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 S Shing: cllr.s.shing@polegatetowncouncil.gov.uk*

Minutes of Meeting of the **SPECIAL FULL COUNCIL** held on **29th May 2026 in the Council Chamber, 49 High Street, Polegate, BN26 6AL at 10:00.**

PRESENT: Councillors D Dunbar, S Shing, J Heward, D Watts, C Berry, M Cunningham, D Murray, W Heasman-O'Neill, G Archer, M Caira , D Shing **(11)**

NOT PRESENT: Cllrs M Piper, A Wood, A O'Kane, J Keen **(4)**

2 Members of Public

M I N U T E S

14120 Item 1: Opportunity for Public Comment for items on the agenda

None

14121 Item 2: Apologies for absence

Apologies from Cllrs M Piper, A Wood, A O'Kane, J Keen **(4)**

No other apologies received

14122 Item 3: To receive any Declarations of interest in respects of items on the agenda

No Declarations of Interest were received.

14123 Item 5: Minutes of the Annual Statutory Meeting 11th May 2026

To resolve that the minutes of the Annual Statutory 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 Annual Statutory Meeting 11th May 2026. VOTE all in favour.

14124 Item 5: Finances

a. To approve the payments made between 01/04/2026 – 30/04/2026 = £45,727.94

It was resolved to approve the payments totalling at £45,727.94

b. To note by all present Barclay Card Statements March/ April 2026
   It was noted by everyone present the Barclay Card Statements for March/ April 2026.
c. To resolve and accept the variance of Bank reconciliations, income and expenditure reports, trial balances, ear marked reserves (**March/ April 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 March/ April 2026.

14125 Item 6: Motion to approve Internal Audit Report and AGAR Internal audit report as presented and take action on any recommendations within the reports

It was resolved to approve the Internal Audit Report and AGAR Internal Audit Report. VOTE all in favour.

14126 Item 7: Motion to approve the 2025/26 AGAR Governance Statement as presented

It was resolved to approve the 2025/26 AGAR Governance Statement. VOTE all in favour.

14127 Item 8: Motion to approve the 2025/26 AGAR Accounting Statement as presented

It was resolved to approve the 2025/26 AGAR Accounting Statement. VOTE all in favour.

The meeting closed at 10:06

Signed Chair of Meeting ____________________________Date_________________________ barclaycard commercial

barclaycard

SUMMARY FOR POLEGATE TOWN COUNCIL

Company reference:	[redacted]
Statement date:	20 May 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 April 2026
Previous balance:	£665.81
Payment received:	£665.81 CR
Total of charges and adjustments:	£0.00
Total of new spending:	£362.44
New balance:	**£362.44**
Payment due by:	**27 May 2026**

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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 May 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	665.81	
27 Apr 2026	DIRECT DEBIT PAYMENT THANK YOU	665.81	CR
Total of payment, charges and adjustments		**£0.00**	

New balances by individual cardholder

Name	Card number	Monthly spend limit	Balance
[redacted]	[redacted]	[redacted]	362.44
Total cardholder expenditure			**£362.44**
New balance			**£362.44**

		NET	VAT	GROSS
		117.72	23.54	141.26
4059		30.82	6.16	36.98
4059		94.98	19.00	113.98
4154		11.58	2.31	13.89
4046	Z	56.33		56.33
		311.43	51.01	362.44

[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: 20 May 2026
Page number: 3 of 3
Monthly spend limit: [redacted]

Date	Description	Amount
20 Apr 2026 210415122626	WORKWEAR EXPRESS DURHAM ENG MEN'S,WOMEN'S AND CHILDREN'S UNIFORMS AN	141.26
7 May 2026 080552718716	AMZNMktplace*N68RN7I14 LONDON GBR MISCELLANEOUS AND RETAIL STORES	36.98
7 May 2026 080585383906	SP ST JOHN AMBULANCE LONDON LND SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	113.98
11 May 2026 120552718716	AMZNMktplace*NH21Z3MS4 LONDON GBR MISCELLANEOUS AND RETAIL STORES	13.89
17 May 2026 180552718716	Amazon.co.uk*NA32D8HG4 LONDON GBR ALL OTHER DIRECT MARKETERS	56.33
5 new purchases / cash advances. Total of spending.		£362.44

[redacted]

BARCLAYS

29 May 2026

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

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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 29 May 2026

Business Current Accounts	
Business Current Account Statement	£50,003.00
[redacted]	
Business Savings Accounts	
Business Premium Account	£1,083,497.71
[redacted]	
Business Premium Account	£133,524.79
[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

B

Polegate Town Council
Polegate Town Council
High Street
Polegate
East Sussex
BN26 6AL

