

George Dyson
Town Clerk

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Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

DRAFT Minutes of the meeting of the Leisure & Amenities (L&A) Committee meeting held in the Anzac Room, Community House on Tuesday 24th March 2025 at 7:30pm.

Present: Cllr Studd (Vice Chair), Cllr Gallagher, Cllr Fabry, Cllr Griffiths, Cllr Harman.

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

There were no members of the public in attendance.

1. LA1087 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:30, 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 and of the public questions procedure.

2. LA1088 PUBLIC QUESTIONS.

There were no public questions.

3. LA1089 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

The Chair expressed that an apology had been received from Cllr Sharkey.

4. LA1090 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. LA1091 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 13TH JANUARY 2026

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

6. LA1092 TO NOTE THE BUDGET UPDATE

Cllr Gallagher questioned whether there was plenty of fertiliser in stock, and the Parks Officer expressed it was 'buy and use' and mentioned the six-year football foundation funding which helped fund the football pitch works.

The budget was **noted**.

7. LA1093 TO NOTE ACTION PLAN

Cllr Gallagher queried the sauna item, and the Parks Officer expressed it was going back to P&F with a second financial proposal.

The Action Plan was **noted**.

8. LA1094 TO NOTE ALLOTMENTS UPDATE INCLUDE UPDATING THE ALLOTMENT POLICY

The Parks Officer expressed that two non-payment evictions had been sent out, outlined the details and expressed that everyone else had paid. The Parks Officer commented that the policy was to be considered as it was up for review, and that no changes had been made since February 2023.

It was proposed to agree the allotment policy, subject to updating the committee name to Leisure and Amenities.

Proposed by: Cllr Gallagher **Seconded by:** Cllr Harman

All in **favour**

9. LA1095 TO NOTE THE COMPLAINTS LOG

The Parks Officer updated committee about the vandalism at the allotments on 2 or 3 plots. Cllr Studd suggested dummy CCTV, whereby it was discussed that costs and privacy would be an issue.

The Complaints Log was **noted**.

10. LA1096 TO RECEIVE UPDATES FROM TASK AND FINISH GROUPS (TFGS)

I. BUSINESS PLAN - ACCESSIBILITY OF AMENITIES

There were no updates.

II. HOWARD PARK PHASE 2

The Meetings & Projects updated committee that the consultation was due to end at the end of March 2026, a TFG meeting was scheduled for April, and that the results would be reported to committee.

III. THE HUB CONSULTATION SURVEY RESULTS

It was proposed to close the TFG.

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

11. LA1097 TO NOTE PUMP TRACK PROJECT

The Parks Officer introduced the report and expressed it unlikely that the track would be ready for Easter.

The report was **noted**.

12. LA1098 TO DECIDE ON THE SHREDDER REPAIR OR PURCHASE

The Parks Officer outlined the success of the chipper to-date, and that by accident the engine had broken, which would not be worth claiming on insurance. Members discussed it being traded in, queried its expected longevity, and how to mitigate a similar incident. The Parks Officer raised that after the accident the grounds team had been briefed on health & safety and that it was not to be operated on a bank again, as it was a serious incident.

It was proposed to purchase a new machine.

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

13. LA1099 TO AGREE TO THE EPINAY PARK CIL BID WORDING

It was proposed to use the wording, subject to the including the number Chalkers Rise homes, and the words accessible and inclusive items.

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

14. LA 1100 TO CONFIRM DATE OF NEXT MEETING AS THE 19TH MAY 2026

The date of the next meeting was confirmed.

There being no further business the meeting ended at 19:52.

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| | | | |
|----------------------|---------------------------|---------------------|--------------------------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1107 |
| Meeting date: | 19 th May 2026 | Authors: | Parks officer/ Finance officer |
| Subject: | Budget Update | | |
| Purpose: | To note | | |

Recommendation(s):
To note this report

1. Background

Each year the L&A committee in conjunction with the finance officer and parks officer agree a budget for running the amenity areas owned by PTC, this includes a forecast on the income expected to be paid.

The budget update shows income and expenditure to date against the budget set.

2. Options for Council

If you have any questions that need answering, could you please email them to the financeofficer@peacehaventowncouncil.gov.uk and she will endeavour to do so for you.

3. Reason for recommendation

The committee are expected to keep informed on the usage of the budget.

4. Implications

| | |
|--------------------------------------|------------|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | Budget use |
| 5.4 Time scales | |
| 5.5 Stakeholders & Social Value | |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

Detailed Income & Expenditure by Budget Heading 06/05/2026

Month No: 1

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 300 <u>Grounds Team General Exp</u> | | | | | | | |
| 4011 Training | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4202 Repairs/Maintenance of Vehicle | 0 | 7,500 | 7,500 | | 7,500 | 0.0% | |
| 4203 Fuel | 44 | 5,500 | 5,456 | | 5,456 | 0.8% | |
| 4204 Road Fund License | 0 | 600 | 600 | | 600 | 0.0% | |
| 4206 Vehicle Reserve | 0 | 10,000 | 10,000 | | 10,000 | 0.0% | |
| 4305 Uniform | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| Grounds Team General Exp :- Indirect Expenditure | 44 | 26,600 | 26,556 | 0 | 26,556 | 0.2% | 0 |
| Net Expenditure | (44) | (26,600) | (26,556) | | | | |
| 310 <u>Sports Park</u> | | | | | | | |
| 1025 Rent & Service Football | 182 | 3,360 | 3,178 | | | 5.4% | |
| 1026 Rent & Service Bowls | 1,785 | 6,896 | 5,111 | | | 25.9% | |
| 1041 S/P Telephone Masts | 0 | 7,672 | 7,672 | | | 0.0% | |
| 1043 S/P Football Pitches | (160) | 3,000 | 3,160 | | | (5.3%) | |
| 1060 Water Usage | 100 | 0 | (100) | | | 0.0% | |
| 1061 S/P Court Hire | 69 | 740 | 671 | | | 9.3% | |
| Sports Park :- Income | 1,976 | 21,668 | 19,692 | | | 9.1% | 0 |
| 4111 Electricity | (205) | 3,000 | 3,205 | | 3,205 | (6.8%) | |
| 4131 Rates | 931 | 2,500 | 1,569 | | 1,569 | 37.2% | |
| 4160 Changing Places Costs | (67) | 700 | 767 | | 767 | (9.5%) | |
| 4161 Cleaning Costs | 2,314 | 12,500 | 10,186 | | 10,186 | 18.5% | |
| 4164 Trade Refuse | 705 | 3,000 | 2,295 | | 2,295 | 23.5% | |
| 4171 Grounds Maintenance Costs | 201 | 10,000 | 9,799 | | 9,799 | 2.0% | |
| Sports Park :- Indirect Expenditure | 3,880 | 31,700 | 27,820 | 0 | 27,820 | 12.2% | 0 |
| Net Income over Expenditure | (1,905) | (10,032) | (8,127) | | | | |
| 315 <u>Big Park</u> | | | | | | | |
| 1329 Advertising Income | 0 | 2,000 | 2,000 | | | 0.0% | |
| Big Park :- Income | 0 | 2,000 | 2,000 | | | 0.0% | 0 |
| 4101 Repair/Alteration of Premises | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4102 Maintenance of Buildings | 0 | 500 | 500 | | 500 | 0.0% | |
| 4111 Electricity | (111) | 1,000 | 1,111 | | 1,111 | (11.1%) | |
| 4112 Gas | 27 | 1,000 | 973 | | 973 | 2.7% | |
| 4121 Rents | 3,670 | 15,500 | 11,830 | | 11,830 | 23.7% | |
| 4131 Rates | 0 | 6,052 | 6,052 | | 6,052 | 0.0% | |
| 4166 Skip Hire | 315 | 1,000 | 685 | | 685 | 31.5% | |
| 4173 Fertilisers & Grass Seed | 360 | 4,800 | 4,440 | | 4,440 | 7.5% | 360 |

Detailed Income & Expenditure by Budget Heading 06/05/2026

Month No: 1

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4303 Machinery Mtce/Lease | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4329 Advertising | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| Big Park :- Indirect Expenditure | 4,261 | 40,852 | 36,591 | 0 | 36,591 | 10.4% | 360 |
| Net Income over Expenditure | (4,261) | (38,852) | (34,591) | | | | |
| 6000 plus Transfer from EMR | 360 | 0 | (360) | | | | |
| Movement to/(from) Gen Reserve | (3,901) | (38,852) | (34,951) | | | | |
| <u>316 Gateway Cafe</u> | | | | | | | |
| 1025 Rent & Service Football | 747 | 9,643 | 8,896 | | | 7.7% | |
| 1092 Electricity Feed-in Tariff | (118) | 0 | 118 | | | 0.0% | |
| 1111 Electricity | 118 | 10,000 | 9,882 | | | 1.2% | |
| Gateway Cafe :- Income | 747 | 19,643 | 18,896 | | | 3.8% | 0 |
| 4101 Repair/Alteration of Premises | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| 4111 Electricity | (345) | 10,000 | 10,345 | | 10,345 | (3.4%) | |
| 4115 CCTV Maintenance | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4116 Servicing / Maintenance | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4326 Telephones | 0 | 240 | 240 | | 240 | 0.0% | |
| Gateway Cafe :- Indirect Expenditure | (345) | 16,240 | 16,585 | 0 | 16,585 | (2.1%) | 0 |
| Net Income over Expenditure | 1,092 | 3,403 | 2,311 | | | | |
| <u>325 Highways</u> | | | | | | | |
| 1022 Planter Advertising | 0 | 1,100 | 1,100 | | | 0.0% | |
| 1051 A1 Boards | 0 | 1,100 | 1,100 | | | 0.0% | |
| Highways :- Income | 0 | 2,200 | 2,200 | | | 0.0% | 0 |
| 4851 Noticeboards | 0 | 650 | 650 | | 650 | 0.0% | |
| 4852 Monument & War Memorial | 0 | 600 | 600 | | 600 | 0.0% | |
| 4853 Street Furniture | 0 | 600 | 600 | | 600 | 0.0% | |
| Highways :- Direct Expenditure | 0 | 1,850 | 1,850 | 0 | 1,850 | 0.0% | 0 |
| 4101 Repair/Alteration of Premises | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4111 Electricity | 0 | 1,932 | 1,932 | | 1,932 | 0.0% | |
| 4171 Grounds Maintenance Costs | 175 | 500 | 325 | | 325 | 35.0% | |
| 4850 Grass Cutting Contract | 20,842 | 20,842 | (0) | | (0) | 100.0% | |
| Highways :- Indirect Expenditure | 21,017 | 25,774 | 4,757 | 0 | 4,757 | 81.5% | 0 |
| Net Income over Expenditure | (21,017) | (25,424) | (4,407) | | | | |

