**DRAFT Minutes of the meeting of the Leisure, Amenities & Environment Committee held at Community House on Tuesday 8th November 2022 at 7.30pm**

Present: Cllr Seabrook (Vice-Chair), Cllr Gallagher, Cllr Sharkey, Cllr Paul, Cllr Cheta, Cllr Symonds (Chair of Council), Cllr Duhigg, Cllr White.

Officers Present: George Dyson (Deputy Town Clerk & Civic Officer), Kevin Bray (Parks Officer), Sue Moscatelli (Events, Amenities, and Projects Officer).

No members of the public were present.

1. **LA722 CHAIRS ANNOUNCEMENT**

The Vice-Chair opened the meeting at 19:30, welcomed everyone and informed the meeting of the following:

* The work on the pathway at Centenary Park is nearly complete but has been delayed slightly due to the weather.
* Friday 11th November is Armistice Day – meeting at the War Memorial at 10:30am.
* Sunday 13th November is Remembrance Day – meeting at the Joff at 10:15.
* Wednesday 23rd November is the next Bingo, 2-4pm at Community House.
* Wednesday 23rd November is also the next Cinema.
* 26th November is the Christmas Market, 11am – 4pm at Community House/ Meridian Centre.
* Sustrans are running free womens cycling sessions on a Thursday 09:30 – 11 on the MUGA.
* The NHS are still offering drop in COVID vaccinations at Community House on a Thursday 11am – 3pm.
* Changing places toilet at Centenary Park opens on 15th November at 12noon.
1. **LA723 PUBLIC QUESTION TIME**

No public questions.

1. **LA724 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Cllr Veck, and Cllr Griffiths.

These apologies were **noted**.

Cllr Duhigg is substituting for Cllr Griffiths.

1. **LA725 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

1. **LA726** **TO APPOINT A NEW CHAIRMAN OF THE COMMITTEE FOLLOWING THE RESIGNATION OF CLLR GRIFFITHS**

Cllr Sharkey was proposed as the new Chair of Committee.

**Proposed By:** Cllr Gallagher  **Seconded By:** Cllr Symonds

The Committee **resolved** unanimously to **agree** to this proposal.

*Cllr Sharkey took over as Chair at this point..*

1. **LA727 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 16TH AUGUST 2022**

**Proposed By:** Cllr Gallagher  **Seconded By:** Cllr Seabrook

The minutes of the meeting held on 16th August 2022 were **agreed and adopted.**

1. **LA728 BUDGETARY UPDATE TO NOTE**

There was a brief discussion about the Gateway Café, with regard to whether the Council or the Tenant pays certain costs.

The Committee **noted** the budgetary update.

1. **LA729 TO CONSIDER THE 2023/24 DRAFT BUDGET**

The Committee asked a number of questions about items in the 2023/24 budget to the Parks Officer, which were answered and briefly discussed.

The Committee **noted** the draft budget.

1. **LA730 TO NOTE ACTION PLAN UPDATE**

Cllr Gallagher asked about why the licence for the park run container has not yet been completed. Cllr Symonds echoed this and asked if it could be pushed along.

The Parks Officer advised the Committee that he will speak to the Town Clerk about moving along with the licence.

Cllr White added that the cladding of the container also needs pushing along.

Cllr Gallagher then asked about the bridle path being delayed, as noted in the Chairs Announcements.

The Parks Officer confirmed that the delay is just due to the weather, and that the path is in the final stages.

Cllr Gallagher asked about an update on what’s happening with the Hub roof at the moment.

The Parks Officer informed the Committee that a roofer will be attending on Friday this week to investigate a possible temporary fix of the Hub roof by paining on a waterproof surface to keep the roof watertight and allow it’s continued use.

Cllr Gallagher added that there is already a Hub Task and Finish Group that is planning on having a report to go to Full Council in December.

