Reserve				19,899.75
341	Staff - Consultant/Temporary				220.55
342	S106 funds				251,207.38
344	Play Equipment				2,665.00
346	Neighbourhood Plan				15,000.00
347	CCTV reserve				519.44
348	Consultation/Newsletter				448.00
349	CIL funds				301,812.50
350	Picnic Benches				68.51
351	Skate Park				9,346.00
352	Overtime				1,546.23
353	Polegate Community Library				49,780.00
354	New air con unit				1,220.00
355	Christmas Lights (new)				1,750.00
356	Bins				5,250.00
358	VAS (SID)				4,269.60
359	Land purchase car park				100.00
360	Land Purchase open space				40,100.00
361	Allotment unreturned deposits				150.00
362	EMR Training Courses				2,476.00
366	Allotment major works				9,872.61
367	Brightling Pathway				11,116.87
369	Bulb Planting				1,100.00
370	Brightling Vandalism				5,000.00
380	CM Administrator				1,681.00
381	S106 Community Centre Funding				275,437.11
500	Creditors				12,284.93
560	Deposits Held				3,810.00

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1010	Investment Income	104	General Administration		4,879.44
1030	Rental Income-CIC	203	The Pavilion		1,480.47
1035	High St Toilets Community Sche	205	High Street Toilets		825.00
1040	SponsorFlower Beds Hailsham Rd	307	The Polegate Partnership	250.00	
1042	Sponsorship Litter Picker	101	Employee costs	2,058.79	
1051	Urban Grasscutting Income	303	Highways		6,905.79
1060	Miscellaneous Income	102	Administration		6.00
1060	Miscellaneous Income	104	General Administration		343.72
1063	CIL funds from developers	104	General Administration		210,777.44
1064	s106 PCAssn refurb	104	General Administration		275,437.11
1070	Allotment Fees	304	Allotments		35.29
1072	Gosford Way Allotments	304	Allotments		12.50
1073	Allotment Deposit Retained	304	Allotments		150.00
1076	Precept	104	General Administration		293,565.00
4000	[redacted]	101	[redacted]	[redacted]	
4002	[redacted]	101	[redacted]	[redacted]	
4003	[redacted]	101	Employee costs	[redacted]	
4004	Cleaning contract	201	Council Offices	475.00	
4005	[redacted]	101	[redacted]	[redacted]	
4007	NI (ER's)	101	Employee costs	7,180.18	
4008	Pension ER's contributions	101	Employee costs	2,742.26	
4009	Payroll	101	Employee costs	645.80	
4010	Internal Auditor	102	Administration	262.75	
4011	[redacted]	101	[redacted]	[redacted]	
4012	[redacted]	101	[redacted]	[redacted]	
4013	[redacted]	101	[redacted]	[redacted]	
4014	Consultancy/Locum Clerk	101	Employee costs	1,100.00	
4016	Training Exps inc course fees	101	Employee costs	427.00	
4019	[redacted]	101	[redacted]	[redacted]	
4022	[redacted]	101	[redacted]	[redacted]	
4023	[redacted]	101	[redacted]	[redacted]	
4024	HR Contract	101	Employee costs	848.80	
4031	Stationery	102	Administration	765.62	
4032	Photocopier copy charges	102	Administration	544.44	
4036	Office IT equip't inc antiviru	102	Administration	72.78	
4037	Website	102	Administration	35.94	
4039	Legal fees	102	Administration	959.18	
4043	Insurance Premiums	102	Administration	7,045.99	
4045	Subscriptions	102	Administration	3,329.01	
4046	Publications	102	Administration	56.33	
4049	Tree Works	102	Administration	260.00	
4056	Bank/Barclaycard charges	102	Administration	287.27	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4059	First Aid	102	Administration	125.80	
4063	Hire of Halls	102	Administration	81.50	
4069	Office telephones	102	Administration		2,256.76
4070	Broadband/Internet	102	Administration	100.98	
4071	IT Services incl backups	102	Administration	1,104.29	
4072	IT costs office 365	102	Administration	1,794.65	
4073	IT reserve for new machines	102	Administration	169.97	
4090	Councillors' allowances	103	Town Councillors	606.60	
4091	Councillors' expenses	103	Town Councillors	44.55	
4092	Councillors' training	103	Town Councillors	45.00	
4093	Mayor's allowance Civic Duties	103	Town Councillors	398.00	
4096	Remembrance Wreath	306	Prize and Prize Giving	45.00	
4099	S106 PCAssn	601	S106 PCAssn	4,476.00	
4104	Events	104	General Administration	33.96	
4105	Finance Software	104	General Administration	1,498.00	
4108	Summer Festival	104	General Administration	2,659.17	
4130	Council Tax	201	Council Offices	3,929.25	
4131	Electricity	201	Council Offices	985.30	
4132	Water charges	201	Council Offices	205.35	
4136	Photocopier - lease	201	Council Offices	371.40	
4139	Window Cleaning	201	Council Offices	125.00	
4142	Other Maintenance	201	Council Offices	207.00	
4146	Other Office Equipment	201	Council Offices	406.31	
4154	Housekeeping San bins 49 & gar	201	Council Offices	271.06	
4155	Refuse Collecting	201	Council Offices	514.48	
4170	51 High Street - expenditure	202	51 High Street	176.00	
4198	PWMRG CIC Grant (Interim)	204	Wannock Office	23,000.00	
4201	CCTV costs	301	Town Centre and Community Safe	1,038.88	
4202	Defibrillators	301	Town Centre and Community Safe		353.00
4220	General Maintenance	302	Recreation Grounds	3,399.83	
4223	Grounds Maintenance	302	Recreation Grounds	3,885.33	
4238	Litter Bins	302	Recreation Grounds	1,793.92	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4241	Dog Bins	302	Recreation Grounds	762.50	
4242	Playground Equipment	302	Recreation Grounds	45.00	
4243	Safety Inspections	302	Recreation Grounds	819.99	
4256	Urban grasscutting	303	Highways	9,001.96	
4258	Flower Beds	303	Highways	5,866.37	
4259	Council Gardens - office	303	Highways	80.00	
4264	SID/VAS maintenance moving	303	Highways	275.00	
4270	Allotments - maintenance	304	Allotments	563.00	
4272	Allotments - water	304	Allotments	755.00	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
4273	Allotment - rent of land Gosfo	304	Allotments	90.00	
4280	Street Light - energy	305	Street Lighting	4,063.44	
4281	Street Light - Maint contract	305	Street Lighting	5,584.43	
4282	St Light - works/impro/maint	305	Street Lighting	45.00	
4286	Christmas decorations	305	Street Lighting		700.00
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership	625.94	
4500	Toilets High St - Cleaning	205	High Street Toilets	1,522.16	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,566.50	
4504	Toilets High St - Other	205	High Street Toilets	128.99	
6000	Transfer from EMR	103	Town Councillors		302.00
6000	Transfer from EMR	302	Recreation Grounds		542.00
6001	Transfer to EMR	104	General Administration	486,214.55	
6001	Transfer to EMR	304	Allotments	150.00	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	29,479.84	
8060	Misc Resolved Gen Reserves & c	102	Administration	6,212.58	
8060	Misc Resolved Gen Reserves & c	104	General Administration	2,310.00	
8060	Misc Resolved Gen Reserves & c	201	Council Offices	1,860.00	
8060	Misc Resolved Gen Reserves & c	301	Town Centre and Community Safe	3,528.37	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	18,781.53	
			Trial Balance Totals :	2,267,095.26	2,267,095.26
			Difference	0.00	

