

BEXHILL-ON-SEA TOWN COUNCIL

To all Members of Bexhill-on-Sea Town Council

You are summoned to attend a meeting of **BEXHILL-ON-SEA TOWN COUNCIL**
to be held in the **BEXHILL SENIOR CITIZENS CLUB, EVERSLEY ROAD,**
BEXHILL-ON-SEA

on **Wednesday 25th June 2025 at 6:30pm**
when it is proposed to transact the following business:

Julie Miller
Proper Officer

18th June 2025

Members of the public and press are welcome to attend.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. Members of the public addressing the council but not wishing to be recorded should put this request to the town clerk at the earliest opportunity.

PLEASE TURN OFF YOUR MOBILE PHONE DURING THE MEETING AS THIS INTERFERES WITH THE RADIO MICROPHONES USED IN RECORDING THE MEETING.

AGENDA

1. CO-OPTION

- a) To co-opt a councillor to fill St Stephens Ward vacancy.

2. PUBLIC PARTICIPATION

In accordance with standing order 3(e) this session shall not exceed 15 minutes unless directed by the Chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking. A person who speaks at a meeting shall direct his comments to the chairman of the meeting. Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.

3. APOLOGIES FOR ABSENCE

4. TO RECEIVE DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

5. CHAIR'S ANNOUNCEMENTS

6. MINUTES

To approve the minutes of the following meetings of the full council:

- a) Wednesday 21st May 2025.

(Appendix A)

7. COMMITTEES

- a) To note minutes from committee meetings held since the last meeting:

- i. Engagement and Communications Committee 04/06/25

(Appendix B)

8. RECOMMENDATIONS FROM COMMITTEES

- a) Engagement and Communications Committee:
 - i. It was **RESOLVED** to recommend to Full Council that the town council takes ownership of the Little Common war memorial and assist with installation of the flagpole on the roundabout.
- b) Finance and Audit Committee:
 - i. It was **RESOLVED** to recommend the draft policy for allocating CIL funds to community groups to Full Council. (Appendix D)

9. ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2024-2025

- a) To review system of internal control. (Appendix E)
The council is asked to review the system of internal control.
- b) To review the effectiveness of the system of internal control. (Appendix F)
The council is asked to consider the attached statement of internal control in support of the Annual Governance Statement. The Chair of the meeting and the clerk to sign.
- c) To approve the internal audit report 2024-2025. (Appendix G)
- d) To approve the Annual Governance Statement for 2024-2025, Section 1 of the AGAR for the year ending 31st March 2025. (Appendix H)
The clerk to present the assertions and the council to answer. The Chair of the meeting and the clerk to sign and date.
- e) To approve the Accounting Statements for 2024-2025, Section 2 of the AGAR for the year ending 31st March 2025, the supporting Bank Reconciliation as of 31st March 2025 and the explanation of significant variances from last year (2023-2024) to this year (2024-2025). (Appendix I)
The Chair of the meeting and the clerk to sign and date.

10. MAYOR'S OFFICE

- a) To receive update on the work of the Town Mayor. (Appendix J)

11. REPORTS FROM COUNCILLORS

External councillors may report for 3 minutes. Written reports must be received three days before the meeting.

- a) To receive reports from Division County Councillors.
- b) To receive reports from Ward District Councillors.
- c) To receive ward reports from Town Councillors.

12. PLANNING MATTERS

- a) To receive update on Neighbourhood Plan.

13. LOCAL GOVERNMENT REORGANISATION

- a) To receive update on submissions of Expressions of Interest to Rother District Council and East Sussex County Council.

14. ROTHER DISTRICT COUNCIL LIAISON

- a) To note awaiting dates for next leaders meeting.
- b) To note solicitor has requested Rother District Council expedite HM Land Registry application for Pebsham Play Area.
- c) To consider applying for CIL infrastructure matched fund. (Appendix K)

15. EXTERNAL REPRESENTATIVES

- a) RALC – Cllr Huseyin and Cllr Jacklin.
- b) Citizen's Advice – Cllr Byrne.
- c) Bexhill Air Cadet Squadron – Mayor/ Deputy Mayor.
- d) Bexhill Maritime – Cllr Timpe.
- e) Little Gate Farm – Cllr Winter.
- f) Neighbourhood Board – Cllr Wilson.
- g) To note clerk's appointment on Neighbourhood Board yet to be confirmed.
- h) Combe Valley CIC – Cllr Jacklin.
- i) Chamber of Commerce Centenary Fund Assessment Panel – Cllr Wilson.
- j) To consider nominating external representative for Bathing Water Community Group.

16. TO CONSIDER ESTABLISHING A PROCESS FOR SELECTING THE CHAIR, WITH A DEADLINE SET AHEAD OF THE ANNUAL MEETING OF THE COUNCIL – Cllr Drayson

17. TO ESTABLISH A PROCESS FOR COMMITTEE APPOINTMENTS TO ENSURE THAT THOSE STANDING FOR COMMITTEE POSITIONS ARE KNOWN IN ADVANCE – Cllr Drayson

18. MOTIONS FROM COUNCILLORS

- a) Cllr Plim.
In light of the recent increase in localised retail crime within Bexhill, Sidley, and Little Common, will this council investigate the costs associated with utilising powers under the Police Act 1996 Sections 25 and 96 to fund additional PCSO patrols in these areas, and present a report with findings at the next meeting for the council's consideration?

b) Cllr Wilson.

As The elected Mayor for Bexhill I wish to have a chosen charity and for the 2nd year I wish to choose Sidley Cricket Club.

They continue to do such amazing work in the community. Their project is far from complete and choosing them really does improve awareness of what they are attempting to achieve.

c) Cllr Wilson.

That Bexhill Town Council considers having a Mayors Ball in April 2026 as a celebration of the work that BTC have achieved during the year 2025/2026.

d) Cllr Winter.

This Council resolves to introduce a structured framework of "Lead Councillor" roles, aligned with best practice in local governance, to strengthen thematic oversight, enhance community engagement, and prepare for asset devolution.

These roles shall be advisory and representative only, without individual decision-making powers.

19. CORRESPONDENCE AND MATTERS FOR INFORMATION – There were none.

20. QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS

a) To receive answers to questions raised at the last meeting.

Cllr Jacklin asked whether the CCTV contract has been put in for renewal.	The CCTV contract was renewed on 8 th April 2025.
Cllr Plim asked for clarification on how many allotments were owned by Bexhill-on-Sea Town Council.	Bexhill-on-Sea Town Council owns eight allotments, two of which are managed by the Town Council.
Cllr Drayson asked whether the appointment of the Mayoral Cadet should take place when the new Mayor is established.	That would be for the council to decide.
Cllr Drayson asked if councillors could be sat next to their ward partners for future meetings.	This is done where possible, however no formal seating plan has been agreed.
Cllr Crotty praised the standard bearer representing the town council at VE Day events.	This feedback will be passed on.

b) To receive questions from councillors.

Questions shall be recorded in the minutes and responded to at the next meeting or before.

c) Any future agenda items.

d) To consider any new risks to be added to the risk register.

21. DATE OF NEXT MEETING – 30TH JULY 2025

All motions for the next meeting of full council on 30th July 2025 must be received by 18th July 2025.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will not be permitted to attend during the following items:

22. TO RECEIVE UPDATE ON LEGAL CLAIM