04978 046273 0139 E 38500

Account Summary	
Opening Balance	90,097.17
Payments In	94.79
Payments Out	0.00
Closing Balance	90,191.96

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

International Bank Account Number
[redacted]

Branch Identifier Code
[redacted]

13 April to 12 May 2026

Account Name
[redacted]

Sortcode	Account Number	Sheet Number
[redacted]		79

Your Business Money Manager details

Date		Payment type and details	Paid out	Paid in	Balance
12 Apr 26		**BALANCE BROUGHT FORWARD**			**90,097.17**
12 May 26	CR	GROSS INTEREST TO 11MAY2026		94.79	90,191.96
12 May 26		**BALANCE CARRIED FORWARD**			**90,191.96**

Information about the Financial Services Compensation Scheme

Most deposits made by HSBC Business customers are eligible for protection under the Financial Services Compensation Scheme (FSCS). For further information about the compensation provided by the FSCS, refer to the FSCS website at fscs.org.uk, call into your nearest branch or call your telephone banking service. Further details can be found on the FSCS Information Sheet and Exclusions List which is available on our website (hsbc.co.uk/fscs/).

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Bank Reconciliation Statement as at 31/05/2026
for Cashbook 1 - Current/Business Premium

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current Account	31/05/2026		50,003.00
Business Premium Account	31/05/2026		1,083,497.71
			1,133,500.71

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		1,133,500.71

Unpresented Receipts (Plus)		
	0.00	
		0.00
		1,133,500.71
	Balance per Cash Book is :-	**1,133,500.71**
	Difference is :-	**0.00**

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 2 - Tracker Account

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Tracker Account	31/05/2026		133,524.79
			133,524.79
Unpresented Payments (Minus)		Amount	
		0.00	
			0.00
			133,524.79
Unpresented Receipts (Plus)			
		0.00	
			0.00
			133,524.79
		Balance per Cash Book is :-	133,524.79
		Difference is :-	0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 3 - Petty Cash

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Petty Cash Account	31/05/2026		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 31/05/2026
for Cashbook 4 - Staff Salaries Cash Book

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Salaries Control	31/05/2026		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 31/05/2026
for Cashbook 5 - Current/Business Premium HSBC

Bank Statement Account Name (s)	Statement Date	Page No	Balances
HSBC deposit Account	31/05/2026		90,191.96
			90,191.96

Unpresented Payments (Minus)	Amount	
	0.00	
		0.00
		90,191.96

Unpresented Receipts (Plus)		
	0.00	
		0.00
		90,191.96

Balance per Cash Book is :- 90,191.96

Difference is :- 0.00

Signatory 1:

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

Signatory 2:

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

Bank Reconciliation Statement as at 31/05/2026
for Cashbook 6 - NatWest deposit A/C

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Natwest Reserve Account	31/05/2026		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 31/05/2026

Month No: 2

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	0	(2,124)	3,500	5,624			(60.7%)
	Expenditure	23,741	46,063	284,567	238,504	10,545	227,959	19.9%
	Net Income over Expenditure	(23,741)	(48,187)	(281,067)	(232,880)			
	plus Transfer from EMR	0	0	0	0			
	less Transfer to EMR	0	0	0	0			
	Movement to/(from) Gen Reserve	(23,741)	(48,187)	(281,067)	(232,880)			
	Grand Totals:- Income	0	(2,124)	3,500	5,624			(60.7%)
	Expenditure	23,741	46,063	284,567	238,504	10,545	227,959	19.9%
	Net Income over Expenditure	(23,741)	(48,187)	(281,067)	(232,880)			
	plus Transfer from EMR	0	0	0	0			
	less Transfer to EMR	0	0	0	0			
	Movement to/(from) Gen Reserve	(23,741)	(48,187)	(281,067)	(232,880)			

