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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 15th July 2025 at 7:30pm.

Present: Cllr Sharkey (Chair), Cllr Gallagher, Cllr Studd, Cllr Wood, Cllr Fabry, Cllr Griffiths, Cllr Campbell.

Officers: Kevin Bray (Parks Officer), Steph Georgalakis (PR Officer), Zoe Polydorou (Meetings & Projects Officer).

There were no members of the public in attendance.

LA1022 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:30, welcome everyone to the meeting, 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.

The Chair then announced the following events:-

- A tree would be planted and a time capsule buried in Centenary Park on 15th August for VJ Day 80.
- A call out for postcards or letters to loved ones during the 2nd World War to display as part of the VJ Day 80 commemoration.

LA1023 PUBLIC QUESTIONS.

There were no public questions.

LA1024 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

There were no apologies for absence.

Cllr Campbell was invited to join the table.

LA1025 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

Cllr Wood declared an interest in item **LA1030**.

LA1026 TO ELECT A VICE CHAIR OF THIS COMMITTEE

It was proposed to elect Cllr Studd as Vice Chair of this Committee.


Proposed by: Cllr Griffiths Seconded by: Cllr Fabry

All in **favour**.

LA1027 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 13th MAY 2025

Proposed by: Cllr Wood Seconded by: Cllr Gallagher

All in **favour**.


23, 9, 2025

LA1028 TO NOTE BUDGET UPDATE

The budget was **noted**.

The Chair brought forward item LA1035

LA1035 TO AGREE TO THE RECOMMENDATIONS REGARDING THE HUB CONSULTATION SURVEY RESULTS

The PR Officer confirmed that during analysis of the survey data private information would be withheld, and only content would be identified.

It was proposed to set up a TFG with the Supporting Officer taking the lead.

The TFG members were agreed as: Cllr Gallagher, Cllr Campbell and Cllr Griffiths, and that invites would be extended to Cllr Donovan, Cllr Alexander and Cllr Davies.

Members discussed that the meetings would go ahead even if not all members were in attendance.

Proposed by: Cllr Gallagher Seconded by: Cllr Griffiths

All in **favour**.

LA1029 TO NOTE ACTION PLAN

It was proposed the Tackling Dog Faeces item be removed from the action plan.

Proposed by: Cllr Gallagher Seconded by: Cllr Wood

The proposal was **carried** by majority.

1 member abstained.

Members discussed whether to remove the pump track from the action plan, and the Parks Officer expressed that it had been proposed by LDC. It was agreed to remain on the action plan.

The action plan was **noted**.

LA1030 TO NOTE ALLOTMENTS UPDATE

The Parks Officer updated committee on the allotments to-date.

The Parks Officer confirmed there were 25 Peacehaven residents on the waiting list.

Cllr Gallagher commented that the enforcement time periods within the terms be revised, whereby the the Parks Officer commented that the terms would be reviewed in October.

The update was **noted**.

LA1031 TO NOTE THE COMPLAINTS LOG

The complaints log was **noted**.

LA1032 TO AGREE POTENTIAL CIL BID OPPORTUNITIES TO BE TAKEN FORWARD

Discussion took place on the priority of CIL bids for the playgrounds; the Parks Officer confirmed that the Centenary Café heating system would be a replacement rather than a refurbishment; and members agreed that the CIL bid list within the report be ordered into a RAG (red, amber, green) colour code system to categorise priority, with red being high, amber intermediate and green being a low category.

Members ran through the CIL bid list within the report, and agreed on the following RAG system for each item:-

Location	Works	RAG Colour
Centenary Park and others – near playgrounds, skatepark and MUGA	Covered Picnic tables at Centenary Park	Green
Centenary Park area	Improve car park lighting as previously discussed - £42,000 at least	Amber (it was commented that this may be funded separately by OVESCO)
The Hub	Internal building works for Hub building, and Equipment for kitchen and other areas incl. AV equipment	Red
Centenary Park	Refurb toilets	Amber
Centenary Café	Refurb of heating/water heating system for pelleted wood system	Amber (it was commented that grants may be available)
Playgrounds	Refurb of play equipment	Green
The Hub	Ground floor extension	Red
Epinay Park	To replace equipment	Red



Cllr Griffiths raised concern with rain ingress underneath the doors of the Centenary Park toilets, and the Parks Officer commented this could be resolved by the grounds team.

