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## **PEACEHAVEN TOWN COUNCIL**

TOWN COUNCIL OFFICE  
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BN10 8BB

Minutes of the meeting of the Leisure, Amenities & Environment Committee held in Community House, Meridian Centre at 7.30pm on Tuesday 17<sup>th</sup> 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 21<sup>st</sup> January 2019**

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

All agreed



**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 can be used to offset the costs of this work.

**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. The potential use of S.106/CIL monies was noted and will be discussed further following the required surveys.

**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.

**Proposed** Cllr Seabrook

**Seconded** Cllr 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 Café like-for-like and to consult with the lease holder with regards payment by them for any extra attachments/fittings if required.

**Proposed** Cllr Paul

**Seconded** Cllr Seabrook

All in agreement



## Minutes of the meeting of the Leisure, Amenities & Environment Committee - 17<sup>th</sup> March 2020

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 for the Dell needed more consideration and an alternative plan involving more consultation needs to be put forward.

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 discussed and noted It was resolved to refuse a new banner board being positioned at the Dell

**Proposed** Cllr Mills

**Seconded** Cllr Seabrook

Agreed by majority (3 abstained)



**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 5<sup>th</sup> May 2020**

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





Agenda Item: LA433

Committee: Leisure, Amenities and environment

Date: 12<sup>th</sup> May 2020

Title: Resident request for tree planting

Report Author: Kevin Bray

Purpose of Report: To comment and note and decide

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**Summary of recommended actions**

1. A resident has requested that more trees are planted around the town in grass verges to enhance the area.
2. To decide to try and set up a volunteer tree planting group.

**Introduction**

We received an email request from a resident asking that we plant more trees, especially in the grass verges around the town

**Background**

PTC have planted many trees in the last year but only at Centenary park, also the allotment volunteers have planted many small whip trees in the last year.

We have not planted many trees in the verges around the town due to underground services and problems with maintaining the trees in the future.

**Analysis**

As Telscombe TC has found getting permission from ESCC for trees in verges is very hard, we could try to set up a volunteer based tree planting scheme in our parks where trees are looked after and watered by the volunteer group for the first couple of years after planting to help them establish.

**Implications**

The Town Council has a duty to consider the following implications:

<b><u>Financial</u></b>	There are many schemes offering help with tree planting but bigger trees may need to be purchased by PTC, there could be future costs to PTC for maintenance but this is years away.
<b><u>Legal</u></b>	
<b><u>Environmental and sustainability</u></b>	Planting is good for the environment
<b><u>Crime and disorder</u></b>	

Appendices/Background papers

Copy of the original email

Dear Council,

A friend of mine just received the following email from Telscombe Council and I am enquiring as to if we could adopt a similar scheme here in Peacehaven please? This area really does need more street trees! I appreciate that we cannot do anything whilst we are in the middle of this crisis, but long term I feel that it would be a very worthwhile community project. Could you please kindly email me back and advise accordingly.

A previous Councillor and Mayor of Telscombe Town Council initiated works for a tree planting scheme within a small area in 2017. We wrote to residents in three roads to gauge interest in a tree being planted in the grass verge outside their property with a commitment to water it regularly within the first 5 years, before being taken over by East Sussex County Council as a Highway Asset. We received interest from many residents but unfortunately could not provide trees in all verges due to underground services.

Finally in December last year, 6 trees were planted which were bought from Paradise Park Garden Centre. EH Treecare kindly planted the trees free of charge. Our thanks go to East Sussex County Council, Paradise Park and EH Treecare for their support in this project.

We hope to provide a similar scheme to our residents in Telscombe Cliffs and East Saltdean. If you are interested in participating for 2021/22, please email

Agenda Item: LA434

Committee: Leisure, Amenities and Environment

Date: 12<sup>th</sup> May 2020

Title: Managing Peacehaven Town Council Open Spaces

Report Author: Cllr Cathy Gallagher Chair Steering Group Peacehaven and Telscombe Neighbourhood Development Plan

Purpose of Report: To discuss, support and recruit volunteers to help with the plan

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#### Summary of recommended actions

- The NDP Steering Group volunteers seek support from this Committee by agreeing the Recommendations.
- More volunteers required to research and write plans.