Detailed Income & Expenditure by Budget Heading 31/05/2026

Month No: 2 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	6	6	0	(6)			0.0%	
	Administration :- Income	6	6	0	(6)				0
4010	Internal Auditor	0	98	500	402		402	19.5%	
4030	Postage	0	0	100	100		100	0.0%	
4031	Stationery	0	240	1,575	1,335		1,335	15.2%	
4032	Photocopier copy charges	226	226	1,545	1,319		1,319	14.6%	
4035	Computer consumables	0	0	350	350		350	0.0%	
4036	Office IT equip't inc antiviru	0	24	825	801		801	2.9%	
4037	Website	28	28	412	384		384	6.8%	
4039	Legal fees	47	282	5,000	4,718		4,718	5.6%	
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		2,000	0.0%	
4045	Subscriptions	0	2,557	4,200	1,643		1,643	60.9%	
4046	Publications	56	56	400	344		344	14.1%	
4047	Advertising	0	0	150	150		150	0.0%	
4049	Tree Works	0	260	10,000	9,740		9,740	2.6%	
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	19	64	800	736		736	8.0%	
4059	First Aid	126	126	150	24		24	83.9%	
4063	Hire of Halls	82	82	300	219		219	27.2%	
4069	Office telephones	0	(3,087)	1,200	4,287	3,164	1,123	6.4%	
4070	Broadband/Internet	0	60	730	670		670	8.2%	
4071	IT Services incl backups	539	539	4,500	3,961		3,961	12.0%	
4072	IT costs office 365	955	1,168	3,500	2,332		2,332	33.4%	
4073	IT reserve for new machines	0	40	3,500	3,460		3,460	1.1%	
8060	Misc Resolved Gen Reserves & c	0	618	0	(618)	4,230	(4,848)	0.0%	
	Administration :- Indirect Expenditure	2,077	10,426	58,635	48,209	7,394	40,815	30.4%	0
	Net Income over Expenditure	(2,071)	(10,420)	(58,635)	(48,215)				
103	Town Councillors								
4090	Councillors' allowances	0	607	8,300	7,693		7,693	7.3%	
4091	Councillors' expenses	45	45	600	555		555	7.4%	
4092	Councillors' training	45	45	500	455		455	9.0%	
4093	Mayor's allowance Civic Duties	60	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	150	998	11,900	10,902	0	10,902	8.4%	302
	Net Expenditure	(150)	(998)	(11,900)	(10,902)				
6000	plus Transfer from EMR	302	302	0	(302)				
	Movement to/(from) Gen Reserve	152	(696)	(11,900)	(11,204)				

Continued over page

Detailed Income & Expenditure by Budget Heading 31/05/2026

Month No: 2 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	845	1,513	4,000	2,487			37.8%	
1060	Miscellaneous Income	343	343	0	(343)			0.0%	
1063	CIL funds from developers	0	210,777	0	(210,777)			0.0%	210,777
1076	Precept	0	293,565	587,130	293,565			50.0%	
	General Administration :- Income	1,188	506,199	591,130	84,931			85.6%	210,777
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	0	2,000	2,000		2,000	0.0%	
4105	Finance Software	0	1,498	2,000	502		502	74.9%	
4108	Summer Festival	0	0	7,000	7,000		7,000	0.0%	
8060	Misc Resolved Gen Reserves & c	0	2,310	0	(2,310)		(2,310)	0.0%	
	General Administration :- Indirect Expenditure	0	3,808	14,500	10,692	0	10,692	26.3%	0
	Net Income over Expenditure	1,188	502,391	576,630	74,239				
6001	less Transfer to EMR	210,777	210,777	0	(210,777)				
	Movement to/(from) Gen Reserve	(209,590)	291,613	576,630	285,017				
201	Council Offices								
4004	Cleaning contract	75	175	1,260	1,085		1,085	13.9%	
4130	Council Tax	786	1,571	8,000	6,429		6,429	19.6%	
4131	Electricity	222	494	5,000	4,506		4,506	9.9%	
4132	Water charges	41	82	1,000	918		918	8.2%	
4133	Sewerage	0	0	1,000	1,000		1,000	0.0%	
4136	Photocopier - lease	0	186	1,500	1,314		1,314	12.4%	
4139	Window Cleaning	25	50	350	300		300	14.3%	
4140	Alarm Maintenance	0	0	560	560		560	0.0%	
4141	Fire Precautions	0	0	560	560		560	0.0%	
4142	Other Maintenance	0	0	1,500	1,500		1,500	0.0%	
4146	Other Office Equipment	0	(144)	2,000	2,144	144	2,000	0.0%	
4154	Housekeeping San bins 49 & gar	12	271	400	129		129	67.8%	
4155	Refuse Collecting	81	150	2,000	1,850		1,850	7.5%	
8060	Misc Resolved Gen Reserves & c	0	0	0	0	2,232	(2,232)	0.0%	
	Council Offices :- Indirect Expenditure	1,242	2,835	25,130	22,295	2,376	19,919	20.7%	0
	Net Expenditure	(1,242)	(2,835)	(25,130)	(22,295)				
202	51 High Street								
4170	51 High Street - expenditure	28	97	2,000	1,903		1,903	4.9%	
	51 High Street :- Indirect Expenditure	28	97	2,000	1,903	0	1,903	4.9%	0
	Net Expenditure	(28)	(97)	(2,000)	(1,903)				

