



# HAILSHAM TOWN COUNCIL

**NOTICE IS HEREBY GIVEN of a meeting of the HAILSHAM TOWN COUNCIL to be held in the Fleur-de-Lys Council Chambers, Market Square, Hailsham on**

**Wednesday, 17<sup>th</sup> July 2013 at 7.30 p.m.**

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes will be assigned for the purpose of permitting members of the Public to address the Council, or ask questions on matters relevant to responsibilities under the direction of this Council, at the discretion of the Chairman.

The order of formal business to be transacted will thereafter be as follows:

1. **APOLOGIES FOR ABSENCE:** To receive apologies for absence of elected members.
2. **DECLARATIONS OF INTEREST:** To receive notice of declarations of personal and prejudicial interest in respect of items on this agenda.
3. **COMMUNITY POLICING**
  - 3.1 **Police Report**  
To receive a quarterly Police Report from Sussex Police (*report to follow – source Sussex Police*)
  - 3.2 **Priorities**  
  
To agree to set priority areas for the sponsored PCSO.
4. **CONFIRMATION OF MINUTES**
  - 4.1 To resolve that the Minutes and Reports of the **Annual Meeting of Hailsham Town Council** held on 22<sup>nd</sup> May 2013 (Ref: HTC/AM/13/100-128) as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.
  - 4.2 **MATTERS ARISING**
  - 4.3 To resolve that the Minutes and Reports of the **Urgency Procedures Committee** held on 3<sup>rd</sup> July 2013 (Ref: UP/13/1/1-6.2) as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.

4.4 **MATTERS ARISING**

5. **COMMITTEE and PANEL REPORTS**

*(A list of committee/panel minutes attached – Please notify the Town Clerk [email: [john.harrison@hailsham-tc.gov.uk](mailto:john.harrison@hailsham-tc.gov.uk) telephone: 01323 445731] as soon as possible if you wish to reserve an item on any of the following committees or panels)*

5.1 To (a) note the reserved paragraphs (minutes) of the Committee/Panel Reports notified to the Town Clerk prior to the meeting, and

(b) receive request to reserve any additional paragraphs (minutes) of the Committee/Panel Reports

5.2 To receive “unreserved” paragraphs (minutes) of the following Reports of Committees/Panels (as printed and circulated), and approve and adopt the recommendations contained therein.

**A. Planning and Development Committee Meetings** (4<sup>th</sup> June 2013 and 25<sup>th</sup> June 2013)

**B. Hailsham in Bloom Committee Meetings** (29<sup>th</sup> May 2013 and 26<sup>th</sup> June 2013)

**C. Festivities and Events Committee Meeting** (10<sup>th</sup> June 2013)

**D. Finance and Budget Oversight Committee Meeting**  
(3<sup>rd</sup> July 2013)

**E. Business Enterprise Committee Meeting** (11<sup>th</sup> July 2013)

5.3 To proceed through the “reserved” paragraphs consecutively (or as decided) and to resolve action before proceeding to the next reserved item.

6. **HAILSHAM IN BLOOM**

To consider a request from committee members for Hailsham in Bloom to become a charity in it’s own right. *(Report to follow – author Terry Hall, Communications Officer and John Harrison, Town Clerk)*

7. **WOODSIDE FARM DEVELOPMENT**

To consider the commuted sum offered by Bloor Homes for the transfer of play areas and open space from the Woodside Farm Bloor Home development to