

## PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the LEISURE & AMENITIES COMMITTEE held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 16<sup>th</sup> January 2018 at 7:30pm.

<b>Committee Members</b>	<b>Councillors:</b>	Wayne Botting Rachael Coles (Vice Chair) Job Harris Jackie Harrison-Hicks Andy Loraine	Ron Maskell Dave Neave (Chair) Robbie Robertson Melvyn Simmons
<b>Present</b>	<b>Councillors:</b>	Rachael Coles (Vice Chair) Jean Farmiloe (sub) Brian Gosling (Chair of Council) Job Harris	Ron Maskell Dave Neave (Chair) Robbie Robertson Melvyn Simmons
<b>In Attendance:</b>		Claire Lacey - Town Manager Louise Steele - Locum RFO Sally Landers - Administration Officer	

### GENERAL BUSINESS

#### LA213 CHAIR ANNOUNCEMENTS

Good evening residents, thank you for coming to the Leisure and Amenities meeting of 16<sup>th</sup> January 2018.

May I firstly wish you all a Happy New Year and hope that this year is one for the town to push forward and secure some of the wonderful amenities which we have been discussing in front of you for some time.

Firstly may I remind you of the health and safety announcement. We are not expecting any evacuations, although if we do, the alarms will sound and you will be required to leave the building by the closest available route. We will meet on the grass area in the South Service Car Park.

Please will all of you switch your phones onto silent and refrain from using them during the meeting.

We need to inform you that this meeting is being recorded and a copy of the legislation is available on request.

The news so far – Councillor Dave Neave (myself) and Councillor Wayne Botting have left the Conservative Group, although we will remain as Councillors in Peacehaven, representing our residents as independent Councillors.

Councillor Lynda Hallett has resigned from the Town as a West Ward Councillor and as such a Casual Vacancy has been advertised, information is available from the Elections Office at Lewes District Council.

I would like to personally thank Lynda for the 15 years of hard work she has provided on behalf of residents in the town. It is a great honour to have worked alongside her and to have been part of the many decisions she

Signed:

141

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



**LA213 CHAIR ANNOUNCEMENTS continued**

has proposed, supporting her residents in West Ward. I am sure other Councillors on this Committee will join me in thanking Lynda and wishing her well in the future.

Update for residents on the new Cycle Hub – a consultation is being held at The Meridian Centre on Thursday 23<sup>rd</sup> February, which will involve competitions to brand and design a logo for the facility at Centenary Park. Peacehaven Council are very excited about this as it will be an amazing facility many years in the planning. We hope residents of all ages, abilities and disabilities are able to join us to give us their feedback.

We will now move forward to Public Questions.

**Debate:-**

C Lacey informed Members that Lewes District Council (LDC) had set funds aside from the Big Park Project to support the new cycle hub and that there are a variety of bikes for hire, the tourist map and cycle routes for Peacehaven will also be reviewed and there will be collaboration with local schools with regards to cycling proficiency

**LA214 PUBLIC QUESTION TIME**

**Alan Sargent – West Ward (Chair of Residents Association**

The resident read the following:-

Is it correct that Cllr. Loraine has become an independent Member?

*C Lacey informed the resident that Council are not in receipt of that information*

Minutes of meeting held on 7<sup>th</sup> November 2017 – Public Questions

Eco Toilet – has this item now been purchased and installed as there is no mention under agenda item 6?

*C Lacey informed the resident that the eco toilet has not been purchased yet*

LA181 – I have yet to receive confirmation as to what was said by reviewing the recording of the meeting on the 5<sup>th</sup> September 2017, this was recorded as an action.

Agenda Item 6 – Disabled Parking at The Dell

May I propose that we stop wasting time and money on this and move the disabled swing to Centenary Park where there is adequate hardstand for disabled unloading and loading?

Agenda Item 8 - Aerator

If the money is available and ring-fenced in the Centenary Park budget then the Council should go along with the Ground Staff recommendation, if not it should be deferred until the 2018-19 budget

Signed:

142

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



Agenda Item 9 – Notice Board

Miss L Hallett has cancelled this agreement.