Detailed Income & Expenditure by Budget Heading 06/05/2026

Month No: 1

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 330 Parks & Open Spaces | | | | | | | |
| 1044 Hire of the Dell | 2,910 | 4,500 | 1,590 | | | 64.7% | |
| 1050 Allotment Rent | 30 | 2,650 | 2,620 | | | 1.1% | |
| 1303 Water Charges | 110 | 0 | (110) | | | 0.0% | |
| Parks & Open Spaces :- Income | 3,050 | 7,150 | 4,100 | | | 42.7% | 0 |
| 4050 Allotment Costs | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4104 Vandalism Repairs | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4105 Tree Works | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4106 Signage | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| Parks & Open Spaces :- Direct Expenditure | 0 | 9,500 | 9,500 | 0 | 9,500 | 0.0% | 0 |
| 4101 Repair/Alteration of Premises | 1,481 | 5,000 | 3,519 | | 3,519 | 29.6% | |
| 4141 Water Services | 0 | 7,000 | 7,000 | | 7,000 | 0.0% | |
| 4164 Trade Refuse | 0 | 500 | 500 | | 500 | 0.0% | |
| 4169 Play Equipment Reserve | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4171 Grounds Maintenance Costs | 238 | 4,000 | 3,762 | | 3,762 | 6.0% | |
| 4301 Purchase of Furniture/Equipmen | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| Parks & Open Spaces :- Indirect Expenditure | 1,719 | 24,000 | 22,281 | 0 | 22,281 | 7.2% | 0 |
| Net Income over Expenditure | 1,331 | (26,350) | (27,681) | | | | |
| 355 The Hub | | | | | | | |
| 1084 Sports Pavilion | 2,007 | 18,548 | 16,541 | | | 10.8% | |
| 1111 Electricity | 0 | 300 | 300 | | | 0.0% | |
| 1112 Gas | 0 | 300 | 300 | | | 0.0% | |
| 1303 Water Charges | 13 | 160 | 148 | | | 7.8% | |
| 1355 Wifi | 18 | 210 | 193 | | | 8.3% | |
| The Hub :- Income | 2,037 | 19,518 | 17,481 | | | 10.4% | 0 |
| 4175 Music Licence | 0 | 418 | 418 | | 418 | 0.0% | |
| The Hub :- Direct Expenditure | 0 | 418 | 418 | 0 | 418 | 0.0% | 0 |
| 4101 Repair/Alteration of Premises | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4103 Annual Servicing Costs | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4111 Electricity | (182) | 3,000 | 3,182 | | 3,182 | (6.1%) | |
| 4112 Gas | 68 | 3,000 | 2,932 | | 2,932 | 2.3% | |
| 4177 Hub Reserve | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4355 Wifi | 0 | 420 | 420 | | 420 | 0.0% | |
| The Hub :- Indirect Expenditure | (114) | 15,920 | 16,034 | 0 | 16,034 | (0.7%) | 0 |
| Net Income over Expenditure | 2,152 | 3,180 | 1,028 | | | | |

Detailed Income & Expenditure by Budget Heading 06/05/2026

Month No: 1

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|-------------------------|
| Grand Totals:- Income | 7,810 | 72,179 | 64,369 | | | 10.8% | |
| Expenditure | 30,462 | 192,854 | 162,392 | 0 | 162,392 | 15.8% | |
| Net Income over Expenditure | (22,652) | (120,675) | (98,023) | | | | |
| plus Transfer from EMR | 360 | 0 | (360) | | | | |
| Movement to/(from) Gen Reserve | (22,292) | (120,675) | (98,383) | | | | |

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| | | | |
|----------------------|---------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1108 |
| Meeting date: | 19 th May 2026 | Authors: | Parks Officer |
| Subject: | Action Plan | | |
| Purpose: | To note | | |

Recommendation(s):

To note this report

1. Background

The action plan was created to allow Councillors and the public to keep up to date on the current projects under the L, A&E committee.

2. Options for Council

To note this report

3. Reason for recommendation

The action plan enable the committee to monitor how projects are progressing.

4. Expected benefits.

a. The community

- All projects are carried out to make changes to the amenity areas to improve the community's enjoyment of the areas.

b. The environment

- This is to be considered for every project
- Net zero co2 target for 2030

5. Implications

6.

| | |
|--------------------------------------|-----|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | |
| 5.4 Time scales | |
| 5.5 Stakeholders & Social Value | yes |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

7. Values & priorities alignment

| | |
|--|-------------------------------------|
| Which of the Core Values does the recommendation demonstrate? | |
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input checked="" type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

| |
|---|
| 6.7 Which business plan item(s) does the recommendation relate to? |
| |

8. Appendices

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| | | | |
|----------------------|---------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1109 |
| Meeting date: | 19 TH May 2026 | Authors: | Parks officer |
| Subject: | Allotment update | | |
| Purpose: | To Note this report | | |

Recommendation(s):

- I. To Note this report

1. Background

PTC took over the ownership and management of the allotments from LDC.

This includes taking in the subscriptions, inspecting the allotments, maintaining the supply of water, and dealing with any issues arising. there are currently 76 small plots and 10 large plots.

Inspection

An inspection was carried out April 27th, 2026, by the Parks Officer and Tom James (assistant) this inspection found 6 plots which failed to adhere to the T&c's. Informal Warning Letters have been sent to these tenants and a follow-up inspection will take place at the appropriate time.

Perimeter fencing

We have had several incidences of youths being disruptive on the allotments and breaking into sheds and greenhouses so we are investigating the cost for replacing the fencing on 3 sides of the allotments and the gates with security fencing. These quotes will be bought to the L&A committee when we have received them.

2. Options for Council

To Note this report

Reason for recommendation

No decisions required

3. Implications

| | |
|---------------|--|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | |

| | |
|--------------------------------------|-----|
| 5.4 Time scales | |
| 5.5 Stakeholders & Social Value | YES |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | YES |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | |
| 5.10 Biodiversity | YES |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

4. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

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| | | | |
|----------------------|---------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1110 |
| Meeting date: | 19 th May 2026 | Authors: | Parks Officer |
| Subject: | Complaints update | | |
| Purpose: | To note | | |

Recommendation(s):

To note this report

1. Background

All complaints are logged onto the server so we can make sure they are dealt with efficiently.

2. Options for Council

To note this report

3. Reason for recommendation

No decision required.

4. Expected benefits

a. The community

Making sure complaints are dealt with effectively

b. The environment

c. Other

5. Implications

| | |
|--------------------------------------|-----|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | |
| 5.4 Time scales | yes |
| 5.5 Stakeholders & Social Value | yes |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | |
| 5.8 Crime & Disorder | yes |
| 5.9 Health & Safety | yes |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

6. Values & priorities alignment

| | |
|--|-------------------------------------|
| Which of the Core Values does the recommendation demonstrate? | |
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input checked="" type="checkbox"/> |
| 6.6 Valuing the environment | <input type="checkbox"/> |

6.7 Which business plan item(s) does the recommendation relate to?

7. Appendices

LA 1110

| | | | | | | | |
|-----|------------|-------|----------------|----------------------|--|---|--------|
| 675 | 08/04/2026 | Phone | Misc/ Other | Overhanging foliage | Overhanging tree branches into garden | Grounds Team made aware | Closed |
| 676 | 09/04/2026 | Phone | Centenary Park | Misc/Other | Received call from the café that customers complaining of dirty toilets and no toilet paper | Toilet paper sought | Closed |
| 677 | 10/04/2026 | Email | Misc/ Other | Antisocial behaviour | resident complained about kids playing on the grass areas in Bovis homes site | recommended they report it to the police | Closed |
| 679 | 25/04/2026 | Email | The Hub | Environmental Health | resident complained about the noise created from a drumming group hiring the hub on a weekly basis for 1.5 hours at 7pm on a Friday. | info officer contacted the drumming group who reported that a man had been verbally aggressive to them recently regarding there sessions. This group has been hiring the hub for about a year without incident or complaint, the resident lives in west view close which is 130 metres away from the hub to his property. we have not received any complaints from residents in Gladys Ave properties which are only 77 metres away from the hub. | |

| | | | | | | | |
|-----|------------|---------------|----------------|----------------------|--|--|-----------------|
| 680 | 30/04/2026 | Email | Misc/ Other | Antisocial behaviour | repeat request for no ball games/ antisocial behaviour signs within the Bovis estate | parks officer replied informing them no signs will be erected at this time and if there is anti-social behaviour this should be reported to the police | Closed |
| 681 | 30/04/2026 | Email | Allotments | Overgrown paths | complaint regarding a small branch fallen across a path after the recent windy weather | parks officer explained the plot holder would probably retie the branch up when they are next on site | Closed |
| 682 | 05/05/2026 | Raised by PTC | Misc/ Other | Vandalism | bus shelter at Slindon Ave bus shelter broken glass panel | broken glass cleared. | closed |
| 683 | 05/05/2026 | Phone | Allotments | Vandalism | more break-ins on the allotment's plots inc plot 36 shed, this has been reported to the police | police contacted to ask if they had any officers available to come on site in the evenings | Open |
| 684 | 05/05/2026 | Email | Centenary Park | Vandalism | fencing is down and litter/glass. Fences thrown around and climbed over. Pump track being used. | forwarded to Parks who contacted LDC as they are the clients for this project, fencing to be removed this week | Referred to LDC |
| 685 | 05/05/2026 | In Person | Allotments | Antisocial behaviour | Councillor Gallagher reported receiving a complaint from a resident who backs on to the allotments about youth causing a noise disturbance | Parks officer explained that residents need to contact the police to report this as they require a record of these events before they will attend the area regularly | Open |

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|----------------------|------------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1111 |
| Meeting date: | 19 th May 2026 | Authors: | Parks officer |
| Subject: | Business plan review | | |
| Purpose: | To review the business plan. | | |

Recommendation(s):

To review and update the business plan

1. Background

THE BUSINESS PLAN

Our vision: Peacehaven aims to be a sustainable environment providing a good quality of life for all residents and visitors.

Our mission: To ensure Peacehaven remains a thriving community and a healthy, sustainable, attractive, resilient place to work, live and visit. To encourage vibrant retail and cultural development that blends with our special and distinctive environment. To listen to our community and encourage residents to engage, educate and evaluate us.

Core Values Increasing pressures on finances mean that it is more important than ever that Peacehaven Town Council focuses on the things that matter most to Peacehaven. The following priorities aim to ensure that we gain the most use from our resources.

Empowering and supporting the community Support a resilient, inclusive, and healthy community, tackle inequalities, and promote the safety of the community.

Growing the economy sustainably Work with others to support sustainable growth and a strong community, ensure Peacehaven is a great place to invest in, live, work, and visit, and that Peacehaven Town Council is committed to being a responsible employer.

Helping children and young people Support and inspire children and young people to raise their aspirations and reach their full potential.

Improving the quality of life for residents and visitors to Peacehaven Endeavour to address the needs of residents within the resources and powers available to Peacehaven Town Council.

Supporting residents in need Provide support in times of need and improve quality of life.

Valuing the environment Promote sustainability and nature recovery, improve our infrastructure, safeguard our heritage and biodiversity.

2. Options for Council

To review the business plan

3. Reason for recommendation

To keep the business plan up to date and on target for completion

4. Expected benefits

5. Implications

| | |
|--------------------------------------|--|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | |
| 5.4 Time scales | |
| 5.5 Stakeholders & Social Value | |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

6. Values & priorities alignment

| | |
|--|--------------------------|
| Which of the Core Values does the recommendation demonstrate? | |
| 6.1 Empowering and supporting the community | <input type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input type="checkbox"/> |

6.7 Which business plan item(s) does the recommendation relate to?



| | | | |
|----------------------|---------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1112 |
| Meeting date: | 19 th May 2026 | Authors: | Parks Officer |
| Subject: | Task and finish groups | | |
| Purpose: | To agree | | |

Recommendation(s):

The committee are asked to receive any verbal updates from the TFG's

1. Background

Task and finish groups are set up to help enable a task to be completed and once this has been successful, they are ended. verbal updates on any progress can be given at this point of the meeting

Current TFG's

- I. BUSINESS PLAN - ACCESSIBILITY OF AMENITIES,
- II. HOWARD PARK PHASE 2

2. Options for Council

To receive any verbal updates

3. Reason for recommendation

4. Implications

| | |
|--------------------------------------|-----|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | yes |
| 5.4 Time scales | |
| 5.5 Stakeholders & Social Value | yes |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | yes |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | yes |

5. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input checked="" type="checkbox"/> |
| 6.6 Valuing the environment | <input type="checkbox"/> |

| |
|---|
| <p>6.7 Which business plan item(s) does the recommendation relate to?</p> <p>L&A</p> |
|---|

George Dyson
Town Clerk

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✉ TownClerk@peacehaventowncouncil.gov.uk



Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

| | | | |
|----------------------|--|---------------------|-----------------------------|
| Committee: | Leisure & Amenities | Agenda Item: | LA 1112 ii |
| Meeting date: | 19th May 2026 | Authors: | Meetings & Projects Officer |
| Subject: | Howard Peace Park Phase 2 Consultation Results | | |
| Purpose: | To agree to progress Howard Peace Park Phase 2 | | |

Recommendation(s):

To agree to progressing the project

1. Background

The Howard Peace Park Ammonite Plaque consultation ran from 12th January 2026 – 31st March 2026. 39 submissions were received.