It was proposed to go ahead with the list as prioritised above in the RAG system

Proposed by: Cllr Fabry Seconded by: Cllr Wood

All in **favour**.

LA1033 TO AGREE TO REPLACE RIDE-ON-MOWER AND PLAN FOR THE FUTURE

Cllr Wood queried the charge time and the battery run-time, the Parks Officer confirmed 5 hours to charge and 7 hours of usage each time. The Parks Officer then outlined the report, reminded committee of PTC's carbon commitment to carbon net zero target, and the environment aspect of the committee.

The Parks Officer reminded committee there was not currently available budget and that only a percentage of the Chalkers Rise CIL could be used on the mower, and commented that the current mower's trade-in value was approximately £4,000-£5,000, and recommended that if the battery powered mower was agreed after its warranty expiration it be traded in before its general deterioration.

It was proposed to recommend to the policy and finance committee to fund replacing the Kubota F3890 mower this year with the Mean Green- £37874 ex VAT battery powered zero turn mower.

Proposed by: Cllr Gallagher Seconded by: Cllr Fabry

All in **favour**.

It was proposed to increase the reserves for vehicle purchases next budget and to note the extra costs involved in purchasing battery powered equipment to help meet the net zero carbon target set by the council.

Proposed by: Cllr Fabry Seconded by: Cllr Gallagher

All in **favour**.

It was proposed to recommend PTC set a 5-year lifespan on larger equipment and vehicles so renewal happens before the machine wears out and they still have trade-in value, and that every year a plan is brought to an LA&E committee meeting.

Proposed by: Cllr Wood Seconded by: Cllr Fabry

All in **favour**.

LA1034 TO AGREE THE NEW RESURFACING MATERIAL FOR THE WARM MEMORIAL SURFACE

Members discussed the types of material. Cllr Campbell raised that artificial grass should not be installed, and queried why flag stones or suchlike had not been considered. The Parks Officer responded they could have been, but would require additional work which would likely result in higher costs.

Cllr Gallagher and Cllr Campbell expressed their preference for grass.

The Meetings & Projects Officer commented that a range of quotes had been obtained for resin bond, from around £3,000 up to £9,000. Cllr Wood suggested a natural green resin.

It was proposed to bring resin bond quotes back to the next committee.

Proposed by: Cllr Wood Seconded by: Cllr Griffiths

All in **favour**.

LA1036 TO RECEIVE UPDATES FROM TASK AND FINISH GROUPS (TFGS)

I. Business Plan Sports Survey

Cllr Gallagher expressed work had been carried out.

II. Business Plan accessibility of amenities

It was expressed that the TFG would bring a report to the next meeting.

III. Green Spaces Infrastructure

Cllr Gallagher expressed this item would be progressed after August with Officers.



IV. Howard Park Phase 2

The Meetings & Projects updated committee that the public consultation questions were with the TFG for review and feedback before going live.

V. Car Parking Options at Centenary Park

The Parks Officer commented that OVESCO were investigating whether they could progress this.

It was proposed to close the TFG

Proposed by: Cllr Fabry Seconded by: Cllr Gallagher

All in **favour**.

VI. The Oval TFG

The Parks Officer updated committee that the task agreed was near finalised, and suggested the closure of the TFG.

It was proposed to close the TFG.

Proposed by: Cllr Gallagher Seconded by: Cllr Wood

All in **favour**.

LA1037 TO CONFIRM DATE OF NEXT MEETING AS THE 23rd SEPTEMBER 2025

The date of the next meeting was confirmed.

There being no further business the meeting ended at 20:39.

