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

Present: Cllr Sharkey (Chair), Cllr Seabrook (Vice Chair), Cllr Griffiths, Cllr Gallagher, Cllr White.

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

7 members of the public were present.

1. **LA 767 CHAIRS ANNOUNCEMENT**

The Chair opened the meeting at 19:32, welcomed everyone and went through the building fire procedures, and informed everyone that the next Bingo is 26th April, 2-4pm, and Cinema also 26th April, 7.30pm.

1. **LA 768 PUBLIC QUESTION TIME**

A member of the public informed the Committee that he was verbally abused at the Allotments on Sunday and now has a crime reference number for this after reporting it to the police.

The Parks Officer responded that we are aware of the incident but cannot comment at this time as it is an ongoing matter.

Another member of the public informed the Committee that he has received a letter from this Committee regarding a formal complaint; the member of the public summarised the incident that the complaint related to and expressed that he was disappointed that he had not been invited to the Committee to speak when the complaint was initially discussed.

A member of the public also commented that the main footpath in the allotments has some very deep ruts and could pose an accessibility problem for persons with disabilities.

1. **LA 769 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Cllr Paul and Cllr Symonds.

These apologies were **noted**.

Cllr Veck and Cllr Cheta were also absent.

1. **LA 770 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

1. **LA 771 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON** **28TH FEBRUARY 2023**

Cllr Griffiths highlighted a spelling error on item LA729 – pervious should be previous.

**Proposed By:** Cllr Griffiths  **Seconded By:** Cllr Seabrook

The minutes of the meeting held on 8th November 2022 were **agreed and adopted** subject to the spelling correction**.**

1. **LA 772 TO NOTE THE BUDGET UPDATE**

The Committee **noted** the budgetary update.

1. **LA 773 TO NOTE THE ACTION PLAN UPDATE**

Cllr Griffiths highlighted that under the license for the Park Run Container item, the current position update refers to a lease not a license.

Cllr Gallagher highlighted that whilst the action plan has now had the latest projects added to it, the plan would benefit from some more detailed information.

Cllr Griffiths reported that the Permaculture Tree Planting is showing on the Action Plan is complete, however this is incorrect as there are outstanding trees to be planted still.

Cllr Seabrook asked for an update on the status of the Howard Park item.

The Parks Officer responded that he has recently spoken with an Officer from Lewes District Council and that following this there is no further update.

The Committee **noted** the Action Plan update.

1. **LA 774 TO AGREE THE ALLOTMENT TFG REPORT**

The Parks Officer gave a brief summary to the Committee of the report from the Allotment TFG.

Cllr Griffiths asked who would be responsible for maintaining and mowing the grass in the 2’ gap.

The Parks Officer responded that this would be the same as the grass walkways, that tenants would be responsible.

Cllr Seabrook asked about who would be levelling and seeding these gaps, and also whether help would be offered to people needing to move sheds.

The Parks Officer responded that we would endeavor to provide help where possible.

It was proposed that the Committee accept the recommendations in the report.

**Proposed by:** Cllr Gallagher **Seconded by:** Cllr White

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

1. **LA 775 TO NOTE THE ALLOTMENT UPDATE REPORT**

The Parks Officer gave a brief summary of the report.

The Committee **noted** the allotment update.

1. **LA 776 TO NOTE THE DELL BANNER BOARD REMOVAL**

Cllr Gallagher highlighted that this report seems to be based on the Full Council meeting on 21st March, but minutes have not been made available from this meeting yet. There were many reasons why Council resolved to remove the Banner Board, and aesthetics was only a very small part of this, and that it’s surprising to see that bookings are in place until Christmas.

The Parks Officer clarified the content of the minutes from Full Council meeting, and who the booking is for in December.

The Committee **noted** the Dell Banner Board Removal

1. **LA 777 TO AGREE THE URBAN TREE CHALLENGE FUND REPORT**

Cllr Griffiths gave some background and a summary of the report.

The Parks Officer highlighted the amount of staff time and resources needed to water these trees.

Cllr Griffiths responded that there is the option to go out for tender for the watering contract as this is paid for by the fund.

It was proposed to accept the recommendation in the report.

**Proposed By:** Cllr Griffiths  **Seconded By:** Cllr White

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

1. **LA 778 TO INFORM COMMITTEE GREEN INFRASTRUCTURE REPORT**

Cllr Gallagher summarised the report.

The Committee **noted** the green infrastructure report.

1. **LA 779 TO NOTE COMPLAINTS RECEIVED**

The Parks Officer summarised the report of the complaints received.

Cllr Seabrook asked what can be done about dog poo in the green gym, the Committee briefly discussed this.

The Committee **noted** the complaints received.

1. **LA 780 TO NOTE WORKS UPDATE**

The Parks Officer summarised the report.

The Committee **noted** the works update.

1. **LA 781 TO NOTE FOOTBALL FOUNDATION PITCHPOWER FUNDING UPDATE**

The Parks Officer summarised the report.

The Committee **noted** the update.

1. **LA 782 TO CONFIRM DATE OF NEXT MEETING AS THE 30TH MAY 2023**

The next meeting of this Committee was **confirmed** for 30th May 2023.

*There being no further business, the meeting closed at 20:10.*