An overview of the results can be found here: <https://tinyurl.com/howardpeacepark> (also shown as appendix A).

Also attached is a spreadsheet with the submissions (appendix B).

Please note that, due to the submission of paper answers (14 of them), where answers were not prioritised as suggested, questions 11 and 12 are not a true reflection of the results.

The TFG met 17th April and discussed that, with the support of the consultation, the project can progress to seeking funding and artist support.

2. Options for Council

To agree to the project progressing to seek funding and artist support.

To agree to progress the project another route.

To not proceed with the project.

3. Reason for recommendation

To use the consultation results to progress the project.

4. Expected benefits

An enhancement of the park could lead to higher, more diverse usage across different age groups, and enhance community cohesion.

5. Implications

| | |
|-----------|---|
| 5.1 Legal | - |
| 5.2 Risks | - |

| | |
|--------------------------------------|---|
| 5.3 Financial | Funding will be sought |
| 5.4 Time scales | If agreed, Officer will progress the project straightaway |
| 5.5 Stakeholders & Social Value | An enhancement of the amenity for the community |
| 5.6 Contracts | Not at this stage |
| 5.7 Climate & Sustainability | To be reported on throughout the project |
| 5.8 Crime & Disorder | An enhancement of the area may go towards reducing antisocial behaviour |
| 5.9 Health & Safety | Risk assessments will be adhered to |
| 5.10 Biodiversity | To be reported on throughout the project |
| 5.11 Privacy Impact | Adhere to policy |
| 5.12 Equality & Diversity | The project will be accessible to all |

6. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

7. Which business plan item(s) does the recommendation relate to?

-

8. Appendices

Appendix A - Overview of the Consultation Results

Appendix B – Spreadsheet of Consultation Submissions

LA 1112 ii

Ammonite-Shape Plaque Area-Howard Peace Park, BN10. Consultation - Peacehaven Town Council

39 Responses 09:07 Average time to complete Closed Status

1. **How supportive are you of the idea of a plaque-based area in the park?** The image shown is a photo of an ammonite fossil found in Peacehaven

| | |
|-----------------------|----|
| ● Very supportive | 26 |
| ● Somewhat supportive | 7 |
| ● Neutral | 1 |
| ● Somewhat opposed | 0 |
| ● Strongly opposed | 4 |



2. **What is your overall opinion on adding this type of feature to public parks?**

34 Responses

Latest Responses
"Agreed. A local feature."
"Fabulous idea!"

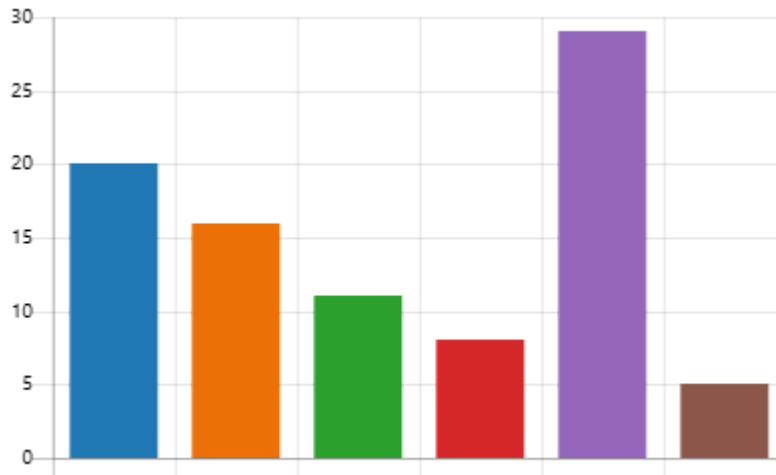
3. **Would be interested in purchasing a plaque on the ammonite for a loved one?**

| | |
|---------|----|
| ● Yes | 13 |
| ● No | 12 |
| ● Maybe | 11 |
| ● Other | 2 |



4. What should be the primary purpose of the plaque area? (Select all that apply)

- Honouring local historical eve... 20
- Commemorating individuals (... 16
- Promoting cultural awareness 11
- Celebrating local achievements 8
- Providing a space for local resi... 29
- Other 5



5. Are there specific individuals, groups, or events you believe should be recognised in this space?

24 Responses

Latest Responses

"Original trail blazers of early Peacehaven"

"N/A"

6. What are your thoughts on the proposed location for the area within the park?

28 Responses

Latest Responses

"I find the proposed site acceptable."

"Location is great"

7. Please outline your suggestions regarding the design, layout, or materials to be used

23 Responses

Latest Responses

"I hope the feature actually resembles our Peacehaven gia..."

"Ammonite is a good design."

"Simple, ample space to use for others, light in colour."

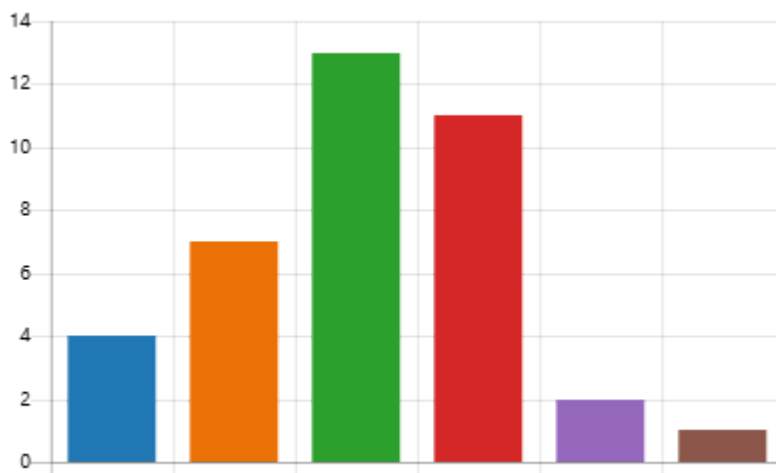
8. How important is it that the area blends in with the park's existing natural or recreational elements?

| | |
|----------------------|----|
| ● Very important | 22 |
| ● Somewhat important | 12 |
| ● Not important | 2 |
| ● Other | 1 |



9. How often do you visit Howard Peace Park

| | |
|-----------|----|
| ● Daily | 4 |
| ● Weekly | 7 |
| ● Monthly | 13 |
| ● Rarely | 11 |
| ● Never | 2 |
| ● Other | 1 |



10. **Would you personally visit or use the plaque area if it were installed?**

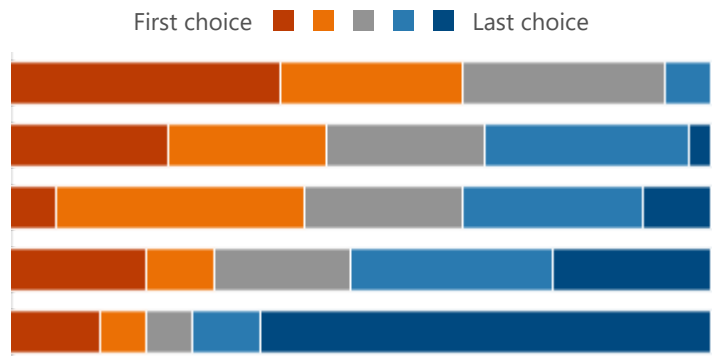
| | |
|---|----|
| ● Yes | 24 |
| ● No | 5 |
| ● Unsure | 6 |
| ● Other | 3 |



11. **What features would make the space more inviting or meaningful to you? (Rank in order or priority, with the top item being the highest priority)**

Rank Options

| | |
|---|-------------------------------|
| 1 | Educational signage |
| 2 | Shade |
| 3 | QR codes for more info |
| 4 | Audio guide or spoken history |
| 5 | Other |



12. **Please elaborate if you answered 'Other' about features that would make the space more inviting or meaningful**

17
Responses

Latest Responses

"Officer inputted electronic version of the comment from lo..."
 "Original Paper version inputted by Officer. No answer pro..."

13. **What are your thoughts about the impact of this initiative on the park?**

28
Responses

Latest Responses

"I feel it would make Howard Park more known to local ind..."
 "It brings more ways to bring the community together"

14. How should the community be involved in maintaining or updating the area over time?

21 Responses

Latest Responses

"Community to be able to add their own 'in memoriam' (al..."

15. Would you be interested in being involved voluntarily in maintaining the area?

- Yes 1
- No 16
- Maybe 18
- Other 3



16. Do you have any additional suggestions, questions, or concerns about the proposed plaque area?

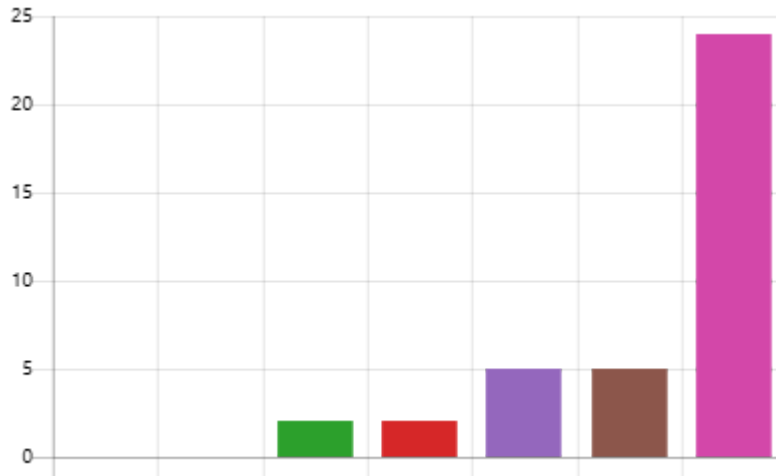
11 Responses

Latest Responses

"Could it be lit nicely??"

