

PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the LEISURE & AMENITIES COMMITTEE held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 17th January 2017 at 7:30pm.

Committee Members Councillors: Wayne Botting Andy Loraine
Rachael Coles (Chair) Ron Maskell
Brian Gosling Amber Robertson
Lynda Hallett Robbie Robertson (Vice Chair)
Job Harris Melvyn Simmons
Jackie Harrison-Hicks

Present Councillors: Wayne Botting Amber Robertson
Rachael Coles (Chair) Robbie Robertson (Vice Chair)
Brian Gosling Melvyn Simmons
Job Harris

In Attendance: Campbell McBryer – Leisure and Amenities Manager

GENERAL BUSINESS

Health & Safety

Thank you for attending this evening. We are not expecting any emergency evacuations from the building, however in the event of an emergency, please leave the building by the safest route possible and meet on the grassed area on the opposite side of the car park. Do not re-enter the building until you are informed by a member of staff that it is safe to do so.

Please also switch your mobile phones to silent and refrain from using during this meeting.

LA124 CHAIR ANNOUNCEMENTS

Volunteer Taskforce

The Volunteer Taskforce are doing a great job at Howard Peace Park, weeding, hedging and planting bulbs, if any residents wish to join the team, please contact the Information Office.

Cllr. R Coles thanked local residents for contributions to repair damage caused by local youths. The Christmas decorations were repaired and Christmas Events were a great success.

Debate:-

None

Signed: *RA Coles*

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Date: *21/03/17*

LA125 PUBLIC QUESTION TIME

Sue Griffiths Peacehaven and Telescombe Access Group

As chair of the Peacehaven and Telescombe Access Group I would like to support item 7. The Council in all its different guises has been talking about this provision since the 1990s and it is good to see it nearing reality.

Cllr. R Coles replied thanking Ms Griffiths for her comments.

Can I ask that within your deliberations on item 9 that you give high regard to creating the least disturbance to groups that are already using The Hub?

Cllr. R Coles explained that plans for The Hub were to be discussed and any decision making in relation to The Hub would take full account of the needs of current users.

I would like to know when this committee gave the power to the Planning and Highways committee to make a decision about selling land at The Dell which is the responsibility of Leisure and Amenities.

Cllr. R Coles stated that the Planning and Highways Committee had the power to deal with this matter and had chosen to do so. As such it need not come before the Leisure and Amenities Committee.

Alan Sargent – Residents Association

I wish to ask questions about this proposal (The Dell agenda item 7)

There is an error where page 20 is a duplicate of page 19. This is very careless because it could lead to a miscalculation of Walstonbury's proposal.

Did the Council send out a detailed specification and terms and conditions for the proposal?

In the documents provided the following are of concern:–

1. There is no tender analysis.
2. Each supplier is not quoting like for like therefore you cannot carry out a proper tender analysis as required by the Councils Financial Regulations.
3. The tenderers should be members of the Association of Play Industries (API)

Not quoted in any tender

4. The design, materials of construction should conform to BSEN 1176 for equipment.

Not quoted in any tender

5. There are no dimensional drawings showing the existing and new equipment. There are standard clearance dimensions that form part of the Risk assessments for each item of equipment.
6. Surfaces should conform to BSEN 1177 and BS7188.
7. There are no dimensional drawings that form part of the Risk Assessments for each item of equipment.
8. There are no Terms and Conditions, payment terms, guarantees and insurance within any quotations.

Signed: 

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LA125 PUBLIC QUESTION TIME continued

The cost is over £40,000 therefore Standing Orders para 18 and Financial Regulations para 12.2 and 12.3 apply otherwise the Council is operating illegally which will be picked up at the next audit.

I would suggest that Officers and Committee obtain more information prior to making a decision to spend £42,849.90. There is also a budget shortfall of £1,309.90

Mr McBryer replied explaining that there is no requirement for competitive tender as the budget for the project is under £40,000 and that this appeared to be a miscalculation on Mr Sargent's part. The total budget for this project is £35,158.25 and that funding had been secured by way of Section 106 money to the figure of £38,840 and a contribution of £2700 had been secured from a charitable group as part payment for the wheel chair swing.

