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DRAFT Minutes of the meeting of the Leisure & Amenities (L&A) Committee meeting held in the Anzac Room, Community House on Tuesday 14th July 2026 at 7:30pm.

Present: Cllr Gallagher (Chair of Committee), Cllr Studd (Vice Chair), Cllr Donovan, Cllr Fabry, Cllr Griffiths, Cllr Hart.
Officers: Kevin Bray (Parks Officer), Zoe Polydorou (Meetings & Projects Officer).

There were 5 members of the public in attendance.

1. **LA 1117 CHAIR ANNOUNCEMENTS** The Chair opened the meeting at 19:30, welcomed everyone, read out the Civility and Respect statement, went through the building fire procedure, asked that phones be turned off or put onto silent, informed everyone that the meeting was being recorded for internal use, and updated members on the public questions session and the 3-minutes standing orders rule.

   The Chair commented on:-

   - The recent heatwaves and wildfires and asked that the topic of climate change be part of the committee.
   - The news of the death of a former politician, where the Chair reminded members of the dangers for those in public life, including social media, and reminded fellow Councillors not to publish personal information, including addresses. The Chair expressed not wanting photos of herself without her permission.

2. **LA 1118 PUBLIC QUESTIONS.**

   The first questioner was the Secretary of the Community Garden, who spoke in reference to **LA 1128 COMMUNITY GARDEN EXPANSION,** and read out part of their 2023 Constitution, including that the garden exists to enable members to grow produce, share ideas, learn, and provide free fruit and vegetables. They expressed they were not looking for an expansion, but that part of the garden was overgrown, which the group was looking to recultivate. They commented that their request for the installation of a bench/table had been rejected by PTC, and pointed out that there were several benches in the Oval already that were subject to rubbish, and that the installation of one more bench in the garden would encourage people to sit and enjoy the garden and nature.

   A second questioner commented positively about the Community Garden, and to their question about where the water came from, the Secretary of the Community Garden clarified there were 10 water butts.

   The first questioner confirmed that supporting evidence for the Community Garden request could be obtained but had not known that it was needed.

3. **LA 1119 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**
   There was an apology from Cllr Sharkey.

4. **LA 1120 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**
   There was a declaration of interest from:-
   - Cllr Griffiths in relation to item LA 1128 COMMUNITY GARDEN EXPANSION
   - Cllr Gallagher in relation to item LA 1124 TO NOTE ALLOTMENTS UPDATE

8/9/26

5. **LA 1121 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE LEISURE AND AMENITIES COMMITTEE MEETING HELD ON TUESDAY 19TH MAY 2026**
   Several members raised that the minutes were not included in the papers.

It was proposed to approve the minutes of the L&A Committee meeting held on 19th May 2026.
Proposed by: Cllr Fabry Seconded by: Cllr Gallagher
The resolution was **carried**.
1 member abstained.

The Chair brought the following item forward:-

12. LA 1128 COMMUNITY GARDEN EXPANSION

Cllr Griffiths raised two issues: the positioning of the bench, and concern of loss of biodiversity, and expressed that the garden had a licence which outlined they had to pass things through the Parks Officer. They commented that the licence was inadequate and should be reviewed, for instance it did not clarify the policies mentioned.

The Chair agreed with the points raised, commented they would be reluctant to refuse but that more work needed to be done to look into it more deeply before making a decision.

Cllr Hart raised having carried out some research, including the NDP, and that it was good use of land and a good location, could meet the needs of our community for food growth, and suggested considering the long-term objectives with the Parks Officer.

Cllr Griffiths expressed that a licence had been given recently to Develop Outdoors, and suggested being equitable with what's in both licences.

It was proposed to defer the decision to the next meeting, set up a TFG to look into it and review the licence.
Proposed by: Cllr Gallagher **Seconded by**: Cllr Hart
All in **favour**.

TFG members were confirmed as Cllr Gallagher, Cllr Hart, and Cllr Griffiths.

6. LA 1122 TO NOTE THE BUDGET UPDATE

The Chair referred to two items in the minutes:-

- The allotments and its income and expenditure, and expressed gathering information prior to meeting with the RFO in September for next year's budget setting.
- The planters along the high street - the Chair expressed having thought that the money from advertising would be used for seasonal planter planting, and suggested this be looked into for the future.

The Parks Officer expressed that under item LA1124 on this agenda that the breakdown was provided for the allotments, and would be happy to have a meeting to explain everything.

The budget was **noted**.

7. LA 1123 TO NOTE ACTION PLAN UPDATE

The Parks Officer expressed that the Action Plan was shorter than at the last committee as all the completed items had been removed.

The Chair asked for an update on OVCA as to what the hold up was, and wanted the project completed before May 2027.