#### To formulate management plans for

1. Peacehaven open land South of A259
2. Centenary Park and Piddinghoe Car Park (LDC owned)
3. Open Green spaces north of A259

#### Introduction

Peacehaven Town has developed piecemeal in the 20<sup>th</sup> and 21<sup>st</sup> Centuries.

Without a Neighbourhood Development Plan in place Planning Policies to be followed are those made by Lewes District Council (LDC), the Planning Authority and Central Government through the National Planning Policy Framework Document. (NPPFD)

Peacehaven Town has several saved planning policies which are in place but will be replaced by policies in the NDP

Local Greenspaces, valued land, buildings and views need to be designated and

Protected through the NDP

#### **Background--- Setting**

Peacehaven Town is within The LIVING COAST from Brighton Marina to Newhaven and is part of the UNESCO Designated Biosphere. The South Downs National Park (SDNP) surrounds Peacehaven Town to the north, West and East. Zone

The Chalk Cliffs and parts of the Cliff Tops are Sites of Special Scientific Interest (SSSI) part of the seabed is a Marine Conservation Zone chalk reef.



## **Agenda Item: LA434**

These areas have the highest level of protection and any changes need to be notified to LDC Biodiversity / Ecology (Kim Dawson) and ESCC Environment and Planning (Dr Kate Cole)

Unique conditions for flora and fauna exist, the soil and vegetation are greatly affected by the saline (salty) conditions and prevailing North East Winds.

### **Background –urban planning**

In recent years residential development of 1300 plus new homes by 2030 has begun and has brought Community Investment Levy (CIL) and S106 monies from the Developers to compensate for any adverse effects and improve facilities for residents

Peacehaven Town has changed and has the opportunity to plan and consult on future change.

To achieve protection through the NDP a case must be made for each space

Showing public benefit and how they fulfil one or call of the following criteria:

Beauty

Tranquillity

Wildlife

Historical Value

Recreation

Play and Sports areas need to be identified and a capital investment and on-going maintenance plan identified

### **Actions**

Research to produce a paper for the NDP has been taking place with expert guidance from Dr Maureen Berg a resident of Telscombe Town

Dr Berg is Principal Lecturer in Plant Ecology at the University of Brighton

A plant ecologist with specific interests in plant-plant interactions at the community and population level and an expert in hermit crabs.

As the NDP is community including Town Council led, a survey of public opinion on usage and value to the community needs to be undertaken and to implement findings and plans Town Council supported gained

Present volunteers

Cathy Gallagher, Dawn Paul, Lyn Mills, and Peter Seed.

[thelivingcoast.org.uk](http://thelivingcoast.org.uk)

### **Implications**

**Agenda Item: LA434**

The Town Council has a duty to consider the following implications:

<b><u>Financial</u></b>	
<b><u>Legal</u></b>	PTC has a duty to manage areas within environmental and Land laws ESCC lead Authority
<b><u>Environmental and sustainability</u></b>	problem parts of PTC.
<b><u>Crime and disorder</u></b>	Anti-Social Behaviour alleviated by Leisure facilities
<b><u>Climate</u></b>	Plans in line with Climate Emergency Guidelines



Agenda Item: LA335

Committee: Leisure, Amenities and Environment

Date: 12<sup>th</sup> May 2020

Title: DDA compliant allotments

Report Author: Kevin Bray

Purpose of Report: to discuss

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**Summary of recommended actions**

1. To discuss this subject and provide a way forward for PTC to focus on.

**Introduction**

PTC had an enquiry from the doctor's surgery last year regarding whether we had any DDA compliant allotment plots in Peacehaven, we do not. The Town Clerk investigated this and concluded PTC would only have to have DDA access if creating new allotments.

**Background**

PTC currently have an allotment site in Cornwall avenue which consists of approximately 80 allotment plots, these are not full size plots, to accommodate the many applications over the years PTC has shrunk the sizes down to fit more people on the current site.

**Analysis**

Cornwall avenue is an unadopted road and is a rough stone surface, the entrance is through a field gate and inside the allotments there is a rough single track suitable for one car to enter, none of these areas are suitable for wheelchair access.