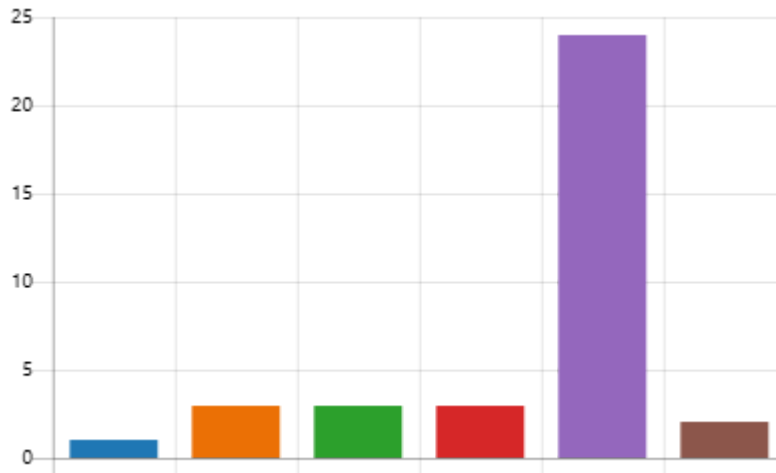
17. What is your age group?

| | |
|------------|----|
| ● Under 18 | 0 |
| ● 18-24 | 0 |
| ● 25-34 | 2 |
| ● 35-44 | 2 |
| ● 45-54 | 5 |
| ● 55-64 | 5 |
| ● 65+ | 24 |



18. How long have you lived in the local area?

| | |
|--|----|
| ● Less than 1 year | 1 |
| ● 1-5 years | 3 |
| ● 6-10 years | 3 |
| ● 11-20 years | 3 |
| ● More than 20 years | 24 |
| ● Other | 2 |



19. Do you identify with any cultural, historical, or community groups that you feel should be represented in this initiative?

13
Responses

Latest Responses

"Women - witchcraft/witcha type history? LGBTQ+ Women..."



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| ID | How supportive are you of the idea of a plaque-based area in the park? The image shown is a photo of an ammonite fossil found in Peacehaven | What is your overall opinion on adding this type of feature to public parks? | Would be interested in purchasing a plaque on the ammonite for a loved one? | What should be the primary purpose of the plaque area? (Select all that apply) | Are there specific individuals, groups, or events you believe should be recognised in this space? | What are your thoughts on the proposed location for the area within the park? | Please outline your suggestions regarding the design, layout, or materials to be used | How important is it that the area blends in with the park's existing natural or recreational elements? | How often do you visit Howard Peace Park | Would you personally visit or use the plaque area if it were installed? | What features would you like to see more of? (Rank in order of priority, with the top item being the highest priority) | Please elaborate if you answered 'Other' about features that would make the space more inviting or meaningful or space more inviting or meaningful | What are your thoughts about the impact of this initiative on the park? | How should the community be involved in maintaining or updating the area over time? | Would you be interested in being involved voluntarily in maintaining the area? | Do you have any additional suggestions, questions, or concerns about the proposed plaque area? | What is your age group? | How long have you lived in the local area? | Do you identify with any cultural, historical, or community groups that you feel should be represented in this initiative? |
|----|---|---|---|---|--|---|--|--|--|---|--|--|---|---|--|--|-------------------------|--|--|
| 1 | Very supportive | Helps shapes and themes the open space which is a busy thoroughfare | Maybe | Providing a space for local residents to reflect or remember; Celebrating local achievements; Promoting cultural awareness; Commemorating individuals (e.g., veterans, community leaders); Honouring local historical events; | Felix Powell, who composed the music to "pack up your troubles" sadly here took his life not far from peace park | Ideal | Natural materials and some planting around the area to shield and give privacy | Very important | Weekly | Yes | QR codes for more info; Shade; Educational signage; Audio guide or spoken history; Other; | Suitable seating | Dine right there should be no negative aspects | Would be nice to see a volunteer group involved in maintaining the area | Maybe | | 55-64 | More than 20 years | RBL |
| 2 | Very supportive | Interesting idea | Yes | Providing a space for local residents to reflect or remember; Celebrating local achievements; Promoting cultural awareness; Honouring local historical events; Commemorating individuals (e.g., veterans, community leaders); | | Good area | | Very important | Monthly | Yes | Audio guide or spoken history; QR codes for more info; Educational signage; Shade; Other; | | | | No | | 65+ | More than 20 years | |
| 3 | Very supportive | Great idea as it provides a memorial for those who can't afford a bench. | Maybe | Providing a space for local residents to reflect or remember; | Peacehaven residents | Perfect | Needs to look similar to an ammonite but flat on the ground. Could be multi coloured. Not just white. | Very important | Not for a year | Yes | Shade; QR codes for more info; Educational signage; Audio guide or spoken history; Other; | | Would celebrate the natural history of Peacehaven. Educational information about our ammonites can be provided. Not many know they exist. | Yes. Cleaning and weeding. | Don't live in Peacehaven now so would only visit occasionally | | 65+ | Was 9 years. Moved away now | |
| 4 | Strongly opposed | Fine in a park that is used more, who uses Howard park? Not enough footfall, waste of money putting that there. Spend more money on the big park where this sort of thing will be seen. | No | | No | | Vandalism proof. Nothing that can get burnt or smashed up. No CCTV down there so I'm surprised there isn't more damage, but the more nice things you add the more attention the park will get and it will no longer be a peace park. | Very important | Rarely | No | Shade; Educational signage; QR codes for more info; Audio guide or spoken history; Other; | | Waste of money | | No | | 35-44 | More than 20 years | |
| 5 | Very supportive | Love the idea in certain parks | Maybe | Providing a space for local residents to reflect or remember; | Non I can think of | Ideal | Keep to as natural as possible | Very important | Weekly | Yes | QR codes for more info; Educational signage; Audio guide or spoken history; Shade; Other; | | | | Maybe | | 65+ | More than 20 years | No |
| 6 | Somewhat supportive | Love the idea, but is it a target for vandalism? | Yes | Providing a space for local residents to reflect or remember; | | Good location | It needs to be resistant to vandalism, sadly | Very important | Weekly | Possibly | Audio guide or spoken history; Educational signage; QR codes for more info; Shade; Other; | | I think it's a positive thing to do, will give people somewhere to reflect and focus on inner peace if and when they need it | Presume that will be down to volunteers | Maybe | Would there be CCTV installed nearby to try to protect it? | 55-64 | 1-5 years | Not presently |
| 7 | Somewhat supportive | Ok so long as it's not a plaque that is dedicated to people who may have done questionable things such as war "heros", royals or politicians | Yes | Providing a space for local residents to reflect or remember; | Just normal people who have been loved and lost | Fine | Keep it looking natural and not too tall | Very important | Monthly | Unsure | Other; Educational signage; Shade; Audio guide or spoken history; QR codes for more info; | I don't think it needs anything. Maybe a bench and an info plaque about the fossil. | Should be ok unless vandalised | Not sure | No | Peacehaven is very divided at the moment (mostly by racist idiots with flags) - I would be concerned it could be another thing they use to make people feel unwelcome here. So stay away from anything political or war related. | 25-34 | 1-5 years | |

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|----|---|---|---|---|--|---|---|--|--|---|--|--|--|--|--|--|-------------------------|--|--|
| 8 | Very supportive | Focus on what the town is renowned for | Maybe | Honouring local historical events; Commemorating individuals (e.g., veterans, community leaders); Promoting cultural awareness; Providing a space for local residents to reflect or remember; | | Seems good | Sustainable materials | Somewhat important | Rarely | Yes | Audio guide or spoken history; Educational signage; QR codes for more info; Shade; Other; | | Peacehaven doesn't have a cemetery so this remembrance area would compensate | | No | | 65+ | More than 20 years | |
| 9 | Somewhat supportive | It's a good idea for raising peoples awareness of, in this case, local geology which is of national importance. It could be educational - a stop-off for classes venturing to the undercliff and shoreline. | Yes | To celebrate the importance to science of our local cliffs and wave-cut platform. To celebrate the engineers and contractors who designed and built the Undercliff that is crucial to the survival of our town.; | Professor Rory Mortimore, a geologist who lives in Lewes, who was instrumental in getting the chalk cliffs between Brighton and Newhaven recognised as a Site of Special Scientific Interest (SSSI), with his lifetime's work on the Chalk | It's OK | a) If the feature is upright or sloping, the ammonite form should be viewed in an 'as it lived' orientation, i.e. spiral with the opening at the bottom (Google images of 'ammonite reconstruction' or a living nautilus) b) The ammonite form should have the shape and appearance of our local giant ammonite, the Cretaceous genus Parapuzosia, not a generic Jurassic/Dorset coast ammonite (which, arguably might be more visually attractive) c) The ammonite form should include sutures, which are a feature of our Peacehaven ammonites d) Ideally, the colour should be white, as per the white chalk. Sadly, chalk itself is not durable and limestones used in sculptures are off-white. Is there a hard, white, durable, man-made material that is easily cleanable as the feature will undoubtedly attract graffiti? e) The ammonite sculpture on the roundabout at the north end of the Cullfail tunnel in Lewes could be viewed as a starting point for ideas but I am anxious we don't copy it. f) Plaques could be the shape of heart urchins (genus Micraster) which is often found on our beaches. | Somewhat important | Rarely | Yes | Educational signage; QR codes for more info; Other; Shade; Audio guide or spoken history; | Other: Sheltered seats | Personally, I like the idea but sadly there are probably many who will think it's a waste of money | | Maybe | | 65+ | More than 20 years | |
| 10 | Somewhat supportive | What is the benefits vs cost | No | Not sure ; | | What is the purpose | | Very important | Never | No | Other; Shade; Educational signage; QR codes for more info; Audio guide or spoken history; | Cafe | Unsure | Cost with what benefits | No | | 55-64 | More than 20 years | |
| 11 | Very supportive | I think it is a very good and appropriate idea | Maybe | Providing a space for local residents to reflect or remember; Honouring local historical events; Commemorating individuals (e.g., veterans, community leaders); Promoting cultural awareness; Celebrating local achievements; | Can't think of anything | Good location | As long as its durable and anti vandal | Very important | Rarely | Yes | Educational signage; Other; Shade; QR codes for more info; Audio guide or spoken history; | Seating | It would be an enhancement | Maybe a Friends groi | No | | 65+ | 11-20 years | Was a member of Peacehaven Pioneers a local history group |
| 12 | Very supportive | I think this would be a good idea. It sounds appropriate for our area. It is nice to remember our loved ones who lived in and around Peacehaven. | Yes | Providing a space for local residents to reflect or remember; | No I think it should be available for anyone to buy a plaque. | Ok by me. | Must be available or accessible for flowers to be laid by it. Must be made of a durable material. Something vandals can't ruin. Big enough to accommodate the plaques without spoiling the actual sculpture. | Very important | Monthly | Yes | Other; QR codes for more info; Shade; Educational signage; Audio guide or spoken history; | A straightforward simple area where people can lay flowers and reflect and remember loved ones respectfully. There are quite a few benches in the park so people can sit and lol at the sea etc. | My thoughts are positive. | Volunteers maybe. Or if the council raise money by selling the plaques they could use that money. The area should be planned so that little maintenance is required. | Maybe | No | 65+ | More than 20 years | Local residents. |