Cllr Griffiths provided reasons for the delay, including the lottery, there being lots of paperwork, and two part time OVCA staff members. The Parks Officer it could have been raised before this meeting with the Town Clerk, and the Chair confirmed she would raise it with the Town Clerk.

It was suggested that the Hub items be removed, as it was no longer under the committee.

Cllr Fabry raised that the accessibility audit of parks and open spaces would be brought to the next meeting, and Cllr Hart was interested to join the TFG.

It was suggested to remove the Purchase of the battery utility vehicle as that had been agreed at Full Council.

The action plan was **noted**.

8. LA 1124 TO NOTE ALLOTMENTS UPDATE

The Parks Officer briefly outlined the report.
The Chair raised that more work needed to be done, and that the Horticultural Society held an open session at the beginning of June where allotment holders talked about fencing with varying opinions.
The Parks Officer confirmed there had not been problems before, and that it had now stopped. Cllr Hart suggested reaching out to groups to positively involve youths.
The Chair raised that it was nice that the allotment were so open and part of the community, and was visible from Cornwall Avenue.
The update was **noted.**

9. LA 1125 TO NOTE THE COMPLAINTS LOG

The Chair expressed that the log was easy to read. In relation to item 699, Cllr Griffiths commented that the scheduled work was during the nesting season – The Parks Officer confirmed it had been checked and there were no birds.

10. LA 1126 TO AGREE TO SET UP A TFG TO REVIEW THE BUSINESS PLAN

The Chair read out the NDP's Vision, and reminded committee how the vision should be achieved, and that there were also designated community projects within the NDP. The Chair suggested the projects from the NDP be considered for the Business Plan.

It was proposed to set up a TFG to review the Business Plan
Proposed by: Cllr Hart Seconded by: Cllr Donovan
All in **favour.**

TFG members: The Chair, Cllr Studd and Cllr Hart.

11. LA 1127 TO NOTE UPDATES FROM TASK AND FINISH GROUPS (TFG's)

I. BUSINESS PLAN - ACCESSIBILITY OF AMENITIES

As agreed earlier in the meeting, this would move forward.

II. HOWARD PARK PHASE 2

The TFG updated members that a landscape designer had provided some designs, but as there was no budget, funding had to be sought by the Meetings & Projects Officer; that a local company may be interested in supporting the project, and the TFG, the potential designer, the Parks Officer and the Meetings & Projects Officer would meet the interested business on site on 22nd July at 10am.

The Chair commented that the public consultation had only received around 39 responses, who were generally of the older generation, and hoped the installation would attract younger people to the park but remain a quiet location. Cllr Donovan commented there was nothing in Peacehaven to commemorate loved ones.

20:26 – 2 members of the public left the meeting

13. LA 1129 TO AGREE MERIDIAN MONUMENT RESTORATION PUBLIC CONSULTATION

It was clarified that the monument was the responsibility of Peacehaven Town Council, that it had been painted around 10 – 12 years ago, and cleaned recently. The Chair agreed that it did need restoration, and the Parks Officer raised the brass plaques did need renovating, the monument itself was sound, and the original globe had been replaced with a plastic one.
Cllr Donovan expressed the need for an improved monument for visitors to the town in relation to the new Meridian Meander.
Cllr Hart suggested including background information about the monument.

It was proposed to go forward with the consultation, with a brief history of the monument and picture – send to local schools and link it to the Meridian Meander.
Proposed by: Cllr Donovan Seconded by: Cllr Griffiths
All in **favour.**

Cllr Griffiths asked for a copy of the publication when available.

The Chair returned to item **LA 1126 TO AGREE TO SET UP A TFG TO REVIEW THE BUSINESS PLAN**, ran through the items on the report that the TFG would review, including making sure PTC policies all tie up together, and expressed that items overlapped with the E&S committee.

14. LA 1130 TO REVIEW THE CLIMATE VEHICLE AND EQUIPMENT PLAN AND TIME SCALE

The Parks Officer raised that the Environment and Sustainability Committee had agreed to achieve scope 1, updated committee briefly on what scopes 2 & 3 involved, and that amber and yellows represented coming up next year, ran through when some equipment was due, and that the big spend would come in 2030, and a discussion was needed at budget setting to work out how to build up the reserves.

Cllr Donovan expressed this should be put into the business plan.

The Chair queried whether anything else was required, whereby The Parks Officer confirmed it depended on devolved land, and Morrisons and section 106 monies was briefly discussed.

15. LA 1131 TO CONFIRM DATE OF NEXT MEETING AS THE 8TH AUGUST 2026

The Parks Officer confirmed that the next meeting would be September, and not August.
The date of the next meeting was confirmed as 8th September.

There being no further business the meeting ended at 20:49.