It has been suggested in the past that PTC should look to compulsory purchase the land next to the allotment, but this has never been pursued.

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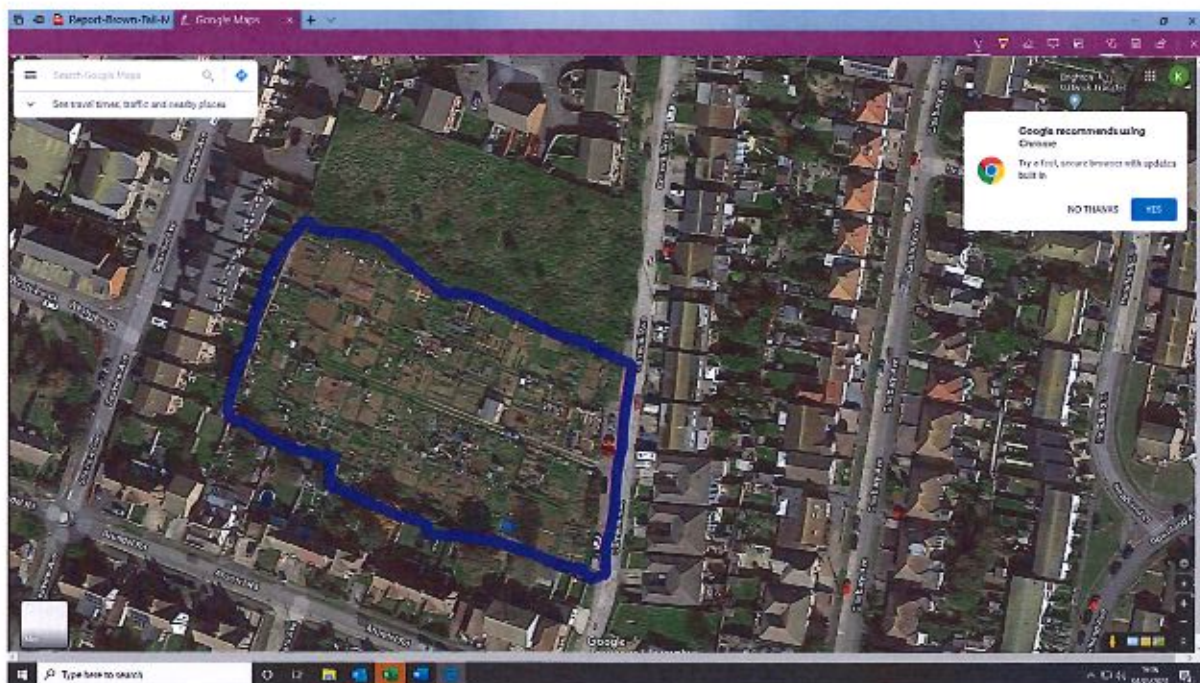


## Implications

The Town Council has a duty to consider the following implications:

<u>Financial</u>	The cost of providing DDA allotments could be a significant amount of money, current rental paid for an allotment is £30 for a big plot and £20 for a small plot, this just about covers the cost of the water used.
<u>Legal</u>	We would only be expected to have DDA allotments and pathways if we were creating new allotments.
<u>Environmental and sustainability</u>	
<u>Crime and disorder</u>	
<u>Climate</u>	

## Appendices/Background papers





**Agenda Item:** LA336

**Committee:** Leisure, Amenities and Environment

**Date:** 12<sup>th</sup> May 2020

**Title:** Brown Tail Moth Caterpillars

**Report Author:** David Seabrook

**Purpose of Report:** To determine policy

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### Summary of recommended actions

1. To determine what action, Peacehaven Town Council should take to control outbreaks of Brown Tail Moth Caterpillars:
2. To engage a contractor to spray the caterpillars with either inorganic pesticide or natural biological controls.
3. To remove the tents of these moths next winter by pruning and disposing to prevent outbreaks next year.

### Introduction

A resident of Montreal Close has complained about an outbreak of Brown Tail Moth Caterpillars and has requested that Peacehaven Town Council take action to control them as they are breeding on bushes owned and managed by the Council.