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|----|---|---|---|---|---|---|---|--|--|---|--|---|---|--|--|--|-------------------------|--|---|
| 13 | Very supportive | Any public art is good and this would be wonderful. | No | Commemorating individuals (e.g., veterans, community leaders);Promoting cultural awareness;Celebrating local achievements;Honouring local historical events;Providing a space for local residents to reflect or remember; | Could be local loved ones lost in war or other, community heroes, | Looks okay. | Natural materials | Very important | Weekly | Unsure | Educational signage;QR codes for more info;Audio guide or spoken history;Other;Shade; | | Public art increases the wellbeing of any open space if the plaque is a beautiful piece of natural art as well as a memorial plaque then it will serve the area well. | You could have a local tidy up area group to support the upkeep with some council funding secured for any cleaning or maintenance over time. | Maybe | | 55-64 | Less than 1 year | I am a woman with English and Bangladesh heritage. I would hope that all the local communities in the area could be represented via app |
| 14 | Strongly opposed | Waste of money. More important things to use the money on to support the town. | No | Park is fine as it is, benches, views, peace, no need to spend money on an expensive extra feature. ; | No | | | | Rarely | I remember my lost loved ones at home or elsewhere, I don't need to go to the park or yo see their names up in lights to be able to remember them. Have t these councillors got anything better to worry about or more important issues to deal with. A hand full of them do good or at least try but some just want a photo opportunity and do nothing productive at all. We voted these people in to improve the town, wasting public money on this is an insult. | Educational signage;QR codes for more info;Shade;Other;Audio guide or spoken history; | N/a | Waste of money, people don't need to go here and see others family members name on a plaque. | No | Use the money on things that everyone can benefit from. Money for play park or supporting wkdlife in the many parks. Why don't the councillors have any imagination. | 25-34 | More than 20 years | | |
| 15 | Somewhat supportive | Peacehavens history and assets should be highlighted not only for locals but the visitors to our town | Yes | Providing a space for local residents to reflect or remember;Honouring local historical events;Promoting ecology; | Eco friendly groups | No | No negative thoughts | Very important | Rarely | Especially if I purchased a plaque for a loved one. | Educational signage;Audio guide or spoken history;Shade;Other;QR codes for more info; | Ample seating as elderly may need to sit. Perhaps an info board for local charities and how you can donate to them (not qr codes as these are open to scams and not everyone are comfortable with them) | Shouldn't impact on others | Volunteers - keen gardeners who don't own a garden, local groups like brownies, guides scouts etc | Maybe | No | 65+ | More than 20 years | No |

| ID | How supportive are you of the idea of a plaque-based area in the park? The image shown is a photo of an ammonite fossil found in Peacehaven | What is your overall opinion on adding this type of feature to public parks? | Would be interested in purchasing a plaque on the ammonite for a loved one? | What should be the primary purpose of the plaque area? (Select all that apply) | Are there specific individuals, groups, or events you believe should be recognised in this space? | What are your thoughts on the proposed location for the area within the park? | Please outline your suggestions regarding the design, layout, or materials to be used | How important is it that the area blends in with the park's existing natural or recreational elements? | How often do you visit Howard Peace Park | Would you personally visit or use the plaque area if it were installed? | What features would make the space more inviting or meaningful to you? (Rank in order or priority, with the top item being the highest priority) | Please elaborate if you answered 'Other' about features that would make the space more inviting or meaningful | What are your thoughts about the impact of this initiative on the park? | How should the community be involved in maintaining or updating the area over time? | Would you be interested in being involved voluntarily in maintaining the area? | Do you have any additional suggestions, questions, or concerns about the proposed plaque area? | What is your age group? | How long have you lived in the local area? | Do you identify with any cultural, historical, or community groups that you feel should be represented in this initiative? |
|----|---|---|---|---|---|---|--|--|--|---|--|---|---|---|--|--|-------------------------|--|--|
| 16 | Strongly opposed | This park has NO rules and regulations posted. Has too many memorial benches that are very seldom used. There is no parking or toilet facilities nearby. There currently is NO Signage indicating route to undercliff walk. That would be of more use. I don't see the benefits of this proposal - generate income? Who would take responsibility to administer and maintain? At what cost. | No | None of above; | None | Leave as is- this is old pic. Petonque rink removed needs info board replacing before any other projects. | No interest | Leave as is | Daily | No | Educational signage;QR codes for more info;Audio guide or spoken history;Shade;Other; | | Little impact | | I'm too old | Don't do it | 65+ | More than 20 years | Highways to install signage to undercliff walk. |
| 17 | Very supportive | Really nice additional feature! | Yes | Providing a space for local residents to reflect or remember; | It should be a broad range and open to all local residents, not just a select few! | Very good spot. The whole area does need weeding though. Maybe a better membrane should be under the pebbles. | Good quality materials, local if possible. | Somewhat important | Daily | Yes | Educational signage;QR codes for more info;Audio guide or spoken history;Shade;Other; | | It's a really lovely initiative and as a resident along the park outer rim, I fully support it. | Working groups / volunteers to weed the area. | Maybe | | 45-54 | 11-20 years | |
| 18 | Very supportive | It ties in with the ammonites discovered on the beach so it's a great idea to carry this over as a plaque based theme, | Maybe | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Promoting cultural awareness;Celebrating local achievements;Providing a space for local residents to reflect or remember; | Local community groups | Looks like a good place for this | Could it be made from beach combing materials (as a way of recycling) including sea glass (to add some sparkles and shimmer when the light catches these). | Somewhat important | Daily | Unsure | Educational signage;QR codes for more info;Shade;Audio guide or spoken history;Other; | | It will bring more people / families together | Community events could be staged here | Maybe | Use this plaque to educate people about ammonites and their history in Peacehaven | 45-54 | More than 20 years | |
| 19 | Very supportive | | Yes | Providing a space for local residents to reflect or remember; | | | | Very important | Daily | Yes | Audio guide or spoken history;Shade;Educational signage;QR codes for more info;Other; | | | | Maybe | | 65+ | More than 20 years | |
| 20 | Very supportive | Excellent idea. Raises further awareness of the presence of ammonites in our area. | Maybe | Promoting cultural awareness;Providing a space for local residents to reflect or remember; | No | Good location. | | Somewhat important | Weekly | Yes | Audio guide or spoken history;Shade;Educational signage;QR codes for more info;Other; | | Excellent idea. | Yes | Yes | | 65+ | 6-10 years | No |
| 21 | Very supportive | I think sculpture and art in public spaces is important | Don't have anyone to do this for as yet | Providing a space for local residents to reflect or remember;Honouring local historical events;Promoting cultural awareness; | Nothing I can think of | It looks sensible | Longwearing, local stone / local creator, not metal (more prone to theft) | Somewhat important | Monthly | Unsure | Shade;Other;Educational signage;Audio guide or spoken history;QR codes for more info; | Seats to make it accessible for those with reduced mobility. Space for wheelchairs to move around easily. | As mentioned, I think it's important to have art / sculpture in public places | Not sure | No | | 35-44 | 6-10 years | |

| ID | How supportive are you of the idea of a plaque-based area in the park? The image shown is a photo of an ammonite fossil found in Peacehaven | What is your overall opinion on adding this type of feature to public parks? | Would be interested in purchasing a plaque on the ammonite for a loved one? | What should be the primary purpose of the plaque area? (Select all that apply) | Are there specific individuals, groups, or events you believe should be recognised in this space? | What are your thoughts on the proposed location for the area within the park? | Please outline your suggestions regarding the design, layout, or materials to be used | How important is it that the area blends in with the park's existing natural or recreational elements? | How often do you visit Howard Peace Park | Would you personally visit or use the plaque area if it were installed? | What features would make the space more inviting or meaningful to you? (Rank in order or priority, with the top item being the highest priority) | Please elaborate if you answered 'Other' about features that would make the space more inviting or meaningful | What are your thoughts about the impact of this initiative on the park? | How should the community be involved in maintaining or updating the area over time? | Would you be interested in being involved voluntarily in maintaining the area? | Do you have any additional suggestions, questions, or concerns about the proposed plaque area? | What is your age group? | How long have you lived in the local area? | Do you identify with any cultural, historical, or community groups that you feel should be represented in this initiative? |
|----|---|---|---|---|--|---|---|--|--|---|--|---|---|---|--|--|-------------------------|--|--|
| 22 | Very supportive | I like these features but they must not have any kind of political agenda. It must feel inclusive but not pushing one narrative. All people are allowed to have their own opinions. | No | Providing a space for local residents to reflect or remember; | Celebrate residents who have lived in the town for their lifetime , sometimes 90 or more years. Please do not push a culture theme, this divides not united. There is way too much of this in society at the moment. Celebrate Peacehaven not an agenda. | That looks ok | | Somewhat important | Monthly | Unsure | Other;Shade;QR codes for more info;Educational signage;Audio guide or spoken history; | Non political and an 'Ordinary garden space' | Nice to have something positive in Peacehaven. | Ask for volunteers. | Maybe | | 65+ | More than 20 years | |
| 23 | Somewhat supportive | Good. | No | Honouring local historical events;Celebrating local achievements;Providing a space for local residents to reflect or remember;Commemorating individuals (e.g., veterans, community leaders);Promoting cultural awareness; | | | Either a hard local stone or granite | Somewhat important | Rarely | Yes | Audio guide or spoken history;Educational signage;QR codes for more info;Shade;Other; | | I think it would provide another reason to visit and make any visits more interesting. | Set up a volunteer group but the council needs to maintain an oversight. | No | | 65+ | More than 20 years | |
| 24 | Neutral | Fine if its actually looked after | No | Honouring local historical events; | History of landscape and or town and people through time with eras from beginning in centre of ammonite spiral moving forward in time as get towards the outer edge | Fine | | Somewhat important | Rarely | No | Shade;Educational signage;Other;QR codes for more info;Audio guide or spoken history; | Seating and picnic tables | should be planted up more for wildlife increase the wild margins some more Dont think will have much impact | Get schools groups to do wildlife gardening there | No | | 45-54 | 11-20 years | |
| 25 | Strongly opposed | Waste of money | No | Honouring local historical events; | No | It will get damaged by bored kids with nothing to do in Peacehaven | Rather you spent the money fixing kerbs and potholes | Not important | Rarely | No | Shade;QR codes for more info;Educational signage;Audio guide or spoken history;Other; | | I honestly don't think it will make any difference to people in Peacehaven whether there is a plaque or not I don't | I don't think many people will be interested but if they are, then I would think that if the council put it there, they should maintain it. | No | No not really, just think it's a waste of money. | 65+ | More than 20 years | I belong to a group, but really don't know. |
| 30 | Very supportive | lovely to have things of interest to look for when out walking | No | Honouring local historical events; | | | | Very important | Rarely | Yes | Educational signage;Audio guide or spoken history;Shade;QR codes for more info;Other; | | Anything of local interest is in my opinion important | | Maybe | | 65+ | More than 20 years | |
| 31 | Very supportive | It would be lovely | Maybe | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | | That would be fine | | Very important | Monthly | Yes | Educational signage;QR codes for more info;Audio guide or spoken history;Shade;Other; | | Could attract more people to visit | | Maybe | | 55-64 | More than 20 years | |
| 32 | Very supportive | | Maybe | Honouring local historical events;Promoting cultural awareness;Celebrating local achievements;Providing a space for local residents to reflect or remember; | | | | Very important | Monthly | Yes | Shade;Audio guide or spoken history;Educational signage;QR codes for more info;Other; | | | | No | | 65+ | More than 20 years | |
| 33 | Very supportive | Good idea | Maybe | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Celebrating local achievements;Providing a space for local residents to reflect or remember; | | Best place | | Very important | Monthly | Yes | Educational signage;Shade;QR codes for more info;Audio guide or spoken history;Other; | (Inputted manually from paper by Officer on the paper version only Education Signage was ticked) | It would possibly bring more people to the Park | If they want to | No | More events there | 65+ | More than 20 years | |

