

BEXHILL ON SEA TOWN COUNCIL

FULL COUNCIL MAY 20TH 2026

TOWN CLERK UPDATE

1 INTRODUCTION

I have now been in post for 5 weeks and I wanted to echo my previous comments about the warmth of my welcome, the great work of my predecessor, and how pleased I am to have taken up the post at such an exciting and critical time for the Council.

The main current areas of work are shown below.

2 LOCAL GOVERNMENT RE-ORGANISATION

The regular meetings with relevant RDC officers have continued with Michelle closely involved as RFO and DTC.

As I emailed to you all, work has begun on a Forward Plan to help the Town Council make the necessary preparations to take on the assets. This sets out the work we have to do and the recommended changes to make when we have these assets.

This report will cover:

- Initial mapping of the assets
- Work to be done
- Key risks identified and management of risks
- Anticipated staffing requirements
- Governance options.

The new responsibilities and increased work will require changes to both staffing and governance, and Cllrs will make the final decisions on what these changes need to be.

Finally, as you know, a request has been made to RDC to see if they will consider adding Galley Hill to the green list of assets and we are still awaiting their final response. If this change is made, then the Council can consider if we wish to take this on or not.

3 PEBSHAM RECREATION GROUND

The Memorandum of Understanding has been received from RDC , and legal advice has been taken about this.

This M of U and this advice are on this agenda.

A Licence agreement will follow the signing off of the M of U.

A site visit has taken place with the contractor, and we anticipate the work will have a 12-week lead in time from of the M of U being signed.

4 ADDITIONAL PREMISES

The Council instruction was to seek overspill accommodation for a period of up to 3 years. Therefore, the lease for 44 St Leonards Road is on this agenda. Cllrs have also been sent a video of the new premises.

5 SECURITY ARRANGEMENTS FOR MEETINGS

A meeting has been held with them manager of the Senior Citizens Club, and she has confirmed that we can lock the building during the meetings and use the side doors for entry/exit.

As this is where the fire exits are, this does not compromise fire safety.

In addition, there is CCTV at the front of the building.

We hope to trial these arrangements at the June meeting.

6 DOMESDAY PROJECT

Following on from the Council agreeing £10k in funding for June 2026-May 2027, the proposed contract for these works is on this agenda.

The original 3-year project will finish on May 31st 2026. A report on the outcomes of this project will come to Full Council in June.

7 FOIA REQUEST

We have received one since the last meeting.

This asked us for the costs of the Civic Awards and Annual Town Meeting.

This is a matter of public record, and a response has been sent showing these costs to be £843.08.

8 MODULAR TOILETS

The motion to investigate the feasibility of these has been noted, and work on this will commence as soon as this is possible.

9 FOUNTAINS PROJECT

As you may be aware, the Bexhill Neighbourhood Board ['Pride in Place'] are working with RDC to see if we can return to having workable fountains on the seafront near the De La Warr.

They are hoping to go out to Tender later in the year and have something operational sometime in 2027. The BNB want to then pass the day-to-day upkeep and future maintenance to the Town Council.

With this in mind, in November 2025, the following motion was passed at Full Council:

'It was resolved, in principle, to explore taking on the responsibility and maintenance of the proposed new water feature.'

So, the TC has agreed to **explore** taking the Fountains on , and any decision to actually take them on will require another decision of Full Council at another meeting.

I am liaising with BNB on when this decision will be taken, and also what information the Cllrs will need to be able to make a decision on this important matter.

10 HOTEL FEASIBILITY STUDY

This is another BNB project to undertake an investigation to explore if a new hotel can be attracted to the town. The Town Council previously agreed to pay 1/3 of the £12,000 costs for this investigation.

The specification for this work is being finalised and will be advertised shortly.

11 CIL FUNDING FROM THE TOWN COUNCIL

2 applications have been received, and these will be considered at the June meeting.

12 NEW WEBSITE

I want to thank the team for all of their work with the Developer on our new, improved website, which will help to further increase the accessibility of our information to the public.

We expect this to go live in June, and initial training for the staff is already underway.

13 CLEANING

The toilet cleaning arrangements are now fully 'in house' and I want to thank the team for the great job they are doing in sometimes challenging circumstances.

14 ITEMS WHERE THERE IS NO NEW UPDATE

For the following items, the position is the same as it was in the April report.

TOILET LICENSES

The work on these is nearly complete.

RUBBER GRASS MATTING

As requested at last Full Council, officers have started to look into this and will report back.

NEIGHBOURHOOD PLAN

The request to designate the whole of the Bexhill on Sea Parish as a 'Neighbourhood Area' is with RDC. We will let the Council know the decision that is made.

SCHOOL CROSSINGS

We are still awaiting the response from the school that was approached. The RFO has also reached out to other TCs as requested to learn more from approaches from elsewhere.

More details will follow in the coming weeks.

BUS SHELTERS

As per Full Council meeting, we are being sent design information for the new ones.

POLICIES

An initial review had been started, and I am now working with the Civic Administrator on a complete list of all policies, with dates of when they were last reviewed, and the date of the next review in each case.

We will also identify if any additional policies are needed.

The results will be brought to the Council.

15 CONCLUSION

I hope that this has provided a useful summary of our key work at this busy time. Please let me know any queries or feedback.

ADAM CHUGG