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PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of the Leisure, Amenities & Environment Committee held over Zoom on Tuesday 9th February 2021 at 7.30pm

Present: Cllr S Griffiths (Chair of Committee), Cllr L Duhigg, Cllr L Mills, Cllr D Seabrook, Cllr C Gallagher, Cllr I Sharkey, Cllr R White, Cllr G Hill, Cllr L Symonds, Cllr D Paul.
Kevin Bray (Parks Officer), Tony Allen (Town Clerk), Victoria Onis (Admin Officer).

LA 519 CHAIR ANNOUNCEMENTS

The Chairman welcomed everyone to the meeting.

LA 520 PUBLIC QUESTION TIME

There were no members of the public present.

LA 521 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies were accepted from Cllr E Simmons (Substituted by Cllr L Duhigg) and Michelle Edser (PTC SPO).

Cllr R White was invited to join the meeting.

LA 522 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr Duhigg as a member of the LDC CIL Board.

LA 523 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 15th DECEMBER 2020

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

LA 524 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT

The circulated report was received.

The Parks Officer reported that the tree works costs were not yet shown in the financial report.

Cllr Gallagher noted that the current budget for signage, and some other budgeted amounts, need to be considered for carrying forward into the new financial year.

LA 525 TO DISCUSS AND NOTE THE INTERNAL BUSINESS PLAN REPORT

Cllr Gallagher noted that the Plan was now a helpful document and provided useful information.

Cllr Seabrook asked that the Committee's allocated Business Plan items are only those that fall within its remit, e.g. not items relating to buses.

It was noted that the Business Development Plan Committee will review the structure and content of the Plan.

LA 526 PROJECT UPDATE

The circulated report was received. The following points were discussed:-

- The new shredder will arrive next week.
- The Licence for the Cycle Hub containers etc. is being discussed further at a meeting to be held on the 10th February 2021.
- PTFC Licences and deadlines.
- Dell playground development update.

LA 527 TREE SURVEY REPORT

The circulated report was received.

The Parks Officer reported on the tree survey, noting that only a few trees actually need removing; quotes are being sought for this work.

It was resolved that the Policy & Finance Committee would be asked to approve the company to undertake these tree removal works, so that they can be carried out before the nesting season (as the Committee itself does not meet again until the 23rd March 2021).

LA 528 PLAYGROUND ANNUAL INSPECTION REPORT

The circulated report was received.

The Parks Officer reported on the impending arrangements for the independent play area inspections.

It was noted that daily inspections, maintenance and Covid measures were continuing, despite the constant change in weather conditions.

LA 529 NHP GREENSPACES UPDATE

The circulated report was received.

Cllr Gallagher reported that the Green Spaces Report, relating specifically to Peacehaven, had been presented to the Council at its meeting in January 2021. It will be incorporated into the Neighbourhood Development Plan and needs to take into account Government planning policy and national standards.

It was noted that, at Town level, work on green spaces was continuing with volunteers and students from the University of Brighton.

LA 530 MANAGEMENT PLAN FOR AMENITY AREAS

The circulated report was received.

The Chairman queried the approach to the report, noting that strategic policies relate to the NDP, whereas the management of parks was the domain of the Committee and PTC staff. The Chairman pointed out that there are numerous considerations/questions that need to be considered initially, and that public consultation should be the first step.

Cllr Gallagher referred to a recent LDC open spaces report which showed that provision in Peacehaven was below average.

It was noted that the different green spaces had different characteristics and would need different solutions, with CIL or other grant funding also required.

Cllr Mills stated that she will carry out a public consultation for a dog agility area at Shepherds Down and will submit a paper at the Committee's next meeting.

It was resolved that:-

- The first step should be to conduct a survey of residents within a 10 minute walk of each of the three areas to ascertain what they want from their green spaces, to be carried out by PTC.
- The cost of having a professional accessibility report conducted should be obtained.
- The focus will be on the three areas in the report, i.e. The Oval, Epiney Park & Shepherds Down.
- The SPO will be asked to assess the case for an application for CIL funding for the improvements to these areas and for a professional survey to be conducted.

LA 531 VERBAL REPORT RE CIL/106 MONEY

The Clerk related the following report from the SPO:-

Delivering our CIL Bids (The Dell & Centenary Park)

SPO, PO & Council to work together to now deliver these:-

- **The Dell** – LDC have recommended that we pay for the items ourselves (all to be in accordance with the bid) and claim it back from LDC.
- A Grant Agreement is necessary for **Centenary Park** as it's a larger amount. PTC to finalise scheme, quotes, evidence agreements (such as planning permission, ESCC support)

- *We should apply for the grant agreement when we are ready for the funds. A pro-forma will be sent, it will take a week or so to draft.*

Thakeham Homes. Land North of 56 Keymer Avenue, Peacehaven - S106 Funds

- *Money held by ESCC for “schemes for mitigation measures in the local area to enhance existing junctions, local cycle/pedestrian and bus facilities and/or highways improvements” not specific in terms of measures.*
- *SPO has contacted ESSC to discuss PTC ideas.*
- *Reply 8-2-21 from Nicholas Mitchell (Principal Scheme Development Officer, Strategic Economic Infrastructure).*
*“The S106 funding has been allocated for construction of measures which are identified in the new A259 study between Brighton and Newhaven, which will commence this year, and **Peacehaven Town Council’s proposal can feed into the study.** I’m afraid that the Strategic Economic Infrastructure team is not in a position to take on the design/delivery of other projects at the moment when we have the Local Growth Fund programme to get delivered within a strict timeframe.”*
- *PTC need to lobby to get appropriate measures in the study, write in or ask for a meeting? Raise at SLR? (Cllr Seabrook is aware).*

It was resolved that the SPO should arrange a meeting with ESCC Officers so that PTC’s views and concerns can be put directly. To be followed up by the Planning & Highways Committee as appropriate.

LA 532 HOWARD PARK WORKING PARTY UPDATE

Cllr Seabrook reported that the WP had met recently and had also recently met on site. A copy of the WP’s meeting notes and latest action plan to follow.

Cllr Seabrook noted that a report of the WP’s recommendations for action will be put to the Committee’s next meeting.

LA 533 WORKS UPDATE

The circulated report was received.

Cllr Duhigg praised the Parks Officer and his team for their hard work in keeping the areas around the Town clean and tidy.

LA534 DATE OF NEXT MEETING

Confirmed as the 23rd March 2021.

There being no further business, the meeting closed at 20:49.

