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Minutes of the meeting of the Leisure, Amenities & Environment Committee held in Community House, Meridian Centre at 7.30pm on Tuesday 17th March 2020

Present: Cllr S Griffiths (Chair of Committee), Cllr E Simmons, Cllr C Cheta, Cllr L Mills, Cllr D Seabrook, Cllr G Hill, Cllr C Gallagher, Cllr I Sharkey, Cllr D Paul, Cllr L Symonds.

In Attendance: Kevin Bray Parks Officer, Tony Allen Town Clerk, Victoria Onis Admin Officer,

GENERAL BUSINESS

1 LA 401 CHAIR ANNOUNCEMENTS

The Chair welcomed everyone to the meeting and read out the housekeeping and safety notices.

The Chair congratulated the football club for reaching the RUR Cup final for second year running.

The volunteer's community garden event was a success and hoping to hold an orchard volunteer event on Saturday.

The chair attended a hand over of some bicycles from PCS school to Sustrans.

2 LA 402 PUBLIC QUESTION TIME

No members of the public were in attendance.

3 LA 403 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

All committee members were present.

4 LA 404 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interests made.

5 LA 405 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 21st January 2019

Adoption of the minutes were proposed by Cllr Simmons, seconded by Cllr Sharkey and agreed as a true record.

All agreed

Minutes of the meeting of the Leisure, Amenities & Environment Committee - 17th March 2020

6 LA 406 FINANCE UPDATE

Cllr Gallagher mentioned that the document seemed to be incomplete and layout not as easy to understand as the previous updates. The Town Clerk commented that the Finance Officer will be happy to go through the Finance documents, at any time with Committee members.

7 LA 407 DDA PATHWAY REPORT

The Parks Officer's report was noted and discussed.

It was resolved to resurface the whole length of the bridle path down to the Café to be put to the CIL Working party. Supplementary measures to address issues with the existing pathway to be investigated. An Engineer's survey to be carried out, up to a cost of up to £2K, funded from CIL monies.

Project and costs to be put to the CIL working party.

Proposed Cllr Gallagher

Seconded Cllr Seabrook

All in favour.

8 LA 408 FLINT WAY PATH REPORT

The Parks Officer's report was noted and discussed.

It was resolved to construct a new footpath from Flint Way to Centenary Park and Sussex Driveways was selected from the quotes obtained. Contractor to be Sussex Driveways up to a cost of up to £3K to be funded from CIL/S.106 monies.

Project and costs to be put to the CIL working party.

Proposed Cllr Gallagher

Seconder Cllr Hill

All in favour.

9 LA 409 CENTENARY PARK SAND

The Parks Officer's report was noted and discussed.

The importance of not allowing Centenary Park to deteriorate was agreed and it was resolved that the Grounds Officer obtain more quotes for rubber mulch surfaces and costs. Can be financed by £24K from S106 monies.

Proposed Cllr Paul

Minutes of the meeting of the Leisure, Amenities & Environment Committee - 17th March 2020

Seconded Cllr Symonds

All in agreement

10 LA 410 FOOTBALL PITCH REPORT

The Parks Officer's report was noted and discussed.

It was discussed and resolved to repair the two pitches/carry out the recommended works for this year and monitor, with no commitments for next year. It was noted that S.106 monies (using S106 from the Centenary Park £20K per year allocated fund) or CIL monies can be used to offset the costs of this work. Estimated at a cost of £9950.

Proposed Cllr Paul

Seconded Cllr Simmonds

All in agreement

11 LA 411 DELL PLAYGROUND UPDATE

The Parks Officer's report was noted and discussed, with safety concerns noted, regarding path and gate opening on to A259. The potential use of S.106/CIL monies was noted and will be discussed further following the required surveys.

Possible funding from CIL monies or from the S106 (Sainsbury's) fund of £48K administered by Chris Bibb.

Project and costs to be put to the CIL working party if necessary.

12 LA 412 SWING SEAT REPLACEMENT

The Parks Officer's report was noted and discussed.

It was resolved to purchase a new nest swing seat for the playground at Firle Road and Onlineplaygrounds LTD was selected from the quotes obtained. It was noted that funding for this will come from the new 2020/21 budget.

To be paid from 2020/2021 playground equipment budget Estimated cost £1156.

Proposed Cllr Seabrook

Seconded Cllr Paul

Agreed by Majority.

13 LA 413 CAFÉ SINK REPORT

The Parks Officer's report was noted and discussed.

It was resolved to replace the sink and units at the Gateway Café like-for-like and to consult with the lease holder with regards payment by them for any extra attachments/fittings if required (PTC to pay up to £120 towards this).

Selected company is Catercraft Supplies Ltd at a cost of £2181 plus mixer taps; total cost up to £2500. To be funded from the 2020/21 Gateway Café budget

Proposed Cllr Paul

Seconded Cllr Seabrook

All in agreement

14 LA 414 BOWLS CLUB LETTER REPORT

The Parks Officer's report was noted and discussed.

