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**DRAFT Minutes of the meeting of the Leisure & Amenities (L&A) Committee meeting held in the Anzac Room, Community House on Tuesday 23<sup>rd</sup> September 2025 at 7:30pm.**

**Present:** Cllr Studd (Vice Chair), Cllr Harman, Cllr Gallagher, Cllr Wood, Cllr Griffiths, Cllr Campbell.

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

There was 1 member of the public in attendance.

**1. LA1038 CHAIR ANNOUNCEMENTS**

The Chair opened the meeting at 19:32, welcome everyone, 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.

Cllr Campbell was invited to sit at the table.

**2. LA1039 PUBLIC QUESTIONS.**

There were no public questions.

**3. LA1040 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

There were apologies from Cllr Sharkey, and Cllr Fabry.

**4. LA1041 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

**5. LA1042 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 13<sup>th</sup> MAY 2025**

The Chair updated committee that the agenda item should have stated minutes from the 15<sup>th</sup> July 2025 meeting, which were included in the papers.

It was proposed to agree to adopt the Leisure, Amenities & Environment Committee meeting minutes from Tuesday 15<sup>th</sup> July 2025.

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

**6. LA1043 TO NOTE BUDGET UPDATE**

The budget was **noted**.

**7. LA 1044 TO NOTE ACTION PLAN**

The Parks Officer updated committee that MUGA tenders were due in October; that there was around £100,000 available from LDC for a pump track; advised its future location, and expressed that schools would be consulted on the project.

The action plan was **noted**.

## **8. LA 1045 TO NOTE ALLOTMENTS UPDATE AND TO AGREE ALLOTMENT TERMS AND CONDITIONS FOR 2026 UPDATE**

The Parks Officer expressed the only complaint was about freeing up plots, and the updated terms had been agreed from discussions with the liaison councillors. It was expressed that the updated terms included: reducing the number of days from 30 days to 15, that the notice to quit must remain at the statutory 30 days, and that if an informal warning letter had previously been sent, only a formal warning letter would be sent next time.

Cllr Gallagher suggested any changes to be provided to the Parks Officer within the next couple of weeks, and the updated terms and conditions would go to either Policy & Finance Committee or Full Council for approval in January.

Cllr Wood suggested stipulating a maximum height for dwarf trees within the Restrictions on Cropping page 23, and Cllr Gallagher expressed it was difficult to see where the plot numbers were on site.

The Liaison Councillors expressed that the horticultural society were keen to meet with them, and commented they were looking to improve relations between plot owners and the society.

Cllr Wood expressed concern with how the Horticultural Society hut was managed, and it was commented that the Liaison Councillors would meet with the horticultural society as a first step.

The report was **noted**.

## **9. LA 1046 TO NOTE THE COMPLAINTS LOG**

The Parks Officer updated committee on the progress of the complaints.

Cllr Campbell queried overhanging foliage at the Oval, and the Parks Officer commented that he had not been contacted.

The complaints log was **noted**.

## **10. LA 1047 TO AGREE PLAYGROUND REPAIRS**

The Parks Officer outlined the report, and expressed minimal differences between the two gates despite the variation in cost.

It was proposed to purchase the replacement self-closing gate, as per quote 1 in the report, for the Dell playground.

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

## **11. LA 1048 TO AGREE CIL BID FOR EPINAY PARK**

Cllr Campbell suggested requesting 90% from LDC funds, and gave background justifications, including the way in which CIL functioned. Cllr Gallagher suggested P&F consider contributing 40%.

Committee were reminded that this item was in relation to agreeing the amount rather than the funding percentages.

It was proposed to take the Epinay Park CIL bid forward to P&F Committee for up to £140,000.

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

## **12. LA 1049 TO AGREE YOGA IN THE PARK**

Members expressed support of the proposal in terms of well-being, but raised concern with finances and noise.

The Parks Officer was supportive of the park being used if the organisation had finances in place, and reminded committee of the adopted Commercial-Health-Fitness-Activities-in-Parks licence that would cost the organisation £50 per year.

It was proposed to agree to yoga in the park in principal but at no cost, administrative involvement or liability to Peacehaven Town Council, and subject to the Commercial-Health-Fitness-Activities-in-Parks Licence, and it was suggested the organisation look into the PTC grant.

Proposed: Cllr Griffiths      Seconded by: Cllr Harman

1 member abstained.

The motion was **carried**.

### **13. LA 1050 TO NOTE WATER COST UPDATE REPORT**

The Parks Officer updated committee on the ways in which water usage had decreased, and that plans for phase 2 of the Hub included water harvesting from the roof.

Members discussed ways to decrease water usage, including the harvesting system at the orchard, and it was commented that the increased water cost was due to the unit cost increase.

The Parks Officer reminded committee of costs involved in water savings, and that natural water saving options would be looked at, for instance a change of grass seeds and wetting agents.

The report was **noted**.

### **14. LA 1051 TO AGREE WAR MEMORIAL RESURFACING**

Discussion around different options and colours took place, and the Meetings and Projects Officer confirmed that the cost would be put forward at budget setting, which would mean the project may go ahead in the new financial year.

It was proposed to agree to resin, as per quote A, as the resurfacing material for the war memorial.

Proposed by: Cllr Gallagher      Seconded by: Cllr Wood

All in **favour**.

### **15. LA 1052 TO NOTE THE HUB PHASE 2 SURVEY**

The Parks Officer commented that the Meetings & Projects Officers report to take precedence.

Cllr Gallagher updated committee on the commented that the data was difficult to read in the report, suggested that the Public Consultation presentation in colour be emailed to members, and commented that the responses from the survey would be progressed.

The survey was **noted**.

### **16. LA 1053 TO AGREE TO PUBLICISE THE CONSULTATION FOR HOWARD PARK**

Cllr Campbell requested to be removed from the TFG.

The Meetings and Projects Officer presented the digital version of the consultation on the screen, and members suggested that the drawn ammonite was replaced with an ammonite image.

It was proposed to agree to publicising the public consultation.

Proposed by: Cllr Gallagher      Seconded by: Cllr Griffiths

All in **favour**.

### **17. LA 1054 TO RECEIVE UPDATES FROM TASK AND FINISH GROUPS (TFGS)**

#### **I. Business Plan Sports Survey**

Cllr Gallagher expressed this TFG related to the business plan, that LDC were progressing areas related to sport, and suggested a PTC public consultation should not be carried out if there was no available money. The Parks Officer outlined the LDC survey that was being carried out.

It was proposed to close the TFG and recommend to Council that the related item be removed from the Business Plan.

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

- II. Business Plan accessibility of amenities  
No update was made.

- III. Green Spaces Infrastructure  
Cllr Gallagher expressed this was a planning document; that the 'green' related to low carbon and active travel; that it was a tool for the Parks Officer and the Council, for example, information on green eco equipment being used and green data; and was a useful document for the future data collection purposes.

It was proposed to close the TFG.

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

Cllr Campbell suggested adding an extra column on the spreadsheet to mark out the areas of biodiversity.

- IV. Howard Park Phase 2  
It was commented that an update had been made.

- V. The Hub Consultation Survey Results  
It was commented that an update had been made, and Cllr Gallagher commented that a stakeholder meeting was in the pipeline.

**18. LA1055 TO CONFIRM DATE OF NEXT MEETING AS THE 2<sup>nd</sup> DECEMBER 2025**

The date of the next meeting was confirmed.

*There being no further business the meeting ended at 20:53.*