LA 1112 ii

| ID | How supportive are you of the idea of a plaque-based area in the park? The image shown is a photo of an ammonite fossil found in Peacehaven | What is your overall opinion on adding this type of feature to public parks? | Would be interested in purchasing a plaque on the ammonite for a loved one? | What should be the primary purpose of the plaque area? (Select all that apply) | Are there specific individuals, groups, or events you believe should be recognised in this space? | What are your thoughts on the proposed location for the area within the park? | Please outline your suggestions regarding the design, layout, or materials to be used | How important is it that the area blends in with the park's existing natural or recreational elements? | How often do you visit Howard Peace Park | Would you personally visit or use the plaque area if it were installed? | What features would make the space more inviting or meaningful to you? (Rank in order or priority, with the top item being the highest priority) | Please elaborate if you answered 'Other' about features that would make the space more inviting or meaningful or meaningful | What are your thoughts about the impact of this initiative on the park? | How should the community be involved in maintaining or updating the area over time? | Would you be interested in being involved voluntarily in maintaining the area? | Do you have any additional suggestions, questions, or concerns about the proposed plaque area? | What is your age group? | How long have you lived in the local area? | Do you identify with any cultural, historical, or community groups that you feel should be represented in this initiative? |
|----|---|--|---|--|---|---|---|--|--|---|--|--|---|--|--|--|-------------------------|--|--|
| 36 | Very supportive | It would add to the beauty of the place | Yes | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | Peacehaven Community Orchard | | | Not important | Weekly | Yes | Educational signage;Shade;QR codes for more info;Audio guide or spoken history;Other; | For qu 11 'Education Signage' ticked only. (original was paper version, inputted by Officer). | | | No | | 65+ | 6-10 years | |
| 37 | Very supportive | Fabulous idea! | Yes | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Promoting cultural awareness;Providing a space for local residents to reflect or remember; | N/A | Location is great | Simple, ample space to use for others, light in colour. | Very important | Monthly | Yes | Shade;Educational signage;Audio guide or spoken history;QR codes for more info;Other; | | It brings more ways to bring the community together | Community to be able to add their own 'in memoriam' (along right channels obviously), but needs to be self cleaning (in rain etc). | No | Could it be lit nicely?? | 45-54 | 1-5 years | Women - witchcraft/wicaha type history? LGBTQ+ Women celebrated! |
| 26 | Very supportive | | No | Commemorating individuals (e.g., veterans, community leaders); | | | | Very important | Weekly | Yes | | | | | Maybe | | 65+ | 43 years | |
| 27 | Very supportive | very good idea | No | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | All | | | Very important | Monthly | Unsure | | | | | No | | 65+ | More than 20 years | |
| 28 | Very supportive | am in favour | Yes | Providing a space for local residents to reflect or remember; | | It looks fine | | Somewhat important | Never | Yes | | | | Yes | Maybe | | 65+ | | |
| 29 | Very supportive | Absolutely lovely | - | Providing a space for local residents to reflect or remember; | | This looks great! | illegible | Somewhat important | Monthly | Yes | | | | | Maybe | illegible | 45-54 | | |
| 34 | Very supportive | | Maybe | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | | | | Very important | Rarely | Yes | | Question 11 was left unanswered. (paper version supplied inputted by Officer) | | | Maybe | | 65+ | More than 20 years | Breast Cancer Support Group |
| 35 | Somewhat supportive | Nice thing for people to remember loved ones | Yes | Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | No. Every entry should be considered. | Suggested site looks good | Kept low in height. Low maintenance. | Somewhat important | Monthly | Yes | | Question 11 answers were 'Shade, Education signage, QR codes' - but were not ordered. Iputted responses by Officer - Original was paper version. | A Place for people to get out and visit is a good thing | Play their part in keeping the area tidy and rubbish free | Maybe | | 65+ | More than 20 years | No |
| 38 | Very supportive | Agreed. A local feature. | Yes | Honouring local historical events;Commemorating individuals (e.g., veterans, community leaders);Providing a space for local residents to reflect or remember; | Original trail blazers of early Peacehaven | I find the proposed site acceptable. | Ammonite is a good design. | Very important | Monthly | Yes | | Original Paper version inputted by Officer. No answer provided for question 11. | I feel it would make Howard Park more known to local individuals | | No - Only because I am 81 years of age | | 65+ | More than 20 years | |
| 39 | | | | | | | I hope the feature actually resembles our Peacehaven giant ammonites and not some artist-inspired version. They are called Parapuzosia - plenty of images and reconstructions if you google it. I'll also post some pics on the 'Peacehaven/Telscombe History and along the Coast' Facebook page. | | | | | Officer inputted electronic version of the comment from local resident. No other answers provided. | | | | | | | |

George Dyson
Town Clerk

☎ (01273) 585493
✉ TownClerk@peacehaventowncouncil.gov.uk



Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

| | | | |
|----------------------|---|---------------------|-----------------------------|
| Committee: | Leisure & Amenities | Agenda Item: | LA 1113 |
| Meeting date: | 19th May 2026 | Authors: | Meetings & Projects Officer |
| Subject: | Parks Signage | | |
| Purpose: | To agree to park signage and a park's official name | | |

Recommendation(s):

- To agree to the new parks' signage locations and the cost to be taken from the Signage budget
- To agree the name 'Howard Peace Park'

1. Background

A quote has been received for seven 1-rung recycled plastic signs for PTC parks and 1 large, recycled plastic sign at Howard Peace Park; the signs match the new signage in Centenary Park. (Please see Appendix A for quote).

Each of the 1-rung signs will show 'Welcome to [Park Name]', include a QR code that links directly to the specific park on the PTC website, and display the PTC logo.

The larger sign will be similar to the image below and be art worked (as per quote at Appendix B).



It will include the following:-

- Welcome to 'Howard Peace Park' (*park name to be confirmed by committee*)
- Accessibility logo
- Picnic Bench logo
- Walking logo
- (King Charles III England Coast Path?)
- Owned and maintained by Peacehaven Town Council
- QR Code

Officers recommend the signage be installed at the following locations:-

| Sign Type | Location | Now many | Where |
|---------------|-------------------|----------|--|
| 1-ladder rung | Epinay Park | 1 | At road entrance, either in the raised bed or under the tree |
| 1-ladder rung | Shepherd Down | 1 | Main entrance |
| 1-ladder rung | The Dell | 2 | 1 on the cliff top and 1 at South Coast Road entrance |
| 1-ladder rung | The Oval | 2 | 1 at Green Gate entrance, 1 at the north end |
| 1-ladder rung | Howard Peace Park | 1 | 1 on the cliff top near to Malines Avenue South |
| Main signage | The Dell | 1 | To replace the current old signage at the roadside entrance |

2. Options for Council

To agree to the type of signage, locations and official park name for Howard Peace Park

To agree to other signage and/or locations, and/or official park name.

To not proceed with signage.

3. Reason for recommendation

To provide park signage and ensure continuity with the signs at Centenary Park.

Expected benefits

An improved sense of pride in Peacehaven's amenities.

4. Implications

| | |
|--------------------------------------|---|
| 5.1 Legal | - |
| 5.2 Risks | - |
| 5.3 Financial | From budget |
| 5.4 Time scales | Installed by summer 2026 |
| 5.5 Stakeholders & Social Value | An improvement of amenity signage for the community |
| 5.6 Contracts | Contract with the signage company and artworker |
| 5.7 Climate & Sustainability | Made of recycled plastic |
| 5.8 Crime & Disorder | Improvements in the area may go towards reducing antisocial behaviour |
| 5.9 Health & Safety | Installation of the signage will adhere to Risk Assessments |
| 5.10 Biodiversity | - |
| 5.11 Privacy Impact | Adhere to policy |
| 5.12 Equality & Diversity | - |

5. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

6. Which business plan item(s) does the recommendation relate to?

-

7. Appendices

Appendix A - Parks Signage Quote

Appendix B - Artwork Quote

Zoe Polydorou
Peacehaven Town Council
Community House
The Meridian Centre
Peacehaven
East Sussex
BN10 8BB

ESTIMATE

Ref No. [REDACTED]
Dated 08/04/2026
Contact Zoe Polydorou
Tel 01273 585493
Fax

Further to your recent enquiry I have pleasure in submitting our estimate as follows:-

Re : Ladder signs + Bowman C

| Item | Qty | Pack | Description | Unit Price | Total |
|------|-----|---------|--|------------------|------------------|
| A | 2 | Unit(s) | Preparing structure diagrams for approval and manufacture | £78.00 | £156.00 |
| B | 2 | Unit(s) | PDF Proof | £10.00 | £20.00 |
| C | 7 | Unit(s) | Ladder Sign with a Single Slat Font: Times New Roman (no logos) Material: Recycled Plastic Finish: Cedar effect with single colour infill Supplied flat packed for client assembly | £315.00 | £2,205.00 |
| D | 14 | | n-viro disc for wallmounting (minimum order 10 discs) Size: 75mm diameter Material: 3mm Aluminium Graphics: Full colour print onto white base stock with DuoGuard anti-graffiti coating | £43.00 | £602.00 |
| E | 1 | Unit(s) | PDF Proof* *Customer to supply complete ready to print artwork | £10.00 | £10.00 |
| F | 1 | Unit(s) | Bowman Option C Permanent Information Display Single Sided Size: To take A1 - 841mm x 594mm graphic panel Material: Recycled Plastic Finish: Cedar effect | £980.00 | £980.00 |
| G | 1 | Unit(s) | n-viro graphic panel to fit standard structures Size: A1 - 841mm x 594mm Material: 3mm Aluminium Graphics: Full colour print onto white base stock with DuoGuard anti-graffiti coating | £199.00 | £199.00 |
| H | 1 | Units | Dedicated Delivery Charge - BN10 8BB | £215.00 | £215.00 |
| | | | | Sub Total | £4,387.00 |
| | | | | VAT | £877.40 |
| | | | | TOTAL | £5,264.40 |

Payment: 30 days from date of invoice.

L
A
1
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Payment can be made by cheque, BACs or credit card, payable to [REDACTED]

Cheques should be sent to the Head Office address below
[REDACTED]

Estimates are valid for 30 days and are subject to our standard terms and conditions
[REDACTED]

As natural materials, these timbers may show signs of cracking and shrinkage/ expansion that does not affect their structural suitability.

I look forward to hearing from you in due course,

Yours sincerely,

[REDACTED]
Account Manager

Quote

Client details

Company name: Peacehaven Town Council
Address: Community House, Greenwich Way,
Peacehaven, BN10 8BB

Contact name: Zoe Polydorou

Project Name

Howard Peace Park Sign

Quote No.

2025-PTC07

Date

05-12-2025

Summary

Subtotal

Design a park sign for Howard Peace Park, similar style to the other park signs. Minimal content as it's on the main road, just park name, basic contact and managed by info. Could possibly include the QR code as well.

Size: A1 (891mm x 594mm) landscape

Artwork provided as print-ready pdf for print supplier.

£50

Quote valid for 30 days.

Thank you for your enquiry

Total

£50

Approval

Client's
signature:



Terms & Conditions (September 2025)

The following Terms & Conditions of Service apply to all design work and services provided by [REDACTED] unless agreed by both parties.

1 Project Process

1.1 Project Acceptance

[REDACTED] will provide the Client with an estimate, quote or proposal. By accepting the estimate, quote or proposal, the Client is also accepts the Terms & Conditions.

1.2 Project Scope

The Client agrees to hire [REDACTED] to provide design services as set out in the estimate, quote or proposal.

1.3 Out of Scope Charges

Any additional services or revisions over and above the scope of work agreed, will incur additional costs charged at £50 per hour or £300 per day, payable on project completion. Notice of these charges will be given in advance. Major changes to the brief or scope may require a new quote to be agreed before work continues.

1.4 Design Project Duration

Any indication given by [REDACTED] of a design project's duration is to be considered by the Client to be an estimation. [REDACTED] cannot be held responsible for any project over-runs, whatever the cause. Estimated project duration should be deemed to be from the date that cleared funds of the deposit are received by [REDACTED].

1.5 Design Project Completion

[REDACTED] considers the design project complete upon receipt of the Client's sign off or approval.