Mr McBryer assured Mr Sargent that all quotations were for EU approved play equipment and that the specification for the equipment met or exceeded the older British Standards. That the suppliers are all approved to install equipment in accordance with health and safety requirements and had the required level of insurance. Mr McBryer also confirmed that materials and surfaces quoted met or exceeded the British Standard and were in accordance with current European levels of safety legislation.

Mr McBryer also explained that some of the equipment listed was either very specialised or bespoke. As a result of this it was not possible to produce three quotations for exactly the same equipment and service as in the case of the swing there is only one such supplier.

Mr McBryer acknowledged that there are strict health and safety directives in relation to the placing and spacing of play equipment. This was being taken into account in the construction of the park and drawings and plans attached to the quotation were for illustrative purposes only and that detailed plans would be completed before the work was completed.


Mr McBryer also explained that a great deal of time and effort had gone into the sourcing and planning of the inclusive park and facilities and assured Mr Sargent that the project was safe, properly financed and had been dealt with in accordance with Financial Regulations and good practice.

Cllr R Coles offered apologies that the duplication within the agenda of the quotation was an administrative error but that it had not affected the price for each quotation.

John Livings

I have no reply to my question asked at the last 2016 Full Council. The question was from what account was the new tractor paid as it appears to have come from a Revenue account rather than a Capital Reserve Account. Additional information required is what is the specification and how was the invitation to tender advertised and how many quotes were received for consideration.

Mr McBryer replied that he would investigate from which account the tractor was paid for and the tractors specification. Mr McBryer explained good practice and financial regulations in that the tractor cost well under £40,000 and as such was not required to be sourced through competitive tender and it was usual for three quotations to be received before a purchase decision was made by Council.

Signed: 

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LA125 PUBLIC QUESTION TIME continued

ACTION: Campbell McBryer to reply in writing to John Livings as to the specification of the new tractor and details of which account the purchase was made from

Mrs Baverstock

Will the Wheel Chair swing be useable by those in electric wheel chairs which can weigh up to two tonnes.

Mr McBryer replied that the specification is believed to cover users up to this weight. Later in the meeting figures from the quotation confirmed that the swing will accommodate users up to 2.5 tonnes.

Peter Seed – West Ward

Following the construction of Centenary Park and the relocation of the Grounds Team, what efforts are being made to find new accommodation for them?

I understand that land for Centenary Park was compulsorily purchased on behalf of Southern Water. The Park was then controlled by Lewes District Council, who owns the Park now and what process was followed?

Mr McBryer replied that efforts were being made to rehouse the Grounds Team and that the long term plan was to create a base for them at The Hub with washing, storage and maintenance facilities.

Mr McBryer explained that the land at Centenary Park was purchased on behalf of Southern Water for the sewerage works. As a result of Section 106 money, Centenary Park was created at a cost of £2.2. The Park was then given to Lewes District Council, who now owns the Park. The Park and land are now leased to Peacehaven Town Council for a term of 999 years.

LA126 TO CONSIDER APOLOGIES FOR ABSENCE

Cllr. L Hallett– noted (prior commitments)
Cllr. J Harrison-Hicks – noted (prior commitments)
Cllr. A Lorraine – noted (work commitments)
Cllr. R Maskell – noted (prior commitments)

LA127 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr. W Botting declared an interest in Ace Facilities who install doors

LA128 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 1st November 2016

Cllr. J Harris proposed
Cllr. M Simmons seconded

Approved

Debate:- None

Signed: 

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REPORTS

LA129 PROJECT UPDATE

Cllr. R Coles stated:-

Centenary Park

Efforts are being made by the Leisure and Amenities manager and Grounds Team to move all of our grounds work to a more environmentally friendly and organic basis. Kevin BRAY has made enquiries with companies that provide technical advice as well as organic and environmental products. This is particularly significant in relation to the care and maintenance of the sports pitches within Centenary Park.

