



# PEACEHAVEN TOWN COUNCIL

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## **Minutes of the meeting of the Leisure, Amenities & Environment Committee held over Zoom on Tuesday 3<sup>rd</sup> November 2020 at 7.30pm**

**Present:** Cllr S Griffiths (Chair of Committee), Cllr E Simmons (Vice-chair), Cllr L Mills, Cllr D Seabrook, Cllr C Gallagher, Cllr I Sharkey, Cllr Duhigg, Cllr R White, Kevin Bray (Parks Officer), Tony Allen (Town Clerk), Victoria Onis (Admin Officer).

Four members of the public were also present.

### **LA 475 CHAIRS ANNOUNCEMENTS**

The Chairman welcomed everyone to the meeting.

The Clerk reported on the impact of measures relating to the second Covid-19 lockdown.

### **LA 476 PUBLIC QUESTION TIME**

There were no questions from members of the public.

### **LA 477 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

It was resolved to approve apologies received from Cllr Hill and Cllr Paul and to approve their nominated substitutes for the meeting; Cllr Duhigg and Cllr White, respectively.

### **LA 478 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interests.

### **LA 479 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 15<sup>th</sup> SEPTEMBER 2020**

It was resolved to approve the minutes as a true record.

### **LA 480 A PRESENTATION BY LIDDY LEEDING, CYCLE TRAINING COORDINATOR, ESCC & JAMIE LLOYD, CYCLE HUB OFFICER, SUSTRANS**

The presentation covered the following:-

- Roles & responsibilities of ESCC & Sustrans representatives.
- Design and use of containers.
- Background information.
- Use of containers & site by various groups and as a community hub.
- Creation of a patio and defined boundary.
- Provision of an electricity supply to the containers.
- Requirements from the Town Council.
- Grants & projects.
- Impact on vehicle parking.

### **LA 481 CYCLE HUB PLAN REPORT**

The circulated plan and report were noted and discussed in detail.

It was resolved by majority (one abstention) to approve the following recommendations in principle, subject to agreeing the finer details in due course:-

- To build a 5M x 5M patio in front of the double doors of the 40 ft container
- To build a smaller hard standing at the south end of the 40ft container
- To build a pathway directly in front of both containers and running 60 feet from the North end of the 20 ft Container to the south end of the 40 ft.

- To remove the unused bike rack in the main car park and reinstall the bike racks around the perimeter of the cycle hub area
- To build and install oak sleeper planters, around the perimeter of the area

#### **LA 482 CYCLE HUB ELECTRICITY SUPPLY**

The Clerk reported on the need for a qualified electricians survey for the provision of a sound and secure electricity supply to the containers.

It was resolved that the electricity supply would be a spur from the Gateway Café supply, subject to agreeing the details, including an electrician's certificate, in due course.

*[Ms Leeding & Mr Lloyd left the meeting]*

#### **LA 483 PARKING AT CENTENARY PARK**

The Parks Officer's report was noted and discussed in detail.

Issues relating to security, design, impact on parking, pedestrian access & safety and trees in situ were discussed.

It was resolved by majority (one vote against) that the following recommendations should be adopted, subject to the production of a plan and agreeing to the finer details in due course:-

- To put a new fence and gate on the overflow car park to stop vehicle movements beyond the cycle hub containers.
- To recommend to the policy and finance committee to resurface the car park as a future project to be funded by CIL or 106 contributions

#### **LA 484 SPENDING PROGRAMME FOR 2021**

The Parks Officer's report was noted and discussed in detail.

Cllr Gallagher noted the relationship of the listed projects with finances & plans relating to other developing projects, timing constraints and Internal Business Plan considerations.

It was agreed to review the circulated list of projects and to notify the Clerk of other projects to be added to it.

#### **LA 485 VEHICLE AND EQUIPMENT REPORT**

Cllr Seabrook's report was noted and discussed.

