**DRAFT Minutes of the meeting of the Leisure, Amenities and Environment Committee meeting held in the Anzac Room, Community House on Tuesday 20th February 2024 at 7.30pm**

**Present:** Cllr Ashby-Parkin (Vice Chair), Cllr Cheta, Cllr Fabry, Cllr Gallagher, Cllr Griffiths, Cllr Studd, Cllr Wood, Cllr Seabrook, Cllr Campbell (non-voting).

**Officers**: Kevin Bray (Parks Officer), Zoe Polydorou (Meetings & Projects Officer).

1 member of the public was in attendance.

**LA 879 CHAIR ANNOUNCEMENTS**

The Vice Chair opened the meeting at 19:29, briefly went through the building fire procedures, and shared the following upcoming events:

* Tomorrow (21st February 2024) the local cinema will be screening One Life at 7:30pm
* The next Bingo event will be held on 13th March 2024

**LA 880 PUBLIC QUESTIONS**

There were questions from 1 member of the public.

The member of public raised concerns that the green council noticeboard is blocking the view driving eastwards of the recently located advertisement board at the Dell; who is the land owner in regards to the pop-up shop, and that LDC permission may need to be sought; with regards to item 5, that the location of the designated sites has not been specified and suggested designation to the corners rather than the middle, preferably in the south west corner where it is not so crowded by benches.

The Vice Chair noted the questions, and confirmed they would be discussed in the meeting.

The Parks Officer commented that the advertisement board was in a temporary location, so could be moved.

**LA 881 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There was 1 apology for absence from Cllr Sharkey (Chair of Committee).

**LA 882 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

Cllr Wood is an allotment tenant.

Cllr. Evans is a member of the bowls club.

**LA 883 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON 9TH JANUARY 2024**

Proposed by: Cllr Studd Seconded by: Cllr Wood

The Committee **resolved** to **adopt** the minutes of the 9th January 2024.

**LA 884 TO NOTE THE BUDGETARY UPDATE**

Cllr. Seabrook was under the impression all allotment rent had been paid.

The Parks Officer Kevin explained that payments were on track.

The budgetary update was **noted**.

**LA 885 TO AGREE EARMARKED RESERVES REPORT**

The Parks Officer summarised the report.

It was proposed that the earmarked reserves report be agreed.

Proposed by: Cllr Griffiths Seconded by: Cllr Fabry

The Committee **resolved** to **agree** the earmarked reserves report.

**LA 886 TO NOTE ACTION PLAN**

The Parks Officer summarised the report.

Members discussed various items, including tree planting at the entrance to the South Down National Park; memorial bench spaces, where the Parks Officer confirmed to send the details; urban tree planting; the Meetings and Projects Officer taking over projects; the status of the section 106 money for the Dell.

The Council **noted** the action plan.

**LA 887 TO AGREE ALLOTMENT UPDATE**

1. **8 new plot holders**

The Parks Officer updated Committee on the status of the plot reallocation.

1. **request for ring doorbell**

Members discussed in-depth the suitability of a doorbell, including there being no available Wi-Fi connectivity; concerns around privacy; and the legal requirements of having, in effect, CCTV. Alternatives were suggested including padlocks and a more secure shed, and suggested for this to be passed on to the horticultural society.

Cllr. Gallagher commended and thanked Kevin and the grounds-team for their good work at maintaining the allotment well.

The committee proposed not to agree to the request of a doorbell

Proposed by: Cllr Gallagher Seconded by: Cllr Fabry

The Committee **resolved** to **not agree** to the request.

**LA 888 TO NOTE POSSIBLE PUMP TRACK IN CENTENARY PARK**

The Parks Officer introduced the report, and explained the spare soil situation, including the football club’s cost should it be removed, and the cost to test its suitability for use as a pump track.

Cllr. Seabrook raised concern over pump track noise issues to neighbours.

Cllr. Gallagher expressed enthusiasm for the track, and suggested a track for young children be considered too, and that the location could perhaps instead be by the hub or the gateway café.

The Parks Officer confirmed noise concerns, and allowances for different ages, would be considered as part of the project.

Cllr. Ashby-Parkin raised concern with the track encouraging motorbikes. The Parks Officer explained low fencing would be installed to help mitigate this potential issue.

The Committee **noted** the report.

**LA 889 TO DISCUSS DOG FOULING REPORT**

The Meetings and Projects Officer ran through the report.

Members discussed various ideas to help alleviate the problem, including a volunteer scheme, whether there are enough dog bins, a dog bin map, education and direct engagement.

The Parks Officer explained the high risk of conflict with regards to the volunteer scheme, and that there were already a number of bins at the parks, including at every exit of Centenary park.

Cllr. Seabrook explained that Peacehaven Council land is being used for dog walking businesses, and suggested they should have a licence to use the park. In addition, that the Ouse Valley Climate Action Group have someone available to make videos, so it was suggested that the Meetings and Projects Offer follow this up.

**PH 890 TO NOTE PROPERTY CONDITION REPORT FOR THE HUB**

The Committee **noted** the report.

**LA 891 TO DISCUSS POP UP SHOP T&C’S**

The Parks Officer introduced the report to begin the T&Cs discussion.

Members proposed suggestions from the Town Clerk

Proposed by: Cllr. Griffiths Seconded by: Cllr Fabry

The Committee resolved to **agree** to suggestions from the Town Clerk to the Pop Up Shop T&Cs.

**LA 892 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):**

1. Allotment policy and Terms & Conditions implementation review

 It was agreed that the TFG has finished for this year.

1. Provide recommendations from the Epinay Park & Oval Survey results

The Parks Officer confirmed that invites had been sent, and will be reported on.

1. Signage

It was confirmed that there is a meeting this coming Thursday.

**LA 8923 TO CONFIRM DATE OF NEXT MEETING AS THE 2ND APRIL 2024**

The next meeting was confirmed as 2nd April 2024.

*There being no further business the meeting ended at 20:23.*