Date: 11/09/2026

Polegate Town Council

Time: 11:02

Current/Business Premium

List of Payments made between 01/08/2026 and 31/08/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/08/2026	Barclays Bank PLC	Charges 07	44.91		Bank Charges July 2026
03/08/2026	Business Stream	11247838	151.00		Cophall Water
03/08/2026	Business Stream	11248649	41.07		49/51 High St Water
04/08/2026	SME IT Solutions Ltd	BX209035	266.12		IT Telephone Costs
04/08/2026	MedXPlus	BX209612	195.00		Paramedic & Response Vehicle
04/08/2026	Kent County Council KCS	BX207608	381.98		Photocopy Charges
04/08/2026	Lewes District Council	BX209227	100.00		Play Park Inspections
04/08/2026	Bright HR	U003426865	201.82		Provision of HR Services
07/08/2026	Nest Pension Scheme	DIRECT DEB	977.32		Nest Pension for July 26
14/08/2026	Europlants Ltd	BX793056	1,261.68		Summer maintenance
14/08/2026	Richardson Architecture Limite	BX793597	1,800.00		Catering Unit LDC
14/08/2026	Polegate Community Association	BX818244	2,256.00		S106 Payment - Electrical
14/08/2026	Mulberry Local Aurhority Servi	BX788620	312.00		Professional Services
14/08/2026	Greenbarnes Ltd	BX791307	1,178.41		Aluminium Notice Board
14/08/2026	Europlants Ltd	BX793752	104.40		Monthly maintenance
14/08/2026	Polegate Community Association	BX822573	2,220.00		S106 payment - waste disposal
14/08/2026	Grounds Maintenance Associatio	BX795752	895.50		Consultancy RE: Brightling
14/08/2026	IDVerde	BX791795	2,700.59		Grounds Maintenance
14/08/2026	[redacted]	BX792985	78.44		Paint for back wall
14/08/2026	Echo Cleaning	BX793066	150.00		Office & Window Cleaning
14/08/2026	BROXAP	BX819616	18.00		Replacement Parts
14/08/2026	Ace Landscapes	BX793341	2,773.20		Bins, woodchip, grounds maint
14/08/2026	Greenbarnes Ltd	BX790647	3,011.85		Aluminium Noticeboard
14/08/2026	Mulberry Local Aurhority Servi	BX794785	144.00		Annual Conference
14/08/2026	SME IT Solutions Ltd	BX794771	270.08		IT Office costs
14/08/2026	Marbell Events	BX792529	150.00		DJ for Summer Fete
14/08/2026	Advo One Ltd	ADVO49277	154.99		Payroll Services August 2026
14/08/2026	Staff Salaries Cash Book	Aug Sals	12,116.30		August Salary
17/08/2026	Wealden District Council	70070491	90.00		Gosfor Allotments Rent
17/08/2026	Wealden District Council	NNDR 08/26	786.00		Business Rates Aug 2026
18/08/2026	EDF Energy	July 0025	167.90		49 High St Electric
18/08/2026	EDF Energy	0025 July	27.35		51 High St Electric
19/08/2026	Drax Energy Solutions Ltd	1109554665	847.11		Supply of Street Lighting
20/08/2026	Barclays Bank PLC	August 26	343.41		Misc Spend
21/08/2026	Inland Revenue	DIRECT DEB	4,187.77		Tax & NI for July 26
28/08/2026	Wealden District Council	Aug 26	1,738.50		Litter Bins quarterly charge
		Total Payments	42,142.70		