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
203	The Pavilion								
1030	Rental Income-CIC	0	0	1,500	1,500			0.0%	
	The Pavilion :- Income	0	0	1,500	1,500			0.0%	0
	Net Income	0	0	1,500	1,500				
204	Wannock Office								
4198	PWMRG CIC Grant (Interim)	23,000	23,000	33,800	10,800		10,800	68.0%	
	Wannock Office :- Indirect Expenditure	23,000	23,000	33,800	10,800	0	10,800	68.0%	0
	Net Expenditure	(23,000)	(23,000)	(33,800)	(10,800)				
205	High Street Toilets								
1035	High St Toilets Community Sche	0	413	1,300	888			31.7%	
	High Street Toilets :- Income	0	413	1,300	888			31.7%	0
4500	Toilets High St - Cleaning	381	761	7,000	6,239	3,650	2,589	63.0%	
4501	Toilets High St - Maintenance	2,282	2,282	2,500	218		218	91.3%	
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	2,663	3,172	10,700	7,528	3,650	3,878	63.8%	0
	Net Income over Expenditure	(2,663)	(2,760)	(9,400)	(6,640)				
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)				
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	52	(2,366)	20,000	22,366	4,641	17,726	11.4%	
4223	Grounds Maintenance	995	995	10,000	9,005		9,005	9.9%	
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%	

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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
4230	Skate Park	0	0	3,000	3,000		3,000	0.0%	
4238	Litter Bins	246	246	8,000	7,754	246	7,507	6.2%	
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		11,000	0.0%	
4243	Safety Inspections	315	360	4,000	3,640		3,640	9.0%	
8060	Misc Resolved Gen Reserves & c	0	10,728	0	(10,728)	17,577	(28,305)	0.0%	
	Recreation Grounds :- Indirect Expenditure	1,608	10,133	63,180	53,047	22,464	30,583	51.6%	0
	Net Income over Expenditure	(1,608)	(10,133)	(63,060)	(52,927)				
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	2,250	30,000	27,750		27,750	7.5%	
4258	Flower Beds	0	0	8,850	8,850		8,850	0.0%	
4259	Council Gardens - office	10	20	1,100	1,080		1,080	1.8%	
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	2,260	2,270	43,050	40,780	0	40,780	5.3%	0
	Net Income over Expenditure	(2,260)	4,635	(36,144)	(40,779)				
304	Allotments								
1070	Allotment Fees	0	19	2,500	2,481			0.8%	
1072	Gosford Way Allotments	0	0	175	175			0.0%	
	Allotments :- Income	0	19	2,675	2,656			0.7%	0
4270	Allotments - maintenance	50	189	1,000	812	399	413	58.7%	
4271	Allotments - improvements	0	0	6,000	6,000		6,000	0.0%	
4272	Allotments - water	151	302	2,000	1,698		1,698	15.1%	
4273	Allotment - rent of land Gosfo	0	0	180	180		180	0.0%	
4274	Allotment Grounds maintenance	0	0	800	800		800	0.0%	
	Allotments :- Indirect Expenditure	201	491	9,980	9,490	399	9,091	8.9%	0
	Net Income over Expenditure	(201)	(471)	(7,305)	(6,834)				
305	Street Lighting								
4280	Street Light - energy	877	1,951	25,000	23,049		23,049	7.8%	
4281	Street Light - Maint contract	0	5,584	15,000	9,416		9,416	37.2%	
4282	St Light - works/impro/maint	0	0	12,000	12,000		12,000	0.0%	

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
4286	Christmas decorations	0	(700)	16,000	16,700		16,700	(4.4%)	
	Street Lighting :- Indirect Expenditure	877	6,836	68,000	61,164	0	61,164	10.1%	0
	Net Expenditure	(877)	(6,836)	(68,000)	(61,164)				
306	Prize and Prize Giving								
4096	Remembrance Wreath	0	0	70	70		70	0.0%	
	Prize and Prize Giving :- Indirect Expenditure	0	0	70	70	0	70	0.0%	0
	Net Expenditure	0	0	(70)	(70)				
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	38	76	600	524		524	12.7%	
	The Polegate Partnership :- Indirect Expenditure	38	76	1,050	974	0	974	7.2%	0
	Net Income over Expenditure	(38)	(326)	(1,050)	(724)				
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)				
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	1,194	513,292	603,631	90,339			85.0%	
	Expenditure	34,143	68,357	353,045	284,688	36,636	248,052	29.7%	
	Net Income over Expenditure	(32,949)	444,935	250,586	(194,349)				
	plus Transfer from EMR	302	302	0	(302)				
	less Transfer to EMR	210,777	210,777	0	(210,777)				
	Movement to/(from) Gen Reserve	(243,425)	234,459	250,586	16,127				

