

## PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the LEISURE & AMENITIES COMMITTEE held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 21<sup>st</sup> June 2016 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:**

Rachael Coles (Chair)	Jackie Harrison-Hicks
Jean Farmiloe	Ron Maskell
Reg Farmiloe (sub)	Robbie Robertson (Vice Chair)
Brian Gosling	

**In Attendance:** John Kocher – Corporate Services Manager & RFO

### GENERAL BUSINESS

#### LAO 74 ELECTION OF CHAIR & VICE CHAIR

The Mayor, Cllr. J Farmiloe opened the meeting

Cllr. B Gosling proposed Cllr. R Coles for Chair

Cllr. J Harrison - Hicks seconded

**Agreed**

Cllr. J Harrison-Hicks proposed Cllr. R Robertson for Vice Chair

Cllr. B Gosling seconded

**Agreed**

#### LAO 75 CHAIR ANNOUNCEMENTS

##### 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 reenter 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.

##### Grounds Team Premises Update

Peacehaven Town Council has submitted a planning enquiry form to Lewes District Council with maps and drawings for premises at Centenary Park.

Signed: *RA Coles* 46

Date: *16/08/16* Leisure & Amenities Minutes 21/06/16

### Grass Verges

Complaints are being redirected to contractors Countrymans on 01273 814816 – details are available on the Peacehaven Town Council website with regards to the cutting schedule along with details of who to contact.

### Benches

A new Bench has been delivered to the orchard at Centenary Park and two further ones are being donated by Wagstaffs for outside the Meridian Doctors surgery. Many thanks to Wagstaffs Funeral parlour for their continued support within the town.

Other benches around the town are due to be renovated, painted and restored as part of the town enhancement budget for this financial year. A schedule of works will be made available via the website and facebook, so residents are aware.

We would like to remind residents (and Cllrs) to please adhere to all health and safety notices around the town and do not sit on wet paint.

### Centenary Park

A resident emailed Councillor Rachael Coles on May 9<sup>th</sup> to report offensive and indecent graffiti in the basin of the skate-park. The Grounds team immediately went out to clear the area, various anti-graffiti chemicals were used, at a cost to the Council of £28 and we are pleased to report that it was cleared within 24 hours.

I would like to extend thanks on behalf of the whole Council to Kevin and the Grounds team for their consistent support and prompt response with matters like this

Lines at the sports park car park have been completed, although the painters 'forgot' to paint the arrows – this has caused some confusion with parking and is being assessed by Officers.

The Town Manager has been informed that a pond has been installed at the orchard in Centenary Park, a risk assessment has been forwarded to Peacehaven Town Council.

The risk assessment for the summer fayre is nearing completion and will be finalised once the park has been mapped out with all the participants.

### The Dell

The fencing surrounding the Crater at The Dell is in poor repair and although being patched frequently, is due to be completely replaced. This is being costed for next years budget (Oct 2016) under the maintenance schedule for 2016-17 and will likely take place during early spring 2017.

Signed: *RA Coles*

47

Date: 16/08/16 Leisure & Amenities Minutes 21/06/16

## LA075 CHAIR ANNOUNCEMENTS continued

### Summer Bedding

Summer bedding plants started going in during June – £750 has been budgeted this year and not all yet spent. We send thanks again to the Grounds team for their consistent approach to ensuring the town looks beautiful and completing timely and scheduled repairs throughout Peacehaven.

### Greenwich Meridian Trail

The Greenwich Meridian Trail begins at the Meridian Memorial and ends, 273 miles later, in East Yorkshire.

The trail is very slowly becoming better known and is being walked by an increasing number of ramblers who have been attracted to the area by the trail.

Having previously been given permission to place way marks along the route within Peacehaven, we have now received a request to include some information about the trail on the information board next to the monument.

You can find out more about the trail at [www.greenwichmeridiantrail.co.uk](http://www.greenwichmeridiantrail.co.uk)

### Cinema

The cinema on 18<sup>th</sup> May suffered from poor sound quality, Peacehaven Town Council have not been charged for this event.

### **Debate:-**

Cllr. R Coles requested that 2 residents make a presentation to the Committee. The two residents Sophie and Matt then made a presentation relating to a proposed 12 hour football match to be held on the 20<sup>th</sup> August in Centenary Park to raise money for Cancer Research UK.