It was resolved to not allow to the felling of a healthy Oak tree and also not to allow the Committee to put a gate in the fence opening out on to the entrance road; this is due to safety and proposed future pathway reconstruction.

Proposed Gallagher

Seconded Cllr Paul

All in agreement

15 LA 415 TREE PLANTING REQUEST REPORT

The Parks Officer's report was noted and discussed.

It was resolved to refuse permission for tree planting in this area in Foxhill. The trees would need to grow significantly in order to disperse road noise, which then could lead to complaints of causing shade and overhanging branches in the future. There are also a number of drains in this area and the roots in the future may affect underground services.

Proposed Cllr Hill

Seconded Cllr Cheta

All in agreement

16 LA 416 SEWAGE PUMPS

The Parks Officer's report was noted and discussed.

It was resolved to replace the pumps like for like and the parks officer to look for two more quotes. It was noted that S.106/CIL monies can be used for this purpose.

Proposed Cllr Gallagher

Seconded Cllr Paul

All in agreement

17 LA 417 CHIPPER REPORT

The Parks Officer's report was noted and discussed.

Alternative disposal methods for Green Waste were discussed and it was noted that the BioGen facility at Newhaven no longer available to PTC.; next nearest facility is in Isfield.

It was proposed that the Parks Officer will obtain quotes for Chippers and provide a further report detailing the benefits of various options, including costings and environmental impacts, to be brought to next Committee.

Proposed Cllr Gallagher

Seconded Cllr Paul

All in Agreement

18 LA 418 THE DELL CIL BID / PROJECT UPDATE

Cllr Griffith's report was noted and discussed.

It was agreed that the Town Clerk will write a letter to the nearby residents to canvass them regarding the proposed project of wildflower planting. Before sending the letter, it was asked that the Town Clerk sends the draft to the Committee Chairman to confirm content.

19 LA 419 COMMUNITY NOTICE BOARD AT THE DELL

Cllr Griffith's report was noted and discussed.

Cllr Gallagher noted that the Community notice board was not agreed at the last Committee meeting, only the interpretation board agreed. Also, she felt that this new proposal for a free-standing Community Board is not in the right position to be seen.

Cllr Gallagher suggested that a future plan for the Dell needed more consideration and an alternative plan involving more consultation needs to be put forward.

Minutes of the meeting of the Leisure, Amenities & Environment Committee - 17th March 2020

It was resolved that this item needs more investigation and benefits of its use given and to be put to the signage working party.

Proposed Cllr Cheta

Seconded Cllr Paul

All in agreement

20 LA 420 BANNER BOARD AT THE DELL

The Marketing Assistant's report was noted It was resolved to refuse a new banner board being positioned at the Dell.

Cllr Mills noted that, at the Committee's meeting on the 23rd January 2020, it has already been resolved not to have an additional banner board at The Dell and to look for other suitable locations.

Proposed Cllr Mills

Seconded Cllr Seabrook

Agreed by majority (3 abstained)

21 LA 421 HUB WORKING PARTY UPDATE

The Parks Officer's report was noted and discussed.

22 LA 422 HUB WORKING PARTY TERMS OF REFERENCE

Cllr Griffith's report was noted and discussed.

It was resolved to adopt the Terms of Reference with the proviso that, in view of the overlap, Item 2 on is changed to reflect the need for this WP to liaise with and report to the Business Plan Committee and the Neighbourhood Development Plan Steering Group.

Proposed Cllr Paul

Seconded Cllr Sharkey

Agreed by majority (2 abstained)

23 LA 423 PROJECT LIST FOR PRIORITISING

The Parks Officer's report was noted and discussed.

It was resolved to prioritize the following items. Parks Officer to be responsible for allocating priorities for future meetings of the Committee and put to the CIL working party:-

- g) Increase the height of wire fence attached to the wooden play area fences to stop dogs entering the areas, for completion before Easter.
- m) Outside toilet upgrade (to solve blocking issue)
- n) Renewing the sewage pumps (obtain quotes)

Proposed Cllr Gallagher

Seconded Cllr Sharkey

All in Agreement

24 LA 424 STAFF UPDATE REPORT

The Parks Officer's report was noted and discussed.

It was noted that a New Grounds Team member is starting on 1st April.

25 LA 425 PROJECT UPDATE

The Parks Officer's report was noted and discussed.

It was proposed to leave the MUGA court open for a trial period of a 1 month

Proposed Cllr Gallagher

Seconded Cllr Mills

All in agreement

26 LA 426 WORKS UPDATE

The Parks Officer's report was noted and discussed.

27 LA 427 TO CONFIRM DATE OF NEXT MEETING AS THE 5th May 2020

There being no further business, the meeting closed at 9.10pm