APPENDIX F

Full Council November 2026 - Town Clerk RAG report

Introduction

Town Clerk reports now take the form of a RAG [Red, Amber Green] report that shows the motions passed by Full Council and the progress of the work to be undertaken as a result of the motion in each case.

I am sure that many Cllrs will be familiar with RAG reports, but in the context of this report:

Green = Complete

Amber = Progressing, no major issues

Red = Delayed and/or significant issues.

The report is now in two parts:

Part One: Current Motions

Part One – Motions that were Amber or Red in the October report plus the motions passed at the October Full Council.

Part Two: Completed Motions

Motions shown as green in the October report.

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PART ONE – 'Current Motions.'

Item	RAG Rating	Commentary
2 Investigate installation of a MUGA in Pebsham.	**AMBER**	MUGA stands for 'Multi Use Games Area.' Conversations have taken place with partner organisations to see what may be in the pipeline. It has also been confirmed that the new Gateway development includes sports pitches, but not a MUGA.
3 Toilets: Licenses agreed and Lease agreed for Channel View East.	**AMBER**	Licenses have been agreed for a number of toilets that we clean and maintain. The exception to this is Channel View East where there will be a lease. The RFO is in discussions with RDC so that a final version of the Channel View East lease can come to Council.
4 Investigate the benefit of having lead Cllrs.	**AMBER**	An initial update was presented to the Strategy Group at their November meeting. They have asked for more research to be carried out for them to consider the matter in more detail, and a report will come to Full Council in due course.
8 School Crossing patrols and pedestrian crossings St Peter and St Paul Primary School; Little Common.	**AMBER**	I have been working with the ESCC ward Cllr, Cllr El Huseyin, and St Peter and St Paul primary school on this, and ESCC have now agreed to investigate whether there can be a new pedestrian crossing near the school. Ahead of this investigation taking place, there is no further update at this stage and we hope for a positive outcome from ESCC. The advice from ESCC about a school crossing officer has been passed to Little Common school.
10 To defer long-term decision-making to the Strategy Cttee.	**AMBER**	The Strategy Cttee are now meeting bi-monthly. The new Vision is being considered at this meeting.

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		ESALC will be working with Cllrs on a new Plan and dates for these sessions will be circulated shortly.
12 To seek further clarification from the Planning dept and East Sussex Highways on the feasibility of installing grass rubber matting and find the cost of hiring an independent contractor to install rubber grass matting.	**AMBER**	The Operations Team are seeking the necessary advice from National Highways, RDC, and ESCC on this matter.
13 To investigate the viability and cost of installing modular self-cleaning toilets in Bexhill.	**AMBER**	Have met with an expert organisation who works in this field to obtain some informal guidance and am liaising with the Cllr who proposed this matter. The next steps are: Sound out RDC about a possible site. Confirm outline design to come to Full Council for consideration.
16 Mayoral budget is transferred to the mayor's charity [Sidley Cricket Club] and install a sign at St Mary's to recognise donations from the Town Council.	**AMBER**	The transfer has taken place, and the Operations Team are confirming arrangements for the sign.
17 To investigate if having a Neighbourhood Plan would be beneficial to the Town Council.	**AMBER**	The expert consultant work is underway including 121 meetings with Cllrs and a session for all Cllrs on the 18th of November. The report is expected shortly.
19 To seek additional expert advice and report to Council [confidential matter].	**GREEN**	The advice has been considered by Full Council.
20 To liaise with Bexhill Indoor Bowls club to produce a more satisfactory funding application.	**AMBER**	I have met with the Club official, and they have confirmed their plans to seek funds from other sources as well as the Town Council. We expect an amended application in due course.
21 It was RESOLVED to approve Cllr Plim's motion to utilise both distribution pathways and for the Clerk	**AMBER**	Arrangements have been made for the booklet to be sold at the museum.

to investigate selling the booklet at selected outlets within the Town.		The Engagement and Comms Cttee are overseeing this work and they are being updated.
22 It was RESOLVED to have a Mayors Ball on 24th April 2027, subject to venues and advice from Events Manager.	**AMBER**	Preparations are in hand.
23 Seek an additional staffing post in relation to asset transfer.	**AMBER**	Asset transfers were paused by RDC and so this post was put on hold. However, given work on possible asset transfers for: • Fountain • Manor Barn PCs • War Memorial • Lower Galley Hill • And possible others there is now enough work to take this post forward.
24 Subject to Bexhill-on-Sea TC agreeing to take on responsibility for GH Lower Car Park, the Town Council is willing to offer a lease to Bexhill Maritime.	**AMBER**	Draft Heads of Terms and other documents are on the agenda for this meeting.
25 Approve the draft Heads of Terms for taking on the ownership and maintenance of the fountains area once restored.	**AMBER**	The asset transfer documents from RDC are expected in the coming weeks. Cllrs have been kept updated about the Tender process that RDC are running for the restoration work, and the funding arrangements for maintenance between RDC/BNB and the Town Council.
26 Support commemorative plaques scheme and agree to be one of the four premises featuring in the shops and premises pilot project.	**AMBER**	Awaiting Bexhill Heritage taking this forward.
28 To receive the report on the Glyne Gap Roundabout Project and note the progress of the work undertaken.	**AMBER**	Quotes have been sought for the expert survey requested by National Highways before the planning application can be determined.