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
105	VAT Control			10,152.63	
200	Current/Business Premium			1,133,500.71	
201	Tracker Account			133,524.79	
203	HSBC Deposit A/C			90,191.96	
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
362	EMR Training Courses				2,476.00
364	Changing Places Toilet Maint				542.00
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
500	Creditors				54.00
560	Deposits Held				3,860.00
1010	Investment Income	104	General Administration		1,513.39

Continued over page

Polegate Town Council

Trial Balance for Month No: 2

Account Number Order

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
1035	High St Toilets Community Sche	205	High Street Toilets		412.50
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		342.72
1063	CIL funds from developers	104	General Administration		210,777.44
1070	Allotment Fees	304	Allotments		19.25
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	175.00	
4007	[redacted]	101	Employee costs	[redacted]	
4008	[redacted]	101	Employee costs	[redacted]	
4009	Payroll	101	Employee costs	258.32	
4010	Internal Auditor	102	Administration	97.70	
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		1,145.00
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	339.52	
4031	Stationery	102	Administration	240.02	
4032	Photocopier copy charges	102	Administration	226.12	
4036	Office IT equip't inc antiviru	102	Administration	24.26	
4037	Website	102	Administration	27.96	
4039	Legal fees	102	Administration	281.93	
4043	Insurance Premiums	102	Administration	7,045.99	
4045	Subscriptions	102	Administration	2,557.01	
4046	Publications	102	Administration	56.33	
4049	Tree Works	102	Administration	260.00	
4056	Bank/Barclaycard charges	102	Administration	63.92	
4059	First Aid	102	Administration	125.80	
4063	Hire of Halls	102	Administration	81.50	
4069	Office telephones	102	Administration		3,086.68
4070	Broadband/Internet	102	Administration	59.99	
4071	IT Services incl backups	102	Administration	538.61	
4072	IT costs office 365	102	Administration	1,167.98	

Continued over page

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
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	
4105	Finance Software	104	General Administration	1,498.00	
4130	Council Tax	201	Council Offices	1,571.25	
4131	Electricity	201	Council Offices	494.25	
4132	Water charges	201	Council Offices	82.14	
4136	Photocopier - lease	201	Council Offices	185.70	
4139	Window Cleaning	201	Council Offices	50.00	
4146	Other Office Equipment	201	Council Offices		144.00
4154	Housekeeping San bins 49 & gar	201	Council Offices	271.06	
4155	Refuse Collecting	201	Council Offices	149.63	
4170	51 High Street - expenditure	202	51 High Street	97.11	
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		2,366.00
4223	Grounds Maintenance	302	Recreation Grounds	994.52	
4238	Litter Bins	302	Recreation Grounds	246.48	
4240	Oakleaf Lease Charges	302	Recreation Grounds	170.00	
4243	Safety Inspections	302	Recreation Grounds	360.00	
4256	Urban grasscutting	303	Highways	2,250.49	
4259	Council Gardens - office	303	Highways	20.00	
4270	Allotments - maintenance	304	Allotments	188.50	
4272	Allotments - water	304	Allotments	302.00	
4280	Street Light - energy	305	Street Lighting	1,951.48	
4281	Street Light - Maint contract	305	Street Lighting	5,584.43	
4286	Christmas decorations	305	Street Lighting		700.00
4307	Hailsham Flowers Maintenance	307	The Polegate Partnership	75.96	
4500	Toilets High St - Cleaning	205	High Street Toilets	761.08	
4501	Toilets High St - Maintenance	205	High Street Toilets	2,282.00	
4504	Toilets High St - Other	205	High Street Toilets	128.99	
6000	Transfer from EMR	103	Town Councillors		302.00
6001	Transfer to EMR	104	General Administration	210,777.44	
8060	Misc Resolved Gen Reserves & c	101	Employee costs	12,661.44	
8060	Misc Resolved Gen Reserves & c	102	Administration	618.00	
8060	Misc Resolved Gen Reserves & c	104	General Administration	2,310.00	
8060	Misc Resolved Gen Reserves & c	301	Town Centre and Community Safe	3,528.37	
8060	Misc Resolved Gen Reserves & c	302	Recreation Grounds	10,728.40	

Continued over page

Account Number Order

A/c Code	Account Name	Centre	Centre Name		Debit	Credit
				Trial Balance Totals :	1,702,936.47	1,702,936.47
				Difference	0.00	