Cllr Duhigg stated that having read the Town Clerks email with regard to closing the Hub building due to the leaking roof, she was disappointed that the Town Clerk had done this without consulting the Councillors first, especially due to the potential knock on effects to the Community that the closure of the Hub could have, for example the parents that rely on the Nursery, the other hirers, and their businesses.

Cllr Duhigg also highlighted that the problem with the roof has been known for at least 4 years, why has it not been resolved by now and repaired properly.

The Events, Amenities, and Projects Officer advised the Committee that the action the Town Clerk took was taken following a complaint about the Hub from a hirer on Saturday for a birthday party, in which a child fell over due to the wet floor.

Cllr Symonds asked if we might need to consider possible loss of business claims if the facilities hirers usually use are not available.

The Parks Officer informed the Committee that the Hub roof has been a problem for at least 10 years, and that each time it has been raised at Committee, the Committee has decided to look at expanding the Hub and consequently not making the repairs.

The Parks Officer also clarified the contents of the Town Clerks email regarding the closure of the Hub to the Committee.

The Events, Amenities, and Projects Officer informed the Committee that the Town Clerk has been in email contact with the nursery, and that we are also actively trying to move hirers to Community House where possible, but that it’s a particularly busy time of year for Community House bookings at the moment.

Cllr Symonds asked whether the current issue is because of the exceptionally heavy rain we have been having.

The Parks Officer accepted that the exceptionally heavy rain has been one element, however the Hub roof leaks under any rain conditions.

Cllr Seabrook suggested that if the proposed temporary fix of painting a waterproof layer on the roof can provide a temporary fix then at least this will buy a bit of time to make a decision as to a long term solution.

Cllr Gallagher highlighted the need to ensure that a thorough risk assessment of the building is completed urgently, and that the Hub in it’s current format is not fit for purpose, spending circa £30k on a new roof would not be reasonable, and that the Task and Finish group looking into the Hub should continue with their task.

Cllr White enquired as to why the Town Clerk had chosen to communicate with affected hirers by email rather than face to face or on the phone. Cllr Duhigg agreed with this comment, that especially with the nursery owner, the conversation should have been in person.

Cllr Seabrook informed the Committee that he feels the Committee should be supporting the Clerks actions in closing the Hub building under the circumstances.

Cllr Duhigg suggested that she felt the Town Clerk’s decision was not the problem, but that the way the decision was communicated with both Councillors and Hirers was, and that Councillors do have a right to discuss the matter.

Cllr Cheta felt that the Committee does support the decision that the Town Clerk took, and that he took quick action on behalf of the Council to protect the interests of the Council.

Cllr Symonds commented that until we have more information about what we’re dealing with, no further judgement about the Hub roof could really be made.

The Chair moved the meeting on from discussions about the Hub roof.

Cllr Gallagher asked whether the Dell access path, and the Gateway Café composting scheme can now be taken off the action plan

Cllr Seabrook agreed that the composting scheme should be removed.

Cllr Gallagher asked about an update on the dog fouling campaign.

The Events, Amenities, and Projects Officer informed the Committee that the dog fouling campaign is ongoing until the end of the year, and gave an update on what the campaign would include.

Cllr Symonds asked if some of the recently shared dog fouling posters on Social Media could be printed off and laminated to be put around the parks.

Cllr Gallagher asked for an update on the Centenary Park pathway, north of the café.

The Parks Officer gave an update about the pathway, and that he is currently awaiting feedback from the contractors about the required works.

Cllr Symonds asked for an update on the water refill station.

The Parks Officer informed the Committee that the pipe work is in for the water refill station and that we are just awaiting delivery of the unit.

Cllr Symonds asked if we can chase up the café and cycle hub leases.

The Parks Officer will speak with the Town Clerk to obtain an update on the leases.

Cllr Symonds asked for an update on the Task and Finish Group on the Oval and Epinay parks.