Agenda Item 11.6 – Proposal to Keep Peacehaven Tidy

Currently the town does not get value for money where street cleaning is paid for within the Council Tax. In addition there is also a current tendency for District, County and Unity Authorities to off load the service without a reduction in Council Tax. Therefore the following questions should be asked at LDC, what proportion of cost does Peacehaven pay annually? In addition what services are provided and frequency of? For example, motorised sweeper, litter picking, gutter cleaning, gum removal and drain clearing. Perhaps consider purchasing own machine and an employee? The intent of volunteers is fine but after a short while the interest declines and the service falls short of intent followed by the complaints from the residents.

I have been approached by members with concerns about the increase in Council Tax as stated in the press by LDC and Police. Is it correct that the Peacehaven budget has been overspent by £171,899 or 43% and how will this affect the precept?

*Cllr. D Neave informed the resident that a written response will be sent however the Locum RFO will provide a response now with regards to the budget query*

*L Steele informed the resident and Members that the budget papers Mr. Sargent is in receipt of are the same as those tabled at the Policy & Finance meeting in November 2017 and that the projected overspend mentioned has increased, financial reports will be issued this week along with a proposal to balance the budget however there is an urgent matter pending which, if agreed at Full Council, will increase the over-run still further*

A Sargent queried if there were funds in reserve to cover the over-run?

*L Steele confirmed that there are reserves available and an analysis of the financial position will be an agenda item at the Council Precept meeting on 23<sup>rd</sup> January*

#### **Rob Chalk – North Ward**

The resident thanked the Council for the new equipment installed at Jubilee Gym this past year however the resident noted that the ground is very wet and suggested bark be placed on the surface (if this is a suitable medium to solve the problem)

*C Lacey informed the resident that a further repair was required on one piece of equipment and noted that the wet surface is being monitored however bark would not solve the problem in this instance*

#### **David Seabrook – West Ward**

The resident informed Members of his proposal to keep Peacehaven tidy

*Cllr. D Neave requested the resident participate in the discussion during Agenda Item 11.6*

Signed:

143

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



**Sue Griffiths – North Ward**

The resident had submitted the following written question:-

Agenda Item 11.4

When tree surgeons cut Council owned trees and shred them, would it be practical for them to leave the chipped wood and bark to be used in the town? The Council could use the product as a weed suppressor and soil improver or alternatively the Community Orchard would be able to use it. It seems strange to have a product taken away and then buy it back in.

*C Lacey informed Members that it is not advisable to use fresh chippings as they are full of nutrients which can harm plants*

**Peter Seed – West Ward**

The resident queried if Cllr. D Neave had inspected the roof at Community House as discussed at a previous meeting

*Cllr. D Neave confirmed he had inspected the roof and there are problems, although emergency repairs have been actioned, a large part of the roof needs replacing, various quotes have been received which vary considerably and therefore others are being sought, it is hoped this work can be completed in partnership with the Co-Op*

The resident requested an update with regards to premises for the Grounds Team as the current lease agreement is a drain on resources. The resident queried the use of The Hub as a wedding venue if it is also going to be accommodation for the Grounds Team and suggested speaking to LDC Planning for options

*Cllr. D Neave informed the resident that options for The Hub need investigating and require further discussion*

The resident queried CIL monies in relation to additional allotment space

*C Lacey informed the resident that Members had suggested additional allotment space at land located adjacent to 1 South Coast Road which is owned by the Council however this was not feasible, if an application for CIL monies is successful other options will be investigated*

The resident questioned the ownership of the land adjacent to 1 South Coast Road

*C Lacey informed the resident that ownership had been verified legally and it is owned by Peacehaven Town Council*

Signed:

144

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



**LA215 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Cllr. W Botting – noted (work commitments)  
Cllr. J Harrison-Hicks – noted (prior commitments) Cllr. J Farmiloe substituted  
Cllr. A Loraine – noted (family commitments)

