

ANNUAL GENERAL MEETING

BEXHILL-ON-SEA TOWN COUNCIL

To all Members of **BEXHILL-ON-SEA TOWN COUNCIL**

You are summoned to attend the Annual Meeting of

BEXHILL-ON-SEA TOWN COUNCIL

to be held in the **Bexhill Senior Citizens Club, Eversley Road,**

Bexhill-on-Sea

on **Wednesday 20th May 2026 at 6:30pm**

when it is proposed to transact the following business:



Adam Chugg

Town Clerk

14th May 2026

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. TO ELECT CHAIR

a) Chair to sign the Declaration of Office.

2. TO ELECT VICE-CHAIR

3. PUBLIC PARTICIPATION

4. APOLOGIES FOR ABSENCE

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

6. CHAIRS ANNOUNCEMENTS

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7. MINUTES

- a) To approve the minutes of the meeting of Wednesday 22nd April 2026.

(Appendix A)

8. RECOMMENDATIONS FROM COMMITTEES

- a) To note elsewhere on the agenda.

9. TO REVIEW DELEGATION ARRANGEMENTS AND TERMS OF REFERENCE FOR COMMITTEES – INCLUDING NEW STRATEGY COMMITTEE

(Appendix B)

10. TO APPROVE APPOINTMENT OF MEMBERS TO EXISTING COMMITTEES

- a) Amenities Committee
- b) Engagement and Communications Committee
- c) Finance and Audit Committee

(Appendix C)

11. TO DETERMINE THE TIME AND LOCATION OF ORDINARY MEETINGS OF THE COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF THE COUNCIL

(Appendix D)

12. TO REVIEW AND ADOPT APPROPRIATE STANDING ORDERS, FINANCIAL REGULATIONS AND CODE OF CONDUCT

(Appendix E, F, G)

13. TO REVIEW ARRANGEMENTS (INCLUDING LEGAL AGREEMENTS) WITH LOCAL AUTHORITIES, NOT-FOR PROFIT BODIES AND BUSINESSES

All contract terms can be found on the Council's website:

- a) Extra urban grass cuts – Eats Sussex County Council
- b) Printer Contracts
- c) Payroll services
- d) Rental agreement – 35 Western Road

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- e) Office cleaning
- f) Sanitary services
- g) Electricity and gas
- h) Telephone and Broadband
- i) Water services
- j) Waste collection
- k) Alarm system
- l) Microsoft Mailboxes
- m) HR and health and safety services
- n) Wholesaler agreement
- o) Videographer Contract
- p) CCTV contract

14. TO REVIEW REPRESENTATION ON OR WORK WITH EXTERNAL BODIES AND ARRANGEMENTS FOR REPORTING BACK

- a) RALC
- b) Citizen's advice
- c) Bexhill Air Cadet Squadron
- d) Bexhill Maritime
- e) Little Gate Farm
- f) Combe Valley CIC
- g) Bexhill Rail Action Group
- h) Chamber of Commerce Centenary Fund Assessment Panel
- i) Bathing Water Community Group

15. TO REVIEW INVENTORY OF LAND AND OTHER ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT

(Appendix H)

16. TO CONFIRM ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURABLE RISKS

(Appendix I)

17. TO REVIEW COUNCIL AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES

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- a) ESALC and RALC (includes NALC) (includes GEOX Sphere mapping).
- b) National Allotment Society.

18. TO REVIEW COUNCIL COMPLAINTS PROCEDURE

(Appendix J)

19. TO REVIEW INVESTMENT POLICY

(Appendix K)

20. TO REVIEW COUNCIL POLICIES, PROCEDURES AND PRACTICES IN RESPECT OF ITS OBLIGATIONS UNDER FREEDOM OF INFORMATION AND DATA PROTECTION LEGISLATION

[GDPR - Bexhill-on-Sea Bexhill-On-Sea, East Sussex - Bexhill-on-Sea, Bexhill-On-Sea](#)

21. TO REVIEW THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

(Appendix L)

22. TO REVIEW THE COUNCIL'S EMPLOYMENT POLICIES AND PROCEDURES

[Employment Policies - Bexhill-on-Sea Bexhill-On-Sea, East Sussex - Bexhill-on-Sea, Bexhill-On-Sea](#)

23. TO REVIEW THE COUNCIL'S EXPENDITURE INCURRED UNDER S137 OF THE LOCAL GOVERNMENT ACT 1972 OR THE GENERAL POWER OF COMPETENCE

[Transparency Code - Bexhill-on-Sea Bexhill-On-Sea, East Sussex - Bexhill-on-Sea, Bexhill-On-Sea](#)

24. PLANNING MATTERS

- a) To receive update on the Neighbourhood plan.

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- b) To review and submit comments on the following planning application for the Land at High House Farm and Summerleas Ninfield Road.

[Rother | Rother Council Online | Application | 262636](#)

- c) To review and submit comments on the following planning application for Beulah Baptist Church Clifford Road, Bexhill, East Sussex, TN40 1QA

[Rother | Rother Council Online | Application | 262632](#)

25. MAYORS OFFICE

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

26. REPORTS FROM COUNCILLORS

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

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

27. TOWN CLERK UPDATE

- a) To receive update.

(Appendix M)

28. INVESTIGATION INTO SECURITY MEASURES FOR PUBLIC MEETINGS

29. LOCAL GOVERNMENT REORGANISATION

30. EXTERNAL REPRESENTATIVES

- a) To receive updates from external representatives.

31. MOTIONS FROM COUNCILLORS

32. CORRESPONDENCE AND MATTERS FOR INFORMATION

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33. RISK REGISTER

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

34. DATE OF NEXT MEETING – TO BE AGREED

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:

35. ROTHER DISTRICT COUNCIL LIAISON

- a) To consider an MOU for Pebsham Recreation Ground.

(Appendix N)

36. BEXHILL-ON-SEA TOWN COUNCIL PREMISES

- a) To consider the lease of the premises for overspill accommodation as shown in appendix O.

(Appendix O)

37. TO CONSIDER PROPOSAL FOR DOMESDAY PROJECT JUNE 2026 – MAY 2027

(Appendix P)

38. TO RECEIVE UPDATE ON LEGAL CLAIM