POLEGATE TOWN COUNCIL

Item 6: Financial Decisions

c. Motion to write off Dell Vostro Laptop
Asset Register Value: £499

The Council is requested to approve the write-off of a Dell Vostro laptop purchased in 2020 to support remote working arrangements during the COVID-19 pandemic. The device has now reached the end of its practical and supported life and is not compatible with Windows 11. As Microsoft will cease support for Windows 10 in October 2026, the laptop will no longer receive essential security updates or technical support. Continuing to use the device would present a cybersecurity risk and would not align with the Council's information security responsibilities. The asset has therefore become obsolete and is recommended for removal from the asset register.

d. Motion to write off Copper Pegler CP15 Sprayer and Knapsack
Asset Register Value: £275

The Council is requested to approve the write-off of the Copper Pegler CP15 sprayer and knapsack. The equipment has become defective and is no longer operational. Repair is not considered economical or practical given its age and condition. As the asset can no longer be used for its intended purpose, it is recommended that it be removed from the asset register and disposed of appropriately.

e. Motion to write off Concrete Bench at St John's Church Verge
Asset Register Value: £535

The Council is requested to approve the write-off of the concrete bench formerly located on the verge outside St John's Church. Following inspection, the bench was found to be in a condition that posed a potential safety risk to members of the public. For health and safety reasons, the bench was removed and is no longer available for use. As the asset has been permanently removed from service, it is recommended that it be written off and removed from the asset register.

f. Banking Update on Credit Rating Status of Banks

Members are advised of the current credit ratings of the Council's banking providers:

- HSBC: AA

- Barclays: A+

Members should note that Barclays' credit rating has reduced from AA to A+ since the previous review. Both institutions remain within acceptable credit rating levels and no changes to the Council's banking arrangements are recommended at this time.

POLEGATE TOWN COUNCIL

Item 7: Motion to confirm the appointment of the Responsible Finance Officer in accordance with the Councils Financial Regulations and Section 151 of the Local government Act 1972

Members are advised that the Responsible Financial Officer (RFO) is responsible for the administration of the Council's financial affairs in accordance with Section 151 of the Local Government Act 1972.

The current postholder has undertaken the role for a number of years. Whilst the original appointment was made by the Council, it is recommended that the Council formally confirms the appointment to provide a clear and current audit trail for governance and audit purposes.

Polegate Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Section 16 of the Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for **Polegate Town Council** for the year ended 31 March 2026 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. **This must include publication on the smaller authority's website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return including the auditor's certificate and opinion is available for inspection and copying by any local government elector of the area of **Polegate Town Council** on application to:	
(a) MRS J TRICKER TOWN CLERK 49 HIGH STREET POLEGATE EAST SUSSEX BN26 6AL	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR
(b) MONDAY TO FRIDAY 9AM - 1PM	(b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any local government elector of the area on payment of £1 (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) MRS J TRICKER TOWN CLERK	(d) Insert the name and position of person placing the notice
Date of announcement: (e) 11TH SEPTEMBER 2026.	(e) Insert the date of placing of the notice

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Polegate Town Council – ES0078**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature PKF Littlejohn LLP

Date 09/09/2026