List of Payments made between 01/05/2026 and 31/05/2026

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/05/2026	Business Stream	DIRECT DEB	41.07		49/51 High St Water
01/05/2026	Business Stream	DIRECT DEB	151.00		Cophall Water
02/05/2026	Barclays Bank	DIRECT DEB	18.20		Bank Charges
05/05/2026	Nest Pension Scheme	DIRECT DEB	979.97		Nest Pension for April 26
06/05/2026	Ace Landscapes	BX674366	654.00		To clear vegetation
06/05/2026	Ace Landscapes	BX669971	654.00		Cut down vegetation
06/05/2026	Boundaries Partnering	BX672391	480.00		Watercourse plotting
06/05/2026	A Cottingham	BX672400	25.00		Assistance with Celebration
06/05/2026	Mr Dan Dunbar	BX708396	4.50		Travel Expenses
06/05/2026	Mr Dan Dunbar	BX698910	10.80		Travel Costs
06/05/2026	East Sussex ALC Ltd	BX695688	2,557.01		NALC & ESALC Subscription
06/05/2026	Grounds Maintenance Associatio	BX696711	2,256.00		Topographical Survey
06/05/2026	Grounds Maintenance Associatio	BX692494	4,776.00		Additional works for WP2
06/05/2026	Lewes District Council	BX698905	54.00		Play Park Inspections
06/05/2026	Mulberry Local Aurhority Servi	BX694153	117.24		Year End shutdown
06/05/2026	PJC Consultancy Ltd	BX697732	312.00		17 Spurway Park
06/05/2026	SLCC	BX873702	168.00		FILCA Qualification
06/05/2026	SME IT Solutions Ltd	BX698857	301.07		IT Telephone Costs
06/05/2026	Streetlights	BX697805	6,701.32		Street Lighting Maint Contract
06/05/2026	Trenchline Utilites Ltd	BX672925	434.88		Mini digger & operative
06/05/2026	VIKING Office Depot Internatio	BX708597	128.11		Housekeeping items
06/05/2026	BrightHR	DIRECT DEB	201.82		Provision of HR Services
14/05/2026	Advo Group	DIRECT DEB	154.99		Payroll Services
15/05/2026	Wealden District Council	Std Ord	786.00		Business Rates
15/05/2026	Staff Salaries Cash Book	May Sals	11,991.61		May 26 Salary
15/05/2026	Information Commissioner's Off	DIRECT DEB	47.00		Data Protection fee
19/05/2026	Ace Landscapes	BX265113	1,489.20		Litter Bins & Grounds maintena
19/05/2026	Ace Landscapes	BX275264	62.40		Landscape Labour
19/05/2026	Blue Frog Cleaning Services Lt	BX266615	456.65		Cleaning Services
19/05/2026	Mr Dan Dunbar	BX236871	3.15		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX236863	14.40		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX246236	5.85		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX253843	60.00		Varrious donations
19/05/2026	Mr Dan Dunbar	BX244635	9.90		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX247434	3.15		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX247428	4.50		Travel Expenses
19/05/2026	Mr Dan Dunbar	BX246232	3.60		Travel Expenses
19/05/2026	Echo Cleaning	BX253816	120.00		Office & Window Cleaning
19/05/2026	Europlants Ltd	BX262425	57.58		Monthly maintenance
19/05/2026	Grounds Maintenance Associatio	BX263861	3,880.50		Design and support work
19/05/2026	HEALTHMATIC	BX265000	2,738.40		Annual Maintenance on Public T
19/05/2026	HSBC	BX272715	1.00		Payment to keep accout active
19/05/2026	IDVerde	BX244648	2,700.59		Urban Grass cutting
19/05/2026	IDVerde	BX2456627	2,496.00		Playground Inspections
19/05/2026	Kent County Council KCS	BX266307	271.34		Photocopier copy charges
19/05/2026	Mulberry Local Aurhority Servi	BX263800	936.00		Professional Services
19/05/2026	Polegate War Memorial Recreati	BX264957	23,000.00		Part payment of grant