2 Payment

All deposits paid are non-refundable.

The Client will be asked to provide artwork sign off, followed by an invoice, before final artwork is released. At this time the fees due will become payable. Payment to be made within 14 days of the invoice date.

[REDACTED] reserves the right to charge for late payments in accordance with The Late Payments of Commercial Debts (Interest) Act 1998, and subsequent legislation.

Payments may be made by BACS, cash, or cheque. There is a £5 admin fee for cheques. Returned cheques will incur an additional fee of £50 per returned cheque.

3 Ownership & Rights

3.1 Transfer of Rights

Upon full payment the Client shall be the exclusive owner of all intellectual property rights, including but not limited to copyrights and trademarks, in and to the work produced by [REDACTED] in connection with the agreed scope of work.

If multiple design concepts are submitted, only one concept is deemed to be given by [REDACTED] as fulfilling the contract. All concepts, ideas, sketches, designs, illustrations or copy created during this project, which are not used by the Client, will remain the property of [REDACTED].

3.2 Trademark Infringements

All design work where there is a risk that another party may make a claim, should be registered by the Client with the appropriate authorities prior to publishing or first use or searches and legal advice sought as to its use. [REDACTED] shall not be held responsible for any costs or legal liabilities arising from trademark infringements or other intellectual property issues related to the design materials after full payment has been made. Any claim against [REDACTED] shall be limited to the relevant fee(s) paid by the Client.

3.3 Portfolio Usage

[REDACTED] is granted the right to use the completed design materials for portfolio and self-promotion purposes unless agreed otherwise.

4 Client Relations

4.1 Revisions & Feedback

The Client agrees to provide timely feedback and request revisions, if necessary, within 5 working days of receiving deliverables. The number of revisions are set out in the estimate, quote or proposal. In the event that further revisions become necessary beyond what was initially agreed upon, each additional round of revisions will incur an additional fee as set out in point 1.3.

4.2 Copyright & Trademarks

By supplying images, text, or any other data to [REDACTED] for inclusion in the Client's project, the Client declares that it holds the appropriate copyright and/or trademark permissions. The ownership of such materials will remain with the Client, or rightful copyright or trademark owner.

The Client grants [REDACTED] permission to use this material freely in the pursuit of the design and to utilise these designs in its portfolio unless agreed otherwise.

The Client agrees to fully indemnify and hold [REDACTED] free from harm in any and all claims resulting from the Client in not having obtained all the required copyright, and/or any other necessary permissions.

4.3 Data Formats

The Client agrees to [REDACTED]' definition of acceptable means of supplying data to the company.

Text is to be supplied to [REDACTED] in a digital format as standard text (.txt), MS Word (.doc) via data transfer or via e-mail.

Images which are supplied in an electronic format, are to be provided in a format as prescribed by [REDACTED] via data transfer or e-mail. Images must be of a quality suitable for use without any subsequent image processing, and [REDACTED] will not be held responsible for the image quality which the Client later deems to be unacceptable. [REDACTED] cannot be held responsible for the quality of any images which the Client wishes to be scanned from printed materials.

Additional expenses may be incurred for any necessary action, including, but not limited to, photography and art direction, photography searches, media conversion, digital image processing, or data entry services.

4.4 Rights of Refusal

[REDACTED] will not include in its designs, any text, images or other data which it deems to be immoral, offensive, obscene or illegal. All advertising material must conform to all standards laid down by all relevant advertising standards authorities. [REDACTED] also reserves the right to refuse to include submitted material without giving reason. Any images and/or data that [REDACTED] does include in all good faith, and then finds out that it contravenes these Terms & Conditions, the Client is obliged to allow [REDACTED] to remove the contravention without hindrance, or penalty. [REDACTED] is to be held in no way responsible for any such data being included.

5 Confidentiality

Client and [REDACTED] agree to maintain the confidentiality of any proprietary or sensitive information shared during the project.

6 Cancellation

Cancellation of orders may be made in writing, by e-mail or by phone by either party. The Client will then be invoiced for all work completed over and above any non-refundable deposits paid. The balance of monies due must be paid within 14 days.

6.1 Non-communication

Should there be a period of non-communication (30 days), the project will be deemed cancelled. The Client and [REDACTED] may discuss the terms and conditions for resuming the project at a later date.

7 Third-party

Whilst we take reasonable steps to investigate the materials & suppliers we recommend, we accept no responsibility for the performance or quality of materials/ services or any consequential loss arising from their failure. The Client agrees not to hold [REDACTED] responsible for any such loss or damage.

[REDACTED] reserves the right to use the services of sub-contractors, agents and suppliers and any work, content, services and usage is bound by their Terms & Conditions. [REDACTED] will not knowingly perform any actions to contravene these and the Client also agrees to be so bound.

8 Unforeseen Circumstances

In the event that [REDACTED] becomes incapacitated or unable to continue the project due to unexpected and uncontrollable circumstances (e.g. acts of nature, illness, or other emergencies), a portion of the total project budget may be reimbursed. If the work completed thus far can be utilized by another designer to continue the project, a refund percentage will be determined based on the work completed. Alternatively, any reasonable suggestions for handling the situation will be taken into consideration.

9 Amendment

These Terms & Conditions supersede all prior agreements made outside of a formal contract and may be amended or modified only by written agreement signed by both parties.

George Dyson
Town Clerk

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| | | | |
|----------------------|--|---------------------|---------------|
| Committee: | Leisure, Amenities and Environment | Agenda Item: | LA 1114 |
| Meeting date: | 19 th May 2026 | Authors: | Parks Officer |
| Subject: | Centenary Park car park lights | | |
| Purpose: | To agree to replace 3 car park lamps with LED option | | |

Recommendation(s):

- I. **To agree to replace the 3 car park lights with LED heads at Centenary Park**
- II. **To instruct the parks officer to investigate 3 solar lights and poles for the overflow carpark at Centenary Park**

1. Background

The centenary park car park has three double head and 5 single headed streetlights, a TFG was set up to look at replacing and adding solar lighting as an option, when this was discussed at committee level it was deemed @£42K too expensive to pursue at that time.

Currently the double headed lights have one side failed on each pole, these are halogen type lights which are not energy efficient and when we had the bulbs replaced the whole heads needed to be replaced as the starters had burnt out.

It is proposed that we replace the heads with LED types which will reduce the electricity consumption and are better for the environment, this work could be carried out by Dan Tiller and the grounds team.

3 LED REPLACEMENT LIGHT FITTING COSTS

Access platform - £500, price per head £300, sundries - £100

Total approximate cost £1500.00

The cost of this could be from Budget cost code 310/ 4171 sports park grounds maintenance costs.

SOLAR LIGHTS INC POLES TO THE OVERFLOW CARPARK AREA

The overflow area of the carpark has no lighting and can be extremely dark in the winter a solution to this could be done using 3 solar powered lighting poles as these do not require updating the electricity supply, this would also be a good test of solar lighting for any future plans for lighting areas in our parks.

We investigated the cost of changing all the carpark lights with solar and this was deemed too expensive, does the committee want this option for 3 solar lights and poles investigated and costed?

2. Options for Council

The Committee are asked to agree to the above options

Reason for recommendation

To replace faulty lights

To provide a safer environment in the car park

3. Expected benefits.

a. The community

Improved lighting will make the car park a safer environment

b. The environment

LED lights use significantly less electricity than the current lights

Lights to be on a timer to shut off by 11pm to reduce light pollution

PIR sensors could reduce light levels when no movement is present

4. Implications

| | |
|--------------------------------------|---|
| 5.1 Legal | yes |
| 5.2 Risks | Improved safety |
| 5.3 Financial | Budget use, saving in electricity usage |
| 5.4 Time scales | To be installed before October 2026 |
| 5.5 Stakeholders & Social Value | Safer environment for users |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | Reduced CO2 and electricity usage reduced |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | yes |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | |
| 5.12 Equality & Diversity | |

5. Values & priorities alignment

| | |
|--|-------------------------------------|
| Which of the Core Values does the recommendation demonstrate? | |
| 6.1 Empowering and supporting the community | <input type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

| |
|---|
| <p>6.7 Which business plan item(s) does the recommendation relate to? Policy and finance - Net zero carbon resolution</p> |
|---|

6. Appendices

LED replacement head options



4,800lm

50W
76mm
Column
Entry



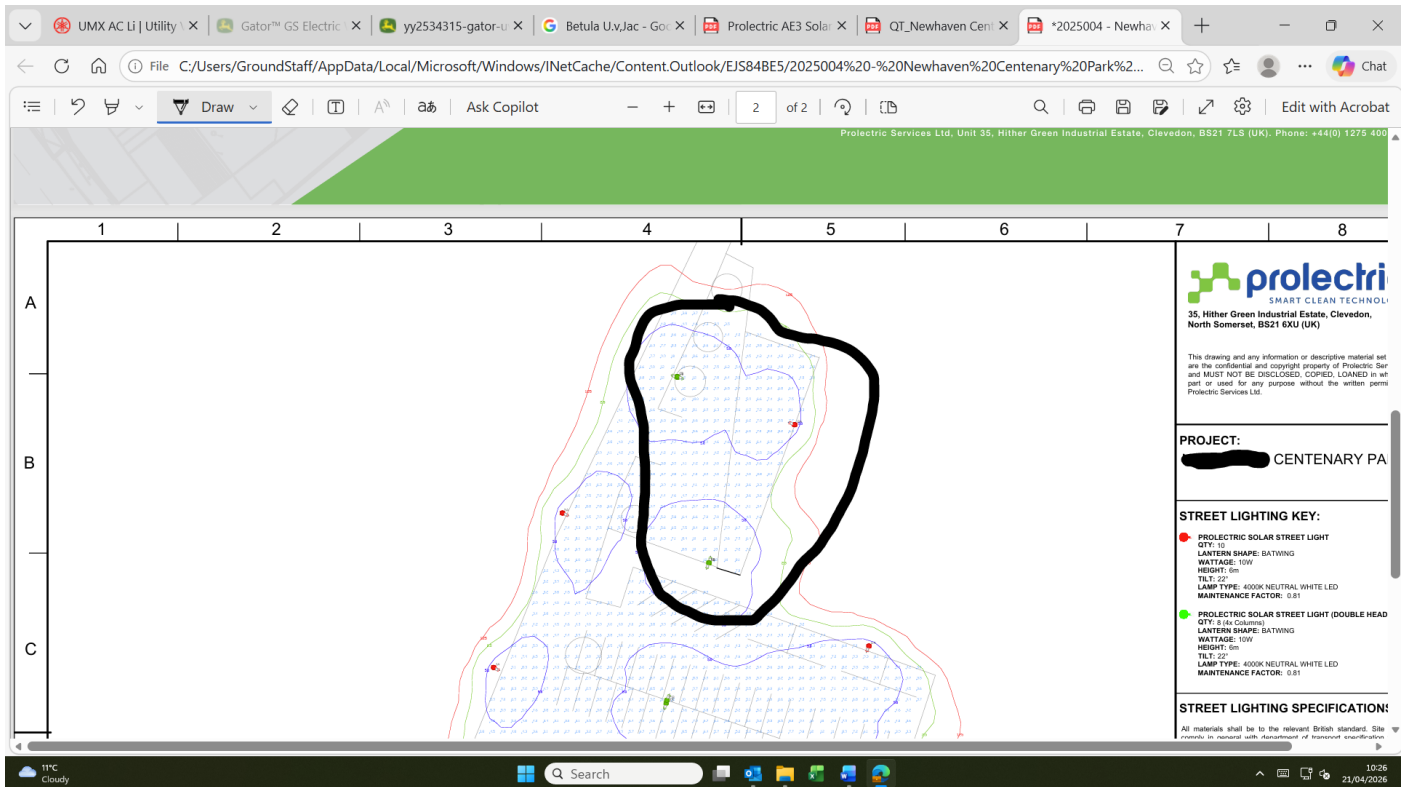
30W -
150W



ULOR
0%
76mm



Solar powered plan for overflow gravel carpark area



Solar light



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|----------------------|---------------------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1115 |
| Meeting date: | 19/05/2026 | Authors: | Parks Officer |
| Subject: | Replacement of equipment | | |
| Purpose: | To agree to replace the Kawasaki mule | | |

Recommendation(s):

To agree to replace the Kawasaki mule with an electric option with the Parks officer to purchase
To set a budget to work with-in budget.
To agree to sell the old Kawasaki mule 600 by either trade in or private sale

1. Background

Soon after the maintenance Centenary Park was devolved to PTC, we purchased a Kawasaki mule 600 to help transfer personnel and equipment around the park for maintenance duties.