Cllr R. Coles wished them well with the endeavor and agreed with the rest of the Committee that the Council would support them wherever possible.

Cllr. R Robertson made a personal donation to the project.

## LA076 PUBLIC QUESTION TIME

### **Alan Sargent – West Ward**

The resident presented the following statement and questions:-

Signed: *RA Coles*

48

Date: *16/08/16* Leisure & Amenities Minutes 21/06/16

Leisure & Amenities Meeting

21<sup>st</sup> June 2016

**MAYORS APPEAL EVENTS;**

I have been asked to raise the matter concerning the last Mayor's accounts which have yet to be posted.

I refer members to the Financial Regulations Section 19 (page 14)

*Where the Town Mayor holds events purely for the benefit of his/hers chosen charities the RFO shall ensure that the income is accounted for separately and accounts are kept of the funds held on behalf of beneficiaries and separate financial reports made in such form shall be appropriate. The RFO shall arrange for the audit or independent examination as may be required.*

Accounts are normally published no later than 28 days after the new mayor is sworn in

One of the reasons why this has arisen is the sudden arrival of a very old 12 seater passenger vehicle which is understood to have been purchased out of the Mayor's charity funds.

One member of the public thought that travellers had decamped from Brighton in the car park. I wish to enquire the purpose of this vehicle and to which charity it has been donated

I am sure Councillors are aware that CTLA provide local needed transport and they have just been provided with a new bus and awarded £94,000 from the National Lottery.

Is the vehicle owned by the Council or the previous Mayor? Whichever way there has been no Modus Operandi drawn up i.e. operating specification and budget for the maintenance and insurance. Looking at the state of the vehicle you will need to make a significant budget allowance.

Finally did the purchaser obtain a condition report from a qualified garage or AA?

A Sargent

Resident West Ward

Signed: *AA Coles*

49

Date: *16/08/16* Leisure & Amenities Minutes 21/06/16

**LA076 PUBLIC QUESTION TIME continued**

*RFO J Kocher stated that the analysis of the Mayor's appeal fund had been completed and that while there is no requirement to publish this analysis in financial regulations it is available for inspection by members of the public.*

*Cllr R Coles stated that the mini bus was not owned by the Town Council which means that no costs would be incurred by the Council in relation to its repair and or operating costs. The minibus is still in the name of the previous Mayor and would be gifted either to the CATS Club or to the volunteer group that was being instigated.*

**LA077 TO CONSIDER APOLOGIES FOR ABSENCE**

Cllr. W Botting – noted (working away)  
Cllr. L Hallett – accepted (sickness)  
Cllr. J Harris – accepted (recovering from operation)  
Cllr. A Loraine – noted (holiday - Cllr. R Farmiloe substituted)  
Cllr. A Robertson – noted (working)  
Cllr. Simmons – not known

**LA078 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

None

**LA079 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 12<sup>th</sup> April 2016**

Cllr. J Harrison-Hicks proposed  
Cllr. B Gosling seconded

**Approved**

**Debate:**

Cllr. R Robertson asked Cllr. J Harrison-Hicks if she had the proposed meeting with C. Bibb (BPP) on the provision of premises for the grounds team.

*Cllr. J Harrison-Hicks confirmed that with Cllr. R Coles the meeting did take place and was successful.*

Cllr. R Robertson asked Cllr. R Coles if the working party to progress the implementation and fund raising for the disabled swing had occurred.

*Cllr. R Coles confirmed that such a meeting had not yet taken place*

Signed: *RA Coles*

50

Date: *16/08/16* Leisure & Amenities Minutes 21/06/16

## REPORTS

### LA080 PROJECT UPDATE

The Leisure & Amenities Committee **NOTED** the project update

Cllr. B Gosling proposed

Cllr. R Farmiloe seconded

**Noted**

**Debate:-**

Cllr. R Robertson requested that old projects be removed from the schedule as new projects will be added in the near future.

Cllr. Asked if there were any questions on:

Page 8/44 – None

Page 9/44 – None

### LA081 FINANCE UPDATE

The Leisure & Amenities Committee **NOTES** the financial position as at 31<sup>st</sup> May 2016.

Cllr. J Harrison-Hicks proposed

Cllr. B Gosling seconded

**Noted**

**Debate:-**

Cllr. R Coles reported that meetings with the RFO and the Vice chair were being held every 2 weeks in order that issues with costs and income were dealt with on a timely basis.