The Events, Amenities, and Projects Officer informed the Committee that there are no further dates scheduled yet for Oval and Epinay park Task and Finish group meetings, and that we don’t have a figure for the CIL funding available for this.

Cllr Gallagher asked about resurfacing the overflow car park at Centenary Park.

The Parks Officer stated that resurfacing the overflow car park will be a future project and is likely to cost a fairly significant amount as drainage will also be required.

Cllr Gallagher asked for an update on the CCTV.

Cllr Symonds advised that all the CCTV is up and running, and that the SLA with the police is being chased but scheduled to be in place for early December.

Cllr Gallagher suggested that the Tree Warden scheme be removed from the action plan, that the green infrastructure audit has been started as part of the Neighbourhood Plan, and that the inclusivity audit could go into the green infrastructure plan.

Cllr Symonds asked if we should speak to the access group to ask for personal experiences regarding inclusivity.

Cllr Seabrook reinforced the need for local input.

1. **LA731 TO NOTE OUSE VALLEY FUNDING UPDATE**

The Committee discussed the Ouse Valley funding, and requested that some maps be provided to show where elements of the project will be going.

1. **LA732 TO NOTE SIGNAGE TFG UPDATE**

The Parks Officer reported that since we no longer have a Communications Officer, the Events, Amenities, and Projects Officer has joined the Signage Task and Finish Group .

The Events, Amenities, and Projects Officer informed the Committee that she has been working on some possible designs for signage, but also needs to undertake further research on the topic.

The Committee asked the Events, Amenities, and Projects Officer to put forward dates for a Task and Finish Group meeting once the design proposals were ready to be shared.

1. **LA733 TO DISCUSS STREETLIGHT IN FIRLE ROAD PLAYGROUNDS**

The Parks Officer summarised the report regarding the streetlights to the Committee.

It was proposed that if the street lights can be changed from sodium bulbs to LED bulbs by our in-house electrician at a cost of around £200 then the work should be undertaken.

Proposed by: Cllr Gallagher Seconded by: Cllr Duhigg

The Committee **resolved** to **agree t**o this proposal**.**

1. **LA734 TO NOTE SDNPA FUNDING BIDDING**

The Committee discussed some possible ideas for projects that could be submitted to the SDNPA for CIL funding. The Committee also asked that the previously submitted bid for CIL funding from the SDNPA submitted by the previous Civic and Marketing Officer which was rejected earlier this year be located and circulated as a starting point for a possible CIL bid.

1. **LA735 TO DISCUSS CLIMATE CHANGE REPORT**

Cllr Seabrook informed the Committee that the purpose of this report was to make the actions that the Council are taking regarding climate change more visible.

The Events, Amenities, and Projects Officer informed the Committee that there is already work taking place on introducing a climate change page on the website.

Several ideas were discussed to make climate change actions more visible, including a small logo next to agenda items, highlighting the relevant report section in green, and highlighting action plan items.

*The Events, Amenities, and Projects Officer left at this point.*

Cllr Seabrook raised whether we should look to plan another climate change event, similar to last year.

It was discussed that there is a planned climate change task and finish group meeting for tomorrow where this can be discussed further.

*The Events, Amenities, and Projects Officer returned at this point.*

1. **LA736 TO DECIDE ON THE DRAFT BUSINESS PLAN**

The Events, Amenities, and Projects Officer informed the Committee that the draft business plan includes a huge amount of information relevant to this Committee, and that it might be best for everyone to go away and read the document in detail and consider ideas further before discussing.

Cllr Gallagher noted that there is a lot of items in the plan that relate back to the green infrastructure plan, and that there is some overlap with other Committees on some items under the Leisure, Amenities, and Environment heading.

The Chair asked that everyone does a one to five rating of their priority items on the action plan and sends their rankings to the Events, Amenities, and Projects Officer.

The next meeting of this Committee was **confirmed** for 20th December 2022.

*There being no further business, the meeting closed at 21:17.*