**LA216 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

None

**LA217 TO APPROVE & SIGN THE NON CONFIDENTIAL MINUTES OF 7<sup>th</sup> November 2017**

Cllr. R Robertson proposed  
Cllr. R Coles seconded

**Approved**

**Debate:-**

Cllr. M Simmons requested that it be minuted that prior to the minutes silence on Remembrance Day; he had suggested moving participants to The Mall and had been verbally abused by a Council Member. Cllr. M Simmons advised Members that this was not the first time he had been verbally abused by a Member of Council and was prepared to take legal action if it occurs again

Cllr. R Robertson queried if Council had forwarded a cheque for £1,000 to the Horticultural Society

*C Lacey informed Members that a cheque will be sent next week*

Cllr. M Simmons queried if the location of the Horticultural Society shed at the allotments will leave other tenants in the shade

*C Lacey informed Members that all allotment holders had been consulted and that no issues had been raised*

Cllr. M Simmons noted that he is aware of one tenant who does have issues with the location of the Horticultural Society shed

*C Lacey requested the tenant contacts her*

**REPORTS**

**LA218 PROJECT/ACTION UPDATE**

**Noted**

**Debate:-**

Cllr. R Robertson raised the issue of disabled parking at The Dell and access to the inclusive swing

**Signed:**

145

**Date:** 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



**LA218 PROJECT/ACTION UPDATE continued**

*C Lacey informed Members that any proposal to relocate the inclusive swing, as suggested by the resident during Public Questions, would be brought to and debated by the Leisure & Amenities Committee*

Cllr. D Neave queried the delay in finalising the lease agreements

*C Lacey informed Members that due to illness the solicitor had not been able to action this*

Cllr. R Coles questioned the progress with regards to asking residents their opinion on having a town motto and flag

*C Lacey informed Members that previous minutes would need to be checked to confirm what has been agreed*

Cllr. D Neave requested an update on the installation of the new bins

*C Lacey informed Members that, due to wet weather, one concrete base had shrunk however the remaining bins are in situ*

Cllr. B Gosling notified Members that a pane of glass is missing from the Tudor Rose bus shelter

**Action: Replace missing glass at Tudor Rose bus shelter**

**LA219 PAST MAYOR'S NAME BOARD**

The Leisure & Amenities Committee **AGREE** to purchase a bespoke Past Mayors Board and for Councillors to investigate options and source quotes to be discussed at the next L&A meeting on 13<sup>th</sup> March 2018

Cllr. R Robertson proposed  
Cllr. J Farmiloe seconded

**Majority Agreed**

Cllr. M Simmons declared an interest

**Debate:-**

C Lacey endorsed that Cllr. M Simmons refrained from voting due to a potential conflict of interest

Members agreed the need to continue this tradition however the quote provided seemed excessive for a board constructed of MDF. Members questioned if funds were available to cover the cost

*L Steele confirmed a provision in the budget to cover the cost of the quote provided*

Members agreed that further quotes should be sought and Councillors would action this on behalf of the Council as they are aware of local carpenters who could provide this service for less than the quote provided

Signed:

146

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



**LA21 9 PAST MAYOR'S NAME BOARD continued**

**Action:** Forward photo and specification of Past Mayors Board to Councillors in order that Members can source quotes to be presented at the next L&A meeting on 13<sup>th</sup> March 2018

**LA22 0 SPORTS PARK AERATOR**

The Leisure & Amenities Committee **AGREE** to purchase a new aerator

Cllr. R Robertson proposed

Cllr. M Simmons seconded

**Agreed**

The Leisure & Amenities Committee **AGREE** to accept the quotation from Lister Wilder costing £4,000

Cllr. R Robertson proposed

Cllr. M Simmons seconded

**Agreed**

**Debate:-**

L Steele confirmed there are funds available in the Big Park Project Reserve

**Cllr. D Neave suspended Standing Orders**

K Bray – Head Grounds man (present in the audience) informed Members that the current piece of equipment had lasted 25 years and there is a need to keep the air in the ground moving during the winter months, the preferred option will not be hindered by flints buried underground which is a common problem at this location.

