



# **PEACEHAVEN TOWN COUNCIL**

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## **DRAFT Minutes of the meeting of the Leisure, Amenities & Environment Committee held over Zoom on Thursday 6th May 2021 at 7.30pm**

Present: Cllr S Griffiths (Chair of Committee), Cllr Symonds (Vice Chair), Cllr D Seabrook, Cllr I Sharkey, Cllr G Hill, Cllr W Veck, Cllr R White, Cllr Duhigg, Cllr J Harris.

Officers: Kevin Bray (Parks Officer), Victoria Onis (Admin Officer), Tony Allen (Clerk).

Pubic: Three members of public were present

### **1 LA 551 CHAIR ANNOUNCEMENT**

The Chair welcomed everyone to the meeting and made the following announcements: -

- 1) Work has started on replacing the Dell retaining wall and should be completed in two weeks.
- 2) Works will start on 10<sup>th</sup> May 2021 replacing the sand areas with rubber mulch and should be completed by the end of May.
- 3) Car boot sales have started in the Dell every Saturday morning.
- 4) The fun fair will be coming to town on the 17<sup>th</sup> of May with opening nights from the 20<sup>th</sup> to the 23<sup>rd</sup> of May.

### **2 LA 552 PUBLIC QUESTION TIME**

There were no public questions.

### **3 LA 553 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were accepted from Cllr Paul, Cllr Gallagher and Cllr Simmons. It was resolved that Cllr Duhigg would substitute for Cllr Simmons.

### **4 LA 554 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Seabrook as having a personal interest in the Forest School item LA561.

### **5 LA 555 TO ELECT A VICE CHAIRMAN OF THE COMMITTEE**

Cllr Symonds was elected as Vice Chairman of this Committee. This was Proposed by Cllr Duhigg and Seconded by Cllr Sharkey. All in favour.

### **6 LA 556 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 23<sup>RD</sup> MARCH 2021**

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

**7 LA 557 TO NOTE AND REVIEW THE COMMITTEES BUDGETARY REPORT**

The circulated report was received and it was noted that there were no issues at this early stage in the financial year.

**8 LA 558 TO DISCUSS AND NOTE THE INTERNAL BUSINESS PLAN REPORT**

Cllr Seabrook reported that the Council has a duty under the small holding and allotment act to provide allotment gardens if demand is unsatisfied, which is more than 6 people on the waiting list.

Cllr Seabrook proposed that we add 'to acquire allotment spaces' to the Business plan.

**Proposed** Cllr Seabrook

**Seconded** Cllr Harris

All in favour

Cllr Seabrook reported progress on the Management Plan for green spaces project, wildflower planting in three areas in the Dell and seven extra trees planted in the Orchard at Centenary Park.

**9 LA 559 PROJECT UPDATE**

The Parks officer updated on progress made:-

- The bollards and gate fitted at Centenary Park to stop cars advancing on to the park.
- Grease trap has been fitted at the Gateway Café.
- Trees works completed following the annual tree survey .
- Bridle way at Centenary Park, the pre application has gone to LDC for bringing this pathway up to standard.
- Lease for the football club – The Football club are waiting on their solicitor.

**10 LA 560 FIELDS IN TRUST REPORT**

The circulated report was discussed in detail.

Cllr Seabrook spoke about the benefits of protecting the land.

- The Neighbourhood plan will provide some protection but not forever and can be changed but the Deed can provide permanent protection for the Orchard.
- The Orchard absorbs carbon dioxide and could be considered to offset some of the carbon emissions from Peacehaven Town.
- The trees provide a rich source of nectar for bees, wasps, and other insects early in the Spring.
- A Deed of Dedication is a legal agreement in perpetuity and offers very strong protection against development of the site. This is in addition to any protections included in the Neighbourhood Development Plan.

It was resolved that Peacehaven Town Council seeks a Deed of Dedication for the land known as Peacehaven Community Orchard and that other PTC owned sites should be investigated to see if they meet the criteria.

Proposed Cllr Symonds  
Seconded Cllr Seabrook  
All in favour

**11 LA 561 FOREST SCHOOL REPORT**

*Standing orders were suspended to allow an open discussion with members of Staff from Butterfly Nursery to discuss the proposal for the Forest School.*

Cllr Seabrook introduced staff from Butterfly Nursery. Conditions and plans for the use of the Community Garden were discussed.

*Standing orders reinstated.*

It was proposed to allow the use of Community Garden area for Butterfly Nursery Forest Schools subject to conditions to be determined.

Proposed Cllr Symonds  
Seconded Cllr Hill  
All in favour. Cllr Seabrook abstained from the vote.

**12 LA 562 GREEN INFRASTRUCTURE REPORT verbal report**

This item to be deferred to the next meeting.

**13 LA 563 PEACEHAVEN GREEN SPACES PLAN verbal report**

This item to be deferred to the next meeting.

**14 LA 564 WORKING PARTY REVIEW**

Cllr Seabrook reported that there are three working parties reporting this committee and made the following report and recommendations:-

Signage WP - This WP is still needed.

- Signage work ongoing, WP well established, set up sept 2019, set up to discuss types and design of signs, future signs and consistency of future signs and make recommendations to Leisure Amenities and Environment committee.
- Members of this WP are Cllr Hill, Symonds, Cllr Veck and Cllr Griffiths

Howard Park WP - The Howard Park consultation is now complete, and this WP is no longer needed.

Hub WP – This WP is still needed.

- Set up in November 2019 to discuss the future of the Hub.
- So far only the immediate maintenance issues have been dealt with
- Boiler replacement is a priority and still needs investigation.
- Future development/rebuilding been put on hold due to other priorities, e.g. Meridian Centre & Community House redevelopment.
- Suggested to keep the Hub WP open to investigate replacement of the Boiler

It was proposed to accept the above recommendations from Cllr Seabrook

Proposed Cllr Symonds



**Seconded** Cllr Harris  
All in favour

#### **15 LA 565 SIGNAGE WORKING PARTY REPORT**

The Parks Officer reported that before the purchase of sign for the new gate, which will be for restricting car access to Centenary Park, it will be necessary to consider an emergency phone number for evenings and weekends which we currently do not have apart from the Parks officer's personal number. It was suggested that we have a separate phone that can be used on a rota system for out of hours emergencies and can be added to signage.

It was agreed in principle that an emergency phone is needed and for investigations to be done by Officers into the options available.

**Proposed** Cllr Symonds  
**Seconded** Cllr Seabrook  
All in favour

Cllr Sharkey proposed that quotes are obtained for this sign at Centenary Park.

**Proposed** Cllr Sharkey  
**Seconded** Cllr Seabrook  
All in favour

#### **16 LA 566 FOOTBALL TOURNAMENT REPORT**

The parks officer updated the Councillors that the football Tournament has been a success. The football club are now using extra pitches and extra evenings for games this year. The Finance Officer has made the required adjustments to the hire charges.

#### **17 LA 567 WORKS UPDATE**

The Parks Officer reported that:-

- Graffiti removal in several areas of the Town is ongoing.
- Grass cutting started, most places have had at least one cut.

#### **18 LA 565 TO CONFIRM DATE OF NEXT MEETING AS THE 27<sup>th</sup> JULY 2021.**

*There being no further business, the meeting closed at 20:24*