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		At this meeting, Council are being asked to confirm the funds for this survey.
30 To receive the updated Grants and Donations Policy as agreed by the Finance and Audit Cttee.	**GREEN**	This policy has been confirmed and adopted.
31 To consider any further submissions on the consultations on the A259 and specifically A259 Belle Hill / Little Common Road at the junction with Combe Valley Way/London Road : All comments were NOTED and will be submitted.	**GREEN**	The comments have been submitted to the organization carrying out the consultation.
32 It was RESOLVED to appoint an Armed Forces Champion AND It was RESOLVED for Cllr Peters to become the Armed Forced Champion.	**GREEN**	Cllr Peters has been appointed with the terms of reference agreed by the Town Council.
33 It was RESOLVED to approve the friendship accord with Bayencourt.	**GREEN**	This has been confirmed with Bayencourt.
34 It was RESOLVED for the Town Clerk to investigate taking on responsibility for the maintenance of the Town's main War Memorial and relevant adjacent land.	**AMBER**	Liaison is taking place with RDC and the Town Council's solicitor.
35 To feed back any initial comments or responses to RDC's formal consultation on the new Draft Local Plan and to confirm arrangements for agreeing and submitting a formal response from the Town Council.	**GREEN**	The response is being submitted before the 24th of November.
36 It was resolved to appoint Cllr Winter as the external representative for the Polegrove Climate and Community Working Group.	**GREEN**	Arrangements have been confirmed.
37 It was RESOLVED to reinstate the Planning and Development Cttee, with the new title of Plannng, Development and Highways Cttee.	**GREEN**	The Cttee has been established, dates confirmed and the Terms of Reference and membership are being confirmed at this meeting.

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38 It was RESOLVED to release a statement using the wording provided by the solicitors	**GREEN**	This statement is now on the Town Council's website.
39 it was RESOLVED to proceed with obtaining the suggested additional advice.	**AMBER**	This advice has been requested from the solicitors.
40 Protection of Mayoral Role It was RESOLVED to follow the solicitors' advice.	**GREEN**	The October Full Council meeting confirmed this.

PART TWO – 'COMPLETED MOTIONS'

Item	RAG Rating	Commentary
1 Pebsham Inclusive Play Area.	**GREEN**	New playground was opened by the Deputy Mayor on the 16th of October
5 Begin discussions of collaborative projects with Bexhill Neighbourhood Board.	**GREEN**	Town Council has agreed in principle to maintain the Fountain if restored. There has also been regular liaison with BNB on a number of other project areas including: Monthly meetings between BNB and Town Clerk. Attendance of Town Clerk at BNB Board Meetings.
6 Enter into a rental agreement for no longer than 3 years either full move or overflow space.	**GREEN**	44 St Leonard's Road has been secured on a 3 year lease and is now a base for the Operations Team.
7 Review security arrangements for public meetings which do not incur costs.	**GREEN**	New arrangements in place at the venue for Town Council meetings.
9 To explore taking on the responsibility for and maintenance of the proposed new water feature.	**GREEN**	The Town Council has resolved to do this if the Fountain is restored.
11 To look at other Parish and Town Councils and see what they have done to solve the issue of school crossing patrols.	**GREEN**	A report on what was found out is on the agenda for this meeting.
14 It was RESOLVED to submit both suggestions with the amendment from Grate to Gate to Persimmon	**GREEN**	The suggestions were sent to Persimmon Homes and the good news is that they are enacting many of our

Homes and for the Clerk to contact Persimmon Homes regarding how to proceed with involving Ellerslie Area Road Association.		suggestions. We also suggested that they contact the Association.
15 More details on FOIA request reported at the April Full Council meeting.	**GREEN**	This information has been sent.
18 It was RESOLVED to agree the proposal for the Domesday Project June 2026 – May 2027, with one amendment: Section 10 – delete 5-year.	**GREEN**	The amendment was made. I am meeting David Dennis each month to monitor progress. Work is progressing and he will present an update to the Town Council in the coming months.
27 Contact RDC Planning Officer to present to us an overview of the upcoming changes as part of NPPF.	**GREEN**	This request has been sent.
29 It was RESOLVED for Cllr Wilson be appointed as the external representative for Bexhill Cultural Network.	**GREEN**	BCN have been informed.

PART THREE: NUMBERS

DESCRIPTION	**OCTOBER 28TH 2026**	**NOVEMBER 25TH 2026**
Total Number of Motions	29	40
Red	1	0
Amber	16	19
Green	11	21
Other	1	0