**Cllr. D Neave re-instated Standing Orders**

**LA221 PROMENADE NOTICE BOARD**

Agenda Item withdrawn following information received from Mr. A Sargent during Public Questions

**Debate:-**

Members agreed that there is a need for a notice board to be located on The Promenade and that The Dell would be the most suitable site being as Peacehaven Town Council own the land

**Action:** Investigate options for a notice board on The Promenade

Signed:

147

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18



## LA222 DONATED MEMORIAL ITEMS POLICY

The Leisure & Amenities Committee **AGREE** to form a Working Group to decide which memorial items will be approved by Council (reference 2.1 of the Donated Memorial Items Policy) after which the Policy will return to the Leisure & Amenities Committee for approval

The Working Group will consist of:-

- Cllr. J Farmiloe
- Cllr. R Robertson
- Cllr. M Simmons

Cllr. R Coles proposed  
Cllr. R Robertson seconded

**Agreed**

**Debate:-**

Members raised concerns that the policy did not clarify which memorial items are deemed acceptable and noted there is a difference between memorial items and remembrance items

*C Lacey informed Members that some memorial benches in the town had suffered as a result of vandalism and it is customary for Council to repair or replace when this occurs*

**Action: Working Group (JF, RR & MS) to decide which memorial items are acceptable (2.1 of policy)**

## LA223 INFORMATION TO NOTE

**Noted**

**Debate:-**

Cllr. R Coles noted, with reference to 11.5, that dog walkers should not be alienated

Cllr. R Maskell, with reference to 11.1, informed Members that LDC own land in Peacehaven which may be suitable for additional allotments

C Lacey provided further information with regards to 11.4 and informed Members of work due to be completed on PTC trees. A map of the trees that Council are responsible for is available and will be forwarded to Councillors

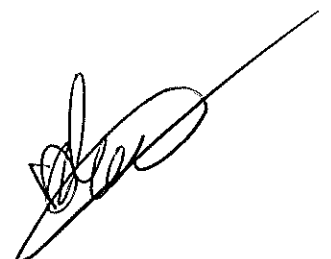
**Cllr. D Neave suspended Standing Orders**

Signed:

148

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18





**LA223 INFORMATION TO NOTE continued**

**11.6 – Proposal to Keep Peacehaven Tidy**

D Seabrook spoke in favour of keeping Peacehaven tidy noting this is the time to take action following programs such as Blue Planet and informed Members of national initiatives and events that could be used to target certain areas in the town. The resident highlighted the lack of resources available via LDC, hence the volunteer programme for the 'clean street' initiative.

*C Lacey informed the resident that Council can publicise any initiatives to keep Peacehaven tidy via its social media platforms and that it may be possible to obtain any supplies required, bin bags for example, in partnership with LDC*

A Sargent highlighted the need for volunteers to be trained in health and safety and that they should be provided with suitable protective clothing and high-vis jackets

Cllr. D Neave enquired if Mr. Sargent, as Chair of the Residents Association, would be available to assist with this initiative

A Sargent agreed to the request

D Seabrook informed Members that a health and safety training course is available via Brighton & Hove City Council

Cllr. D Neave suggested a budget is sought to assist with any costs involved

Members were informed of The Great British Spring Clean event taking place between 2<sup>nd</sup> and 4<sup>th</sup> March 2018

Cllr. D Neave re-instated Standing Orders

**NEXT MEETING**

**LA224 TO CONFIRM DATE OF NEXT MEETING – Tuesday 13<sup>th</sup> March 2018 at 7:30pm**

Noted

**THE MEETING ENDED AT 9:00pm**

Signed:

149

Date: 6<sup>th</sup> March 2018

Leisure & Amenities Minutes 16/01/18

