**DRAFT Minutes of the meeting of the Leisure, Amenities & Environment Committee held at Community House on Tuesday 18th July 2023 at 7.30pm**

Present: Cllr Ashby-Parkin (Vice Chair), Cllr Seabrook (Chair of Council), Cllr Griffiths, Cllr Gallagher, Cllr Norcott-Jones, Cllr Wood, Cllr Fabry, Cllr Smith, Cllr Campbell (non-voting).

Officers: Kevin Bray (Parks Officer), George Dyson (Deputy Town Clerk)

2 members of the public were present.

**1 LA806 CHAIRS ANNOUNCEMENT**

The Chair opened the meeting at 19:35, welcomed everyone and went through the building fire procedures, and informed the Committee of the following:

* The Parks Officer has been successful in securing funding from the football foundation.
* The next Bingo is tomorrow, 2pm – 4pm in the Anzac Room.
* The next Cinema is tomorrow, tickets still available from the Information Office.

**2 LA807 PUBLIC QUESTION TIME**

A member of the public raised concerns about the allotment path not being accessible for all.

The Parks Officer responded that this is scheduled to be sorted within the coming weeks.

The member of the public also raised concerns that some allotment tenants are not keeping their plots to an acceptable standard.

The Parks Officer responded that that any issues with the plots are being handled in line with the Terms & Conditions, but that this is a private matter between the Tenant and Peacehaven Town Council.

**3 LA808 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Cllr Cheta and Cllr Sharkey.

It was also noted that Cllr Alexander has withdrawn from the Committee since the summons were issued.

**4 LA809 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Norcott-Jones and Cllr Wood declared that they are allotment tenants.

**5 LA810 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 30TH MAY 2023**

**Proposed By:** Cllr Griffiths  **Seconded By:** Cllr Fabry

The minutes of the meeting held on 30th May 2023 were **agreed and adopted.**

**6 LA811 TO NOTE THE BUDGET UPDATE**

The Committee **noted** the budget update.

**7 LA812 TO NOTE ACTION PLAN**

Cllr Seabrook informed the Committee that the funding and plans are in place to proceed with the path at Howard Park, there was a brief discussion on where the path would go. The Parks Officer also advised that Planning Permission may need to be sought.

Cllr Griffiths advised that the Ouse Valley cares bid would get an update as part of the next Committee meeting.

Cllr Norcott-Jones asked why the License for the Park Run Container is still not resolved despite a planned completion date of December 2021. The Parks Officer advised that the matter is with Park Run, but that the Clerk has been chasing up the matter.

**8 LA813 TO NOTE THE BUSINESS PLAN**

The Deputy Clerk clarified that Council has now set up a TFG to revise the business plan, and that the information from the report on this item would feed into this TFG via the Committee Chair.

**9 LA814 TO NOTE THE ALLOTMENT UPDATE**

The Parks Officer briefly summarised the report.

The Committee **noted** the Parks Officers report.

**10 LA815 TO NOTE MANAGEMENT/MAINTENANCE PLAN**

The Parks Officer introduced the plan and explained the background to the item.

Cllr Seabrook thanked the Parks Officer for his good work on the plan.

Cllr Griffiths highlighted that an amendment is needed, that Foxhill and Abbey Close do not have playgrounds.

The Committee **noted** the management/maintenance plan.

**11 LA816 TO NOTE CENTENARY PARK PHASE 2 PATHWAY**

The Parks Officer gave an update on the progress of the matter, and informed the Committee that once the Tenders come back then there will need to be Councillors appointed to open them as per financial regulations.

The committee **noted** the report.

**12 LA817 TO NOTE INTRODUCTION AND UPDATE ON THE GREEN INFRASTRUCTURE PLAN**

Cllr Gallagher introduced the item and explained that this is something that has come out of the Neighbourhood Plan, and that it is intended to help protect the green spaces.

There was a discussion on the plan, and that it would be useful if the spreadsheet could show which land is owned by Peacehaven Town Council, and which ward it is in.

A Working Group will continue to develop the Green Infrastructure Plan, to be made up of Cllr Fabry, Cllr Smith, Cllr Norcott-Jones, Cllr Ashby-Parkin, and Cllr Gallagher.

**13 LA818 TO CONFIRM DATE OF NEXT MEETING AS THE 3RD OCTOBER 2023**

The next meeting of this Committee was **confirmed** for 3rd October 2023.

*There being no further business, the meeting closed at 20:02.*