Climate change impacts, battery technology and the need to replace the Peugeot van were discussed in detail

It was resolved by majority (two votes against) to recommend to the Policy & Finance Committee that these items should be funded from capital reserves, using carbon neutral/battery alternatives where possible, with the new vehicle acquired within a two-year period, and the other items being included in the draft budget for 2021/22:-

- Peugeot Partner Van with an Electric vehicle which could be either purchased or leased.
- Two Hand roller mowers which should have been replaced in 2018
- Hover Mower which should have been replaced in 2018
- Three Strimmers.

#### **LA 486 HOWARD PARK REPORT**

Cllr Seabrook's report was noted and discussed.

Cllr Gallagher noted the relationship with the Green Spaces management Plan.

It was resolved that a Working Party be formed to progress the recommendations contained in Cllr Seabrook's reports.

WP to comprise of Cllr Seabrook, Cllr Griffiths, Cllr Mills, Cllr Sharkey and the Parks Officer.

#### **LA 487 GREEN SPACES AUDIT PLAN**

Cllr Gallagher referred to the circulated reports, noting the need for the Working Party to move things forward so that recommendations can be put to Council.



Cllr Gallagher highlighted the methodologies employed, the purpose of Management Plans, the need for grants and improvements for each element of the Plan and the general impact on the new budget for 2021/22.

#### **LA 488 DELL DISABLED PARKING AND PATHWAY**

The Parks Officer's report was noted.

#### **LA 489 DELL RETAINING WALL**

The Parks Officer's report was noted and discussed in detail.

The Parks Officer highlighted the urgency for action, as the current wooden sleepers are rotten. More durable and eco-friendly materials were discussed.

It was resolved that the following recommendations should be adopted, subject to the agreement of materials to be used:-

- To recommend to the Policy & Finance Committee that the cost for the works to come from CIL money's held by PTC.
- Reducing the sand area by 4 meters to allow for extra equipment to be installed at a later date.

#### **LA 490 CAFÉ LIGHTS**

The Parks Officer's report was noted.

#### **LA 491 CAR BOOT SALES FOR 2021**

The Information Officer's report was noted and discussed in detail.

It was noted that the proposal related to the holding of boot sales at The Dell from April-October 2021, subject to the needs of bigger/regular events.

It was resolved that the following recommendations should be adopted, with boot sales held on a weekly hire basis:-

- To allow commercial hirers to use the Dell for car boot sales
- To allow the same commercial hirers, 31 weeks of the year for a boot sale on Saturdays from April to October, weather permitting.
- To reduce the charge from £150 to £70 per event.

#### **LA 492 OLD PATH RESURFACING AT CENTENARY PARK**

The Parks Officer's report was noted and discussed in detail.

It was resolved that this path should be resurfaced as part of the CIL DDA project.

#### **LA 493 PURCHASE FUNDING REPORT**

The Parks Officer's report was noted and discussed in detail.

It was resolved to recommend to the Policy & Finance Committee that a new shredder and new gates for the outdoor gym should be purchased from capital reserves.

#### **LA 494 HOWARD PARK STORAGE**

The Parks Officer's report was noted and discussed in detail.

It was noted that the Clerk is designing an Agreement for this purpose.

It was resolved to allow Southern Water to use this verge inside Howard Park for storage purposes, during works on the A259, for five days at a charge of £500, plus a deposit to cover any resultant damage; additional days if required to be charged at £100/day.

The Parks Officer noted the need for a temporary retaining wall to be put up by Southern Water to contain any sand/ballast.

#### **LA 495 FINANCE REPORT**

The Parks Officer's report was noted and discussed in detail.

It was noted that the repairs/maintenance of vehicles budget had now been spent and that any further such costs would have to be covered from another budget.

**LA 496 PROJECT UPDATE**

The Parks Officer's report was noted and discussed.

The Clerk reported on the new Lease & Agreement with PTFC; Clerk to chase for these documents to be finalised by the Solicitors.

**LA 497 WORKS UPDATES**

The Parks Officer's report was noted and discussed.

It was noted that one team member, currently on long-term sick leave is expected to return to work very soon.

**LA498 DATE OF NEXT MEETING AS THE 15<sup>TH</sup> DECEMBER 2020**

Noted.

*There being no further business, the meeting closed at 21:53.*