Cllr. R Robertson asked what the rent figure in the Centenary Park account was for.

*RFO J Kocher stated that this was the rent paid to house the Ground staff in Victoria Avenue until their new premises were built on Centenary Park*

Cllr R Coles asked if there were any questions on the following agenda pages:

Page 11/44

*None*

Page 12/44

*None*

Signed: 

51

Date: 16/08/16, Leisure & Amenities Minutes 21/06/16

**LA081 FINANCE UPDATE continued**

Page 13/44

*None*

Page 14/44

*None*

Page 15/44

*Cllr. R Robertson commented that the Council would shortly start receiving rent from the Gateway Café as their rent free period was now complete.*

*RFO J Kocher confirmed that the rent free period ended on May 31<sup>st</sup> 2016 and therefore rent would be received from June onwards.*

Page 16/44

*None*

Page 17/44

*Cllr. J Harrison-Hicks requested that a minute be included thanking the RFO for the clarity of the layout of the variance explanation on page 17/44.*

**LA082 REPLACEMENT ROTARY RIDE-ON MOWER**

The Leisure & Amenity Committee **APPROVES** the replacement of the 20 year old Ransome 933 Rotary Mower with a new Kubota F3890 with 60" rear discharge cutting deck for a discounted price of **£17,750** and retain the Ransome 933 until it can no longer be used.

Cllr. J Harrison-Hicks proposed  
Cllr. B Gosling seconded

**Approved**

5 Councilors voted for the proposal  
1 Councilor voted against the proposal

**Debate:-**

Cllr. R Robertson suggested that it might be better to sell the old Ransome 933 to the supplier of the new machine for £1,000 rather than retain it as it would mean that we would only spend £16,750.

The Head Grounds man was in the audience and was asked his view on this by the Committee. He stated that the old machine would be used on the rougher areas of land until it was no longer operational.

Signed: *RA Coles*

52

Date: *16/08/16* Leisure & Amenities Minutes 21/06/16

The Leisure & Amenities Committee **DOES NOT AGREE** to purchase from Fitzpatrick Woolmer, a recycled plastic lectern at a cost of **£656.40 plus VAT** to be installed on the proposed site at The Dell.

Cllr. R Robertson proposed  
Cllr. B Gosling seconded

**Agreed**

**Debate:-**

Cllr. R Coles asked a resident (S Griffith) if she could list for the Leisure & Amenities Committee the members of the Heritage Committee.

*S Griffith – resident listed the membership of the Heritage Committee as follows:*

*Sue Griffith – Chair*

*Peter Seed*

*Stanley Barnard*

*Claire Lacey*

*Job Harris*

*Caroline Reed- minute taker*

Cllr. R Robertson expressed concern that the design of the proposed may be susceptible to water ingress.


Cllr. R Coles asked if the budget of £1,500 was sufficient to enable plaques and boards to be installed at other locations.

RFO J Kocher stated that there was no specific budget for installation of plaques and boards for tourist information. He also stated that there was no ear marked reserve allocated for this project and suggested that as these reserves had not been reviewed for 6 months that the Policy & Finance Committee should conduct that review to ascertain the possibility of reallocating an earmarked amount to this project.

Cllr. R Coles suggested that the project be deferred until the financial situation had been clarified.

Cllr. R Coles proposed  
Cllr. J Harrison-Hicks seconded

**Agreed**

Signed: 

53

Date: 16/08/16, Leisure & Amenities Minutes 21/06/16



**LA 084 DISCUSSION TO ESTABLISH RULES FOR DOGS IN PARKS**

Various sign wordings were discussed and it was agreed that rather than have different signs for different parks that one generic sign should be devised that was suitable for all parks. The agreed sign should be:-

“All dogs should be kept under control at all times”

“Please clean up after your dog”

Cllr. R Maskell proposed

Cllr. R Farmiloe seconded

**Agreed**

**NEXT MEETING**

**LA 085 TO CONFIRM DATE OF NEXT MEETING – Tuesday 6<sup>th</sup> September 2016 at 7:30pm**

Noted

Signed:

*RA COLES*

54

Date:

*16/08/16*

Leisure & Amenities Minutes 21/06/16