### Background

Brown tail moth caterpillars emerge about this time of the year. They will have been over-wintering in the silken 'tents' that you can see on some of the bushes.

The caterpillar is brown with red and white markings and is very hairy. The hairs provide the moth with protection throughout their lifecycle.

The hairs break off as barbs and on contact with skin can cause rashes, skin irritation, headaches and breathing difficulties.

After accidental contact you should wash your hands in soapy water. If you touch your eyes after contact with a caterpillar you should rinse your eyes with an eyewash and seek medical advice if symptoms persist.



### Analysis

The tents from which these particular caterpillars have emerged are on hawthorn bushes which are the responsibility of Peacehaven Town Council.

There are several other sites on this estate that are also infested and they are very common in the adjacent Centenary Park. Many have not hatched yet so we can expect many thousands more. Each tent can contain 2000 caterpillars! They are not easy to see in the grass but within a few minutes they had climbed all over my bike. They will do the same to childrens' toys. There are many children on this estate and due to the layout most only have a front garden which is unfenced where children play on the grass. Children are also fascinated by caterpillars, so an educational programme is essential to prevent harm. There is a high probability that children will come into contact with these caterpillars and they can cause a serious rash if touched. It is also possible to breathe in the hairs as they break off easily with serious consequences for sufferers of asthma.

There are two options for treatment:

**In Winter**, we can remove and dispose of the tents where they hibernate. Which Kevin has already put in the winter work diary. We need to investigate current disposal regulations.

**In Spring** we can spray them. There are several products available that are not inorganic pesticides that can be used. I would strongly advise against using synthetic pyrethroids as they can be absorbed through the skin and could cause problems for small children. We would have to isolate the treated areas for a few weeks. These chemicals are neurotoxins and are mainly harmless (meaning not completely safe) to humans but they are dangerous to aquatic life and bees.

Natural biological controls are preferred: Dipel DF and BT Caterpillar killer are ideal as they are harmless to humans, birds, earthworms, bees etc. and are ingested by the caterpillars. They take a few days to work as you spray the bushes and the caterpillars need to ingest the bacteria. BT or *Bacillus thuringiensis* is a natural occurring, soil-borne bacteria that has been used since the 1950s for natural insect control. It consists of a spore, which gives it persistence, and a protein crystal within the spore, which is toxic to the caterpillars.

Due the close proximity of small children and the potential for tens of thousands of these caterpillars to arrive in the next couple weeks we need to consider whether the Council has a duty of care and should take urgent action.

We will need to a qualified spraying contractor who will use these natural biological controls. Given Covid19 restrictions that is proving difficult. We should also inform nearby residents of what we are doing.

Posters warning the public of the caterpillars have already been posted. The caterpillars will eventually move on when their food has been exhausted. When the affected shrubs are stripped of leaves.

The current policy of Lewes District Council is to take no action.

**Implications**

The Town Council has a duty to consider the following implications:

<b>Financial</b>	Significant cost to spray. £800
<b>Legal</b>	Are we responsible for the effects of these caterpillars when touched by people? Are warning signs sufficient?
<b>Environmental and sustainability</b>	Spraying with Inorganic pesticides will impact on other wildlife. These caterpillars are a part of the biodiversity of the area. Suitable less damaging organic controls are available.
<b>Crime and disorder</b>	n/a
<b>Climate</b>	n/a



# ATTENTION

## BROWN-TAIL MOTH CATERPILLARS



It's the time of year for the Brown-Tail Moth caterpillars to appear. They have been over-wintering in the silken 'tents' that you can see on some of the bushes.



The caterpillar is brown with red and white markings and is very hairy. The hairs provide the moth with protection throughout their lifecycle.



The hairs break off as barbs and on contact with skin can cause rashes, skin irritation, headaches and breathing difficulties.

After accidental contact you should wash your hands in soapy water. If you touch your eyes after contact with a caterpillar you should rinse your eyes with an eyewash and seek medical advice if symptoms persist.