Howard Park

An investigation is under way by East Sussex County Council to assess the condition of the South Coast Road to the North of Howard Park. There is concern that the road may be at risk of structural damage as a result of the large rabbit population in the park. Peacehaven Task Force has begun clearance of the shrubs to the north border of the Park and an investigation is being completed by the Leisure and Amenities Manager as to mechanical clearance of the shrub and control of the rabbit population.

The Hub

The Hub is in a state of poor repair and a request has been made to Council to secure funding to explore suitable solutions / improvements to The Hub.

Youth Disorder

A Youth Night Task Force has been created which is being run on behalf of Council Officers by Grant WINTER, a qualified youth leader. They have a number of projects underway which will enable the young people of Peacehaven to feel included within Community Projects and to invest their own time and effort into these projects. A "Pump Track" is being built by the group which will be of use to skateboarders, cyclists and other youth groups. This track will also be made available for local schools to use.

Recent damage to the Meridian Centre over Christmas has been resolved by way of Community Resolution. Offenders were identified and put to work at Community House following Police Intervention.

Youth disorder, whilst not eliminated, is no longer considered a major concern.

Christmas

Peacehaven Town Council had a high profile within our Community over Christmas. This included a motorcycle riding Santa, a Christmas Market and a successful Carol Concert. Feedback from residents in relation to events attended or managed by the Town Council have been very favorable.

Debate:- None

Signed:

R Coles

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LA130 THE DELL

The Leisure and Amenities Committee **AGREE** to purchase and install inclusive play equipment for The Dell from Play-innovation.

Cllr. W Botting proposed
Cllr. R Robertson seconded

Agreed

Debate:-

Councillors discussed and agreed the suitability of the inclusive play equipment and the proposed layout within The Dell play area

LA131 WRITTEN RESPONSES TO PUBLIC QUESTIONS

Question: If the land at Centenary Park has been purchased by Southern Water under a Compulsory Purchase Order, why/how is Lewes District Council (LDC) now the Freeholder?

Answer: The land for Centenary Park was a Compulsory Purchase Order, the Freehold for Centenary Park was then passed to Lewes District Council. The Park is now leased to Peacehaven Town Council for 999 years.

Question: Update on Grounds team premises.

Answer: The current Grounds Team premises are adequate but not ideal. There is a long term plan to build specific accommodation for the team, shorter term solutions are also being explored. The Officers of the Council are not in a position, at the moment, to provide further details as to these premises.

LA132 THE SPORTS PARK HUB

The Leisure and Amenities Committee **AGREE** to provide funding for investigation / research into redevelopment of The Hub, funding to be estimated £3,000-£5,000


Cllr. M Simmons proposed
Cllr. A Robertson seconded

Agreed

Debate:-

Cllr. R Robertson agreed that The Hub needs to be redeveloped and questioned if a third storey could be built.

C McBryer replied that this was unlikely due to planning restrictions and that he would investigate and report back to the Committee

Signed: 

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LA133 OUTDOOR GYM

It was reported to the Leisure and Amenities Committee that a new piece of equipment had been purchased from The Great Outdoor Gym Company to replace obsolete / unserviceable equipment within Meridian Park at a cost of £2,989 + VAT

Noted

LA134 FIRE DOOR REPLACEMENT

The Leisure and Amenities Committee **AGREE** to purchase fire doors for the Main Hall at Community House from Keymer Double Glazing at a cost of £3,240 + VAT

Cllr. R Robertson proposed
Cllr. A Robertson seconded

Agreed

Debate:-

C McBryer advised the Committee that three quotations had been sought to replace the current doors which are worn and unserviceable and explained the different specifications for the doors

Councillor's agreed option 2 on the second quotation

LA135 INFORMATION TO NOTE

Noted

NEXT MEETING

LA136 TO CONFIRM DATE OF NEXT MEETING – Tuesday 21st March 2017 at 7:30pm

Noted

THE MEETING ENDED AT 8:50pm

Signed: *RA*

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