The mule was exposed to being kept outside for 4 years before the groundstaff moved to its current maintenance unit and during this time it was vandalised damaging the lights and the bodywork condition deteriorated.

When council set the net zero target, a study of the current fleet was carried out by councillors and recommendations from this are being followed, this year it is recommended to replace the mule with a battery powered option.

| | | | | | |
|---------------|----------------|--------------|--------|------------|------------------------------|
| Kawasaki mule | Purchased 2016 | Replace 2026 | petrol | 1210 hours | Replace with electric option |
|---------------|----------------|--------------|--------|------------|------------------------------|

New electric options

The battery power market has increased recently and there are several options.

The grounds team have test driven a road legal Chinese made HiSun Stryker 4 WD at £20,000+vat and Sector 2 WD £13,000

There is also a Japanese made Yamaha UMQ 2-wheel drive at £22,000+vat.

Another option is a Chinese made Nipper at £17,000+vat

The finance officer has recommended the use of **Chalkers rise 106** money for the purchase

The parks officer will assess each option to ascertain which is best, things to assess will be cab type, size/ type of the battery and motor, warranty details, dealer back-up, etc.

2. Options for Council

To agree to replace the Kawasaki mule with an electric option with the Parks officer to purchase this

To set a budget for the purchase the suggestion of £20,000 maximum

To agree to sell the old Kawasaki mule 600 by either trade in or private sale

3. Reason for recommendation

To enable the parks Officer to purchase a utility vehicle.

4. Expected benefits

- Less noise. Zero co2 output. Reduced running costs. Cab to help protect staff from the elements. Cheaper to service. Road legal.

5. Implications

| | |
|--------------------------------------|--------------------------------|
| 5.1 Legal | |
| 5.2 Risks | |
| 5.3 Financial | Use of Chalkers rise 106 money |
| 5.4 Time scales | Summer 2026 |
| 5.5 Stakeholders & Social Value | Yes, less noise and pollution |
| 5.6 Contracts | |
| 5.7 Climate & Sustainability | Yes |
| 5.8 Crime & Disorder | |
| 5.9 Health & Safety | Road legal, full cab |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | Less noise |
| 5.12 Equality & Diversity | |

6. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

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|--|
| <p>6.7 Which business plan item(s) does the recommendation relate to? Policy and Finance- net zero carbon resolution</p> |
|--|

LA 1115

HiSun Stryker 2-seat full Cab - £19995

and sector part cab £13,000



Yamaha UMQ 2 seat part cab- £22,000



The nipper part cab / half door £17,000.



LA 1115

| Type | vehicles | year | life expectancy | fuel type | Recommended best practice renewal dates | Current mileage / hours | Comments | Planned Replacement Year | Replacement Cost | lease |
|---------------|-------------------------------|------|-----------------|-------------------|---|-------------------------|---|--------------------------|------------------|----------|
| Ride on Mower | Cramer optimus electric mower | 2025 | 5 years | electric/ battery | 5 years when battery warrenty expires | 12 hours | purchased in 2025 | 2030 | £27,000 | £250 p/m |
| Mower | allet C24 bowling green mower | 2008 | >10 years | petrol | 2018 | | Newer version should be able to take cassetts we already have. No battey version avaiable yet so will keep it going for now | 2026 | £11,000 | |
| Vehicle | Kawasaki mule | 2016 | 2026 | petrol | 5 years 2021 | 1100 hours | Replace with electric powered system (basically a golf cart) | 2026 | £19,000 | £100 p/m |
| Vehicle | Kubota tractor | 2024 | 2034 | diesel | 10 years or 2000 hours | 160 hours | | 2034 | £39,000 | |
| Vehicle | Ford transit | 2016 | 2031 | diesel | 2021 5 years | 19000 miles | Possibly replace with Hydrogen powered or Electric to ensure carbon neutral by 2030. | 2030 | £50,000 | £450p/m |
| Other | groundsman aerator | 2006 | 2025 | petrol | could last longer as little used. | | Use until end of life and then hire as not used much | | £8,700.00 | |
| Other | generator 7kva | 1998 | 2025 | petrol | could last longer as little used. | | Use until end of life | | £600.00 | |
| Other | pro eliet chipper | 2026 | 2030 | petrol | high wear item | | purchased in My 2026 | 2030 | £11,000 | |
| Other | generator 4kva | 2017 | 2025 | petrol | could last longer as little used. | | Use until end of life | | £500.00 | |
| handheld | hedgcutter | 2022 | 2028 | Battery | 5-7 years | n/a | | 2027 | £500.00 | each |
| Hand held | Chainsaw | 2022 | 2028 | Battery | 5-7 years | n/a | | 2027 | £500.00 | each |
| Hand held | long handled hedge cutter | 2022 | 2028 | Battery | 5-7 years | n/a | | 2027 | £500.00 | each |
| Hand held | pole saw | 2022 | 2028 | Battery | 5-7 years | n/a | | 2027 | £500.00 | each |
| Handheld | Strimmers x3 | 2022 | 2028 | Battery | 5 years | n/a | | 2027 | £300.00 | each |
| Handheld | blowers | 2022 | 2028 | Battery | 5-7 years | n/a | | 2027 | £200.00 | each |
| handheld | pedestrian rotary mower | 2022 | 2030 | Battery | 5-7 years | n/a | | 2027 | £700.00 | each |
| other | 8 x batteries | 2022 | 2026 | electric | 4-6 years | n/a | | 2027 | £300.00 | each |

£170,300.00



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|----------------------|---------------------------|---------------------|---------------|
| Committee: | Leisure and Amenities | Agenda Item: | LA 1116 |
| Meeting date: | 19 th May 2026 | Authors: | Parks Officer |
| Subject: | Sauna update | | |
| Purpose: | To note | | |

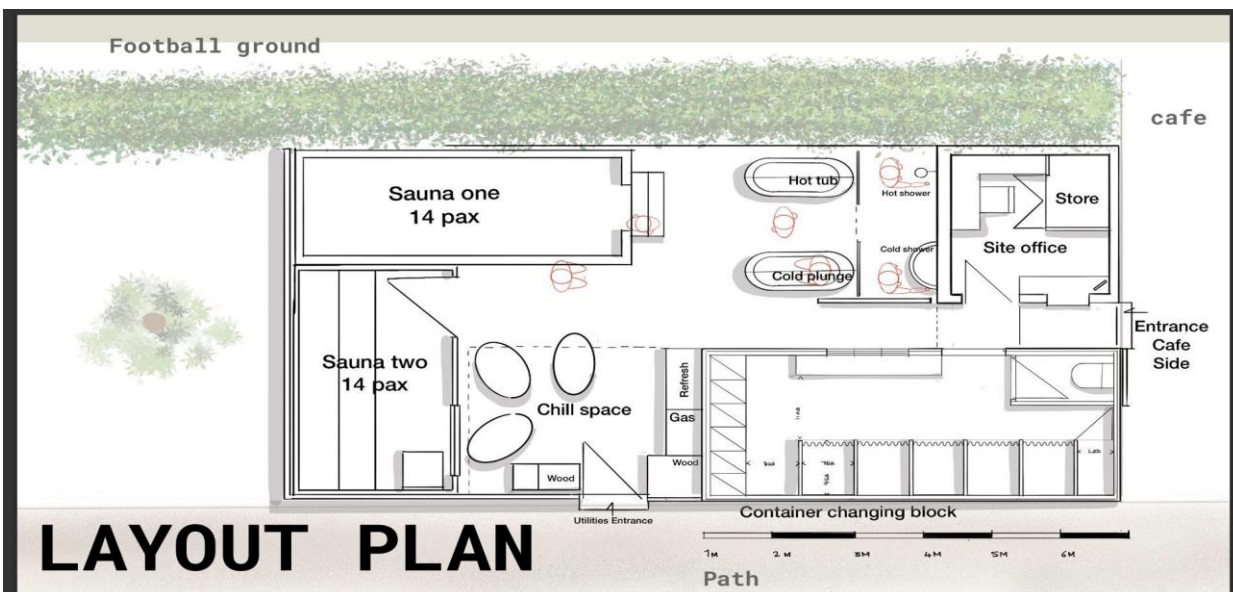
Recommendation(s):
To note this report

1. Background

At the L&A meeting held on the 13th of Jan 2026 the L&A committee agreed to support the proposal from Sunleaf sauna to have a sauna in Centenary Park (LA1076). The Policy and finance committee have negotiated and agreed to the proposal (PF1217) with ratification of the minutes by full Council on the 21st of April 2026.

Sunleaf have supplied a plan of the site which they are looking to start installing soon.

The layout has carefully considered to blend in with the current facilities, using the same colour cladding as the cafe to our units on the boundaries and designing the entrance to the Sauna to be entered from the cafe courtyard. We feel this will help optimise cafe foot traffic and increase their turnover, in a more cohesive offer to the park overall.



2. Options for Council

To note this report

3. Reason for recommendation

The proposal has been ratified by full council, and the layout falls within the parameters agreed.

4. Expected benefits

- a new facility for the residents of Peacehaven
- increased income in rental charges
- possible increased footfall for the park

5. Implications

| | |
|--------------------------------------|--|
| 5.1 Legal | All paperwork/ risk assessments to be in place before installation |
| 5.2 Risks | To be assessed |
| 5.3 Financial | Income to the council |
| 5.4 Time scales | Summer 2026 |
| 5.5 Stakeholders & Social Value | Yes |
| 5.6 Contracts | yes |
| 5.7 Climate & Sustainability | yes |
| 5.8 Crime & Disorder | To be considered |
| 5.9 Health & Safety | To be considered |
| 5.10 Biodiversity | |
| 5.11 Privacy Impact | To be considered |
| 5.12 Equality & Diversity | To be considered |

6. Values & priorities alignment

| Which of the Core Values does the recommendation demonstrate? | |
|--|-------------------------------------|
| 6.1 Empowering and supporting the community | <input checked="" type="checkbox"/> |
| 6.2 Growing the economy sustainably | <input checked="" type="checkbox"/> |
| 6.3 Helping children and young people | <input type="checkbox"/> |
| 6.4 Improving the quality of life for residents and visitors to Peacehaven | <input checked="" type="checkbox"/> |
| 6.5 Supporting residents in need | <input type="checkbox"/> |
| 6.6 Valuing the environment | <input checked="" type="checkbox"/> |

| |
|---|
| <p>6.7 Which business plan item(s) does the recommendation relate to?</p> <p>N/A</p> |
|---|