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**DRAFT Minutes of the meeting of the Leisure, Amenities & Environment (LA&E) Committee meeting held in the Anzac Room, Community House on Tuesday 13<sup>th</sup> May 2025 at 7:30pm.**

**Present:** Cllr Sharkey (Chair), Cllr Gallagher, Cllr Studd, Cllr Fabry, Cllr Griffiths, and Cllr Bradley.

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

2 members of the public were in attendance, including Cllr Bradley.

**LA1006 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:33, apologised for the delay in start time, and invited Cllr Bradley to the table, read out the Civility and Respect statement, went through the building fire procedures, asked that phones be put onto silent, and informed everyone that the meeting was being recorded.

**LA1007 PUBLIC QUESTIONS.**

There were no public questions.

**LA1008 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Cllr Wood and Cllr Donovan.

**LA1009 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

**LA1010 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 18<sup>th</sup> MARCH 2025**

Proposed by: Cllr Gallagher      Seconded by: Cllr Fabry  
All in **favour**.

**LA1011 TO AGREE OR REFUSE PRISTINE PAWS PROPOSAL**

The Chair thanked the member of public for their pre-meeting presentation.

Cllr Studd thought it a good innovative idea but had concerns with the potential for vandalism, and suggested securing the unit in some way, for instance it having secure doors which the Gateway Café would open / close. Members discussed the likelihood of affecting current local dog grooming businesses, but that this was a different and affordable offering.

The Parks Officer expressed that if approved at this stage, the item would be taken to P&F with regards to the financial and location details.

It was commented that the business may reduce travel to groomers outside of Peacehaven and could reduce the changing places facility being used.

*19:44 – Standing orders were suspended.*

The member of public clarified comments raised.

*19:45 – Standing orders were reinstated.*

It was proposed to take the proposal forward and for the details to be agreed at the next P&F Committee meeting.

Proposed by: Cllr Gallagher      Seconded by: Cllr Studd  
Committee resolved to **support** the proposal.

*19:47 - The member of public left the meeting.*

#### **LA1012 TO NOTE BUDGET UPDATE**

The budget was **noted**.

#### **LA1013 TO NOTE ACTION PLAN**

Cllr Gallagher suggested the dog faeces item be removed, whereby the Parks Officer confirmed the action plan could be reviewed when the new committee members were agreed.

The action plan was **noted**.

#### **LA1014 TO NOTE ALLOTMENTS UPDATE**

Cllr Gallagher outlined the background to the report, and expressed that if the role guidelines were agreed they would be displayed on the noticeboards and Liaison Councillors would start their visits.

It was proposed that the role guidelines were satisfactory and for them to be taken to the next P&F committee meeting for approval.

Proposed by: Cllr Gallagher      Seconded by: Cllr Studd  
All in **favour**.

The Parks Officer expressed that ten warning letters were going out and explained the notice to quit process.  
The allotments update was **noted**.

#### **LA1015 ALLOTMENT SHED ROOF**

The Parks Officer outlined the background of the situation and expressed that only the apex at the back was higher than allowed, that the plot holder was fairly new to the allotment and a complaint had been received.

Cllr Griffiths expressed that the front was the correct right height and that a green roof required a slope.

It was proposed to allow the shed to remain at that height as an exception.

Proposed by: Cllr Gallagher      Seconded by: Cllr Griffiths  
All in **favour**.

#### **LA1016 TO NOTE THE COMPLAINTS LOG**

The Parks Officer expressed there had been a spate of graffiti, which had been noted and the police updated.

The Chair queried the broken security tape on the bench, which the Parks Officer confirmed would be removed this week, and that the owner would remove the bench and repair it inside.

The Parks Officer expressed that the Town Clerk had agreed a bench from the Meridian Centre could be used as a replacement and installed with a plaque, and added that the police had attended and assessed that the vandalism was not in view of the CCTV because of the bushes.

The complaints log was **noted**.

The Chair explained that for the two items below, the item numbers on the papers were round the other way.

#### **LA1017 BUSINESS PLAN: TO AGREE TO SET UP A TFG THE SCOPE FOR SPORTS AND LEISURE PUBLIC CONSULTATION SURVEY ON POSSIBLE IMPROVEMENTS IN PEACEHAVEN**

It was proposed to set up a TFG with the members as Cllr Gallagher, Cllr Studd, and that others would be invited.

Proposed by: Cllr Gallagher      Seconded by: Cllr Studd.  
All in **favour**.

#### **LA1018 BUSINESS PLAN: TO AGREE TO SET UP A TFG TO AGREE THE CRITERIA FOR THE ACCESSIBILITY TO THE PARKS AND OPEN SPACES AUDIT**

Cllr Gallagher raised that a similar survey had been carried out by Telscombe Town Council, and that it would be good to consider Equalities and Planning laws.

It was proposed to set up a TFG and the members as Cllr Sharkey, Cllr Griffiths and Cllr Fabry.

Proposed by: Cllr Gallagher      Seconded by: Cllr Fabry

All in **favour**.

#### **LA1019 REQUEST FOR METAL DETECTING ON PTC PARKS**

The Parks Officer outlined the report, expressed there was evidence that detecting may have already taken place, and that trip hazards were a concern if the request was agreed.

It was proposed to not give permission for metal detecting on PTC land.

Proposed by: Cllr Gallagher      Seconded by: Cllr Fabry

All in **favour**.

#### **LA1020 TO RECEIVE UPDATES FROM TASK AND FINISH GROUPS (TFGS)**

##### **a) Parks Signage**

The Meetings & Projects Officer expressed that 4 ladder rung signs for Centenary Park were on order and likely to be installed in June, and that the H&S / Rules signs for each of the activity areas/playgrounds had been ordered too and were at the artwork amends stage.

##### **b) Green Spaces Infrastructure**

The Parks Officer expressed this was ongoing. Cllr Gallagher suggested the Meetings and Projects Officer help bring it up to date.

##### **c) Howard Park Phase 2**

No update was made.

##### **d) Car Parking Options at Centenary Park**

No update was made.

##### **e) The Oval TFG**

No update was made.

#### **LA1021 TO CONFIRM DATE OF NEXT MEETING AS THE 15TH JULY 2025**

The date of the next meeting was confirmed.

*There being no further business the meeting ended at 20:13.*