**PLEASE AVOID CONTACT WITH THESE CATERPILLARS**

Agenda Item: LA337

Committee: Leisure Amenities and Environment

Date: 12<sup>th</sup> May 2020

Title: works update

Report Author: Kevin Bray

Purpose of Report: to note

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**Summary of recommended actions**

1. To note

**Introduction**

The current situation regarding the Groundstaff and the coronavirus is that two members of staff either have been instructed to stay at home or live with a vulnerable person. The two remaining members of staff have been trying to carry out all essential works when they can do so safely, these include keeping the bins around the parks from overflowing and maintaining the amenities as well as possible. Also, the handyman has been painting in the hub building when not able to work outside.

It was decided to postpone employing the new person until the lockdown has eased off, they will start once we get the go ahead to resume working.

As the clubs using the sports facilities are closed until further notice we have been able to maintain these areas to a lesser degree which has saved them money, we have however still had to carry out end of season works on all the football pitches to prepare them for next season.

**Analysis**

Work has continued under the mostly remote supervision of the parks officer my thanks goes out to Tom and Andy who have been working during the lockdown.

We will be waiting for the clubs to update us when they are hoping to return to using the facilities again.

You can see on the project updates quite a few of them are delayed due to the coronavirus.

**Implications**

The Town Council has a duty to consider the following implications:

<b><u>Financial</u></b>	Less fuel etc in use will save some money not only for PTC but also the clubs who rely on our Groundstaff.
<b><u>Legal</u></b>	PPE has been supplied

Agenda Item: LA337

<u>Environmental and sustainability</u>	
<u>Crime and disorder</u>	
<u>Climate</u>	

Appendices/Background papers

# Leisure, Amenities and Environment Committee – Project updates

\*Please note the coronavirus has delayed most projects\*

Month May 2020

Project	Date of agreement/ start date	Latest update on progress (monthly)	Key deadlines/ target completion dates	Date(s) of past reports and next report to Committee	Responsible lead officer and lead member for project	Costs and method of funding	Comments/ exceptions and delays and further information
<b>DDA pathway</b>	2019	Awaiting funding from CIL directions committee		Report on this agenda	K Bray	CIL	Specification needs to be written so we can obtain 3 quotes
<b>Lease/licences</b>	September 2019	H.O.T. form has been filled out ready to be sent to LDC solicitors	Spring 2020	Policy and finance	Town clerk		Policy committee want zero cost to the council.



# Agenda Item LA338

Hub	2019	Painting and gutter works to be carried out by the Handyman. New blinds have been fitted		Working party	K Bray	In budget	
Dell playground	Sept 2019	£48K from 106 to be spent on inclusive play equipment and infrastructure		Report on this agenda	K Bray	106 contributions	Delayed by coronavirus
Dell wildflower project		To create a wildflower area in the Dell.		Report on this agenda	Cllr Griffiths	CIL	
Over-flow parking at the Centenary park	2019	Plans to be drawn up to gain permissions to cross the bridle path and erect gateways	2019		Kevin Bray	106 contributions	On the list for prioritising
Groundsman's new accommodation	Spring 2018	Mr Poppett has estimated the new shed will be ready in May 2020	16 <sup>th</sup> Jan 2019		Kevin Bray	L and A budget	Services are currently being connected to the building.
Dog fence around Centenary park playgrounds	March 2020	Delayed due to coronavirus effecting the manpower on the Groundstaff			Kevin Bray	106 funds	Will prioritise this when the staffing levels have returned to normal.
Sewage pump replacement	March 2020	To obtain other quotes (I have only found one company in			Kevin Bray	CIL/ 106 moneys	All companies I have contacted are only carrying



# Agenda Item LA338

		Sussex that will be quoting once the lockdown has ended)					out emergency works due to coronavirus
Purchasing replacement nest swing	March 2020	Delayed purchasing due to coronavirus			Kevin Bray	Playgro und budget	Due to social distancing these types of swing may need to be removed as they are designed to have many children use them at the same time.
Remedial works to the Centenary park football pitches	March 2020	To aerate and topdress the areas with sand			Kevin Bray	106 funds	Completed
CCTV at Centenary park	March 2020	Install new phone line was completed in March			Kevin Bray	budget	The CCTV has not been connected to the new broadband due to the virus by the contractor sats4u