Continued on Page 2

Current/Business Premium

List of Payments made between 01/05/2026 and 31/05/2026

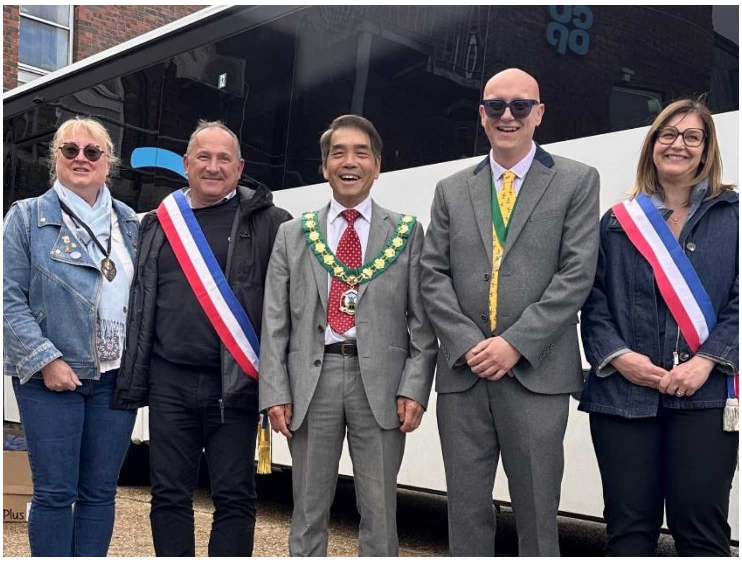
Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
19/05/2026	Recorra Sout East Ltd	BX253949	97.27		Refuse collection
19/05/2026	SDR Conservation	BX262373	50.00		Rodent activity at Cophall
19/05/2026	SmartWater Testing Ltd	BX259651	378.00		Legionella Testing Kits
19/05/2026	SME IT Solutions Ltd	BX266288	874.80		Adobe Acrobat Pro
19/05/2026	SME IT Solutions Ltd	BX253646	332.77		IT Office costs
19/05/2026	SME IT Solutions Ltd	BX259576	271.16		IT Office costs
19/05/2026	SME IT Solutions Ltd	BX253903	347.11		IT Office costs
19/05/2026	St Georges Church	BX271252	81.50		Hire of hall 27th April 26
19/05/2026	Drax Energy	DIRECT DEB	1,052.23		Supply of Street Lighting
20/05/2026	EDF Energy	DIRECT DEB	232.88		49 High St Electric
20/05/2026	EDF Energy	DIRECT DEB	28.95		51 High St Electric
22/05/2026	Inland Revenue	DIRECT DEB	4,259.08		Tax & NI for April 26
27/05/2026	BarclayCard	DIRECT DEB	362.44		Misc Spend

Total Payments	80,687.99

Item 7a: Polegate Town Council's Representative to the Polegate Twinning Association

Polegate was delighted this week to welcome guests from our twin town of Saintry-sur-Seine for another successful exchange visit, celebrating the enduring friendship and cultural ties between our two communities.

The visit began with a warm reception in Polegate, where members of the visiting delegation were welcomed by local hosts and representatives of the Polegate Twinning Association. Among the delegation was Mayor Patrick Rauscher, who was warmly received by the Mayor of Polegate, Cllr Stephen Shing, together with the Town Council's Twinning Representative, Cllr Dan Dunbar.

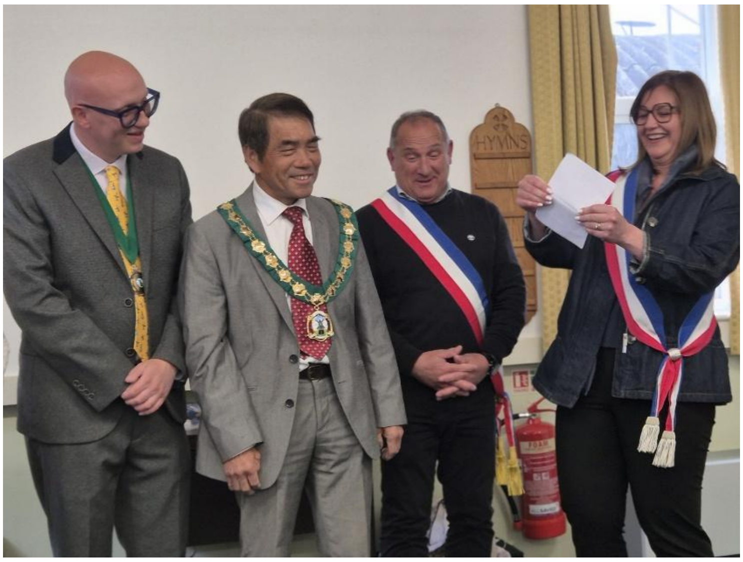


During an exchange of gifts, Mayor Rauscher presented Mayor Shing with his mayoral sash, a symbolic gesture reflecting the strong and lasting partnership between Polegate and Saintry-sur-Seine.

Throughout their stay, the visitors enjoyed a varied programme of activities showcasing the history, culture and natural beauty of Sussex. A particular highlight was a visit to Rye, where guests attended an engaging talk on local history at the Rye Heritage Centre. The presentation offered a fascinating insight into the town's rich maritime past and historical significance.

The group also visited Petworth House, where they were given a private guided tour of the historic house and its magnificent gardens. The art collections, architecture and beautifully maintained grounds were greatly admired by our French guests.

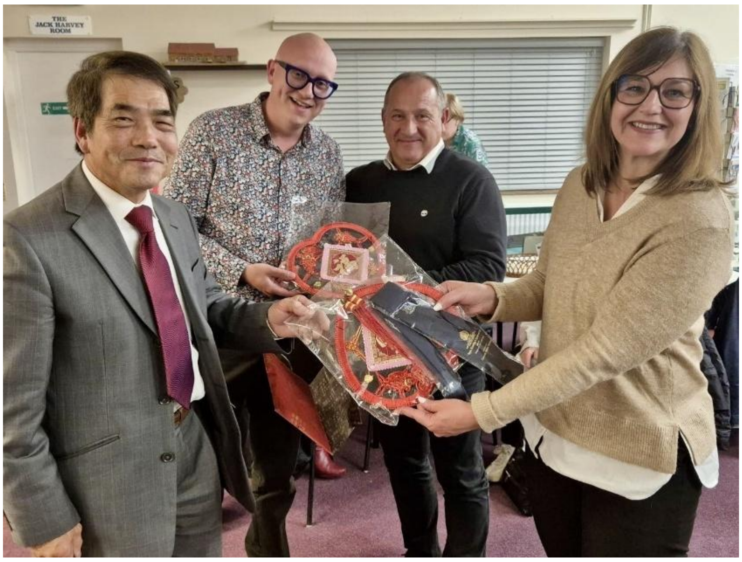
Visitors spent time with their host families, enjoying the Sussex countryside and exploring local landmarks, including the spectacular Seven Sisters. Some also took the opportunity to visit London and experience several of the capital's most iconic attractions.



To conclude the visit, a joint evening celebration was held with Hailsham Twinning Association and their guests from Gournay-en-Bray. This event provided a wonderful opportunity to bring together friends from all four twin towns and celebrate the strong international relationships that have developed over many years.

This year's visit is especially significant as it marks the 35th anniversary of the twinning between Polegate and Saintry-sur-Seine, celebrating more than three decades of cultural exchange, mutual understanding and lasting community ties.

I would like to extend my sincere thanks to the Polegate Twinning Association, our host families, and everyone involved in organising such an enjoyable and memorable visit. Their continued commitment ensures that this important partnership will flourish for many years to come.



MP Parish Report – June 2026

New County Council Administration

Last month, East Sussex reflected the growing diversity of UK politics, electing councillors from across the political spectrum, including Liberal Democrat, Conservative, Green, Independent and Reform representatives. At the first meeting of the newly formed County Council, however, Conservative and Independent councillors chose to support Reform, enabling them to take control of the council by a single vote, despite opposition from Liberal Democrats and others.

This development is concerning, particularly given the challenges already facing the county after years of Conservative leadership. Many residents continue to raise serious issues, including shortcomings in support for children with special educational needs, increasing pressures in adult social care, and the deteriorating condition of our roads, all core responsibilities of the County Council.

While this was not the outcome I had hoped for, I remain committed to working constructively with the new administration in the interests of local people. It is essential that the council focuses on delivering effective services and addressing these pressing issues with urgency and competence, rather than being distracted by divisive or symbolic actions seen elsewhere. I will continue to hold the administration to account and monitor closely whether it delivers for the people of East Sussex.

SEND Submission

Since becoming a Member of Parliament, I have received a significant volume of correspondence from residents regarding concerns with the SEND system, both locally and nationally. The Government has been consulting on plans to address these issues, and I sought to ensure that the voices of local families were heard.

To support this, I held two consultation events in the constituency with parents, which helped inform my submission to the Government last month. I am grateful to councillors for sharing information with residents and for their engagement in this process. I now await the outcome of the consultation and will keep residents updated as developments progress.

Water

Residents across the constituency have raised serious concerns about water supply and infrastructure. In Rodmell, some households have experienced prolonged periods of low water pressure, with a number left without a reliable supply for weeks at a time. During this period, communication from South East Water has been inadequate, leaving residents frustrated and without clear information about when issues would be resolved.

Similar concerns are being raised in Ringmer, where ongoing supply problems have prompted worries about whether existing infrastructure can cope, particularly in light of proposed new developments.

This is not about opposing housing in principle, but about ensuring that infrastructure keeps pace with growth. New homes must be supported by credible plans for water supply, sewerage capacity and other essential services that both existing and future residents depend on. Too often, communities are told that infrastructure improvements will follow development, yet the experience in places like Rodmell and Ringmer demonstrates that this approach is not sufficient.

For this reason, I have raised directly with the Secretary of State the need for water companies to play a formal role in the planning process. We must ensure that the impact on water and wastewater systems is properly assessed before major developments proceed. I will continue to press for clear answers from water companies and relevant authorities on current supply issues, planned upgrades and whether the network has the capacity required to support further development.

Advice Surgeries

I continue to hold advice surgeries across the constituency. For security reasons, these cannot be advertised in advance. However, if you are aware of a resident who may need assistance, please encourage them to contact my office at james.maccleary.mp@parliament.uk.

I will also be attending events across our towns, villages and parishes over the summer and look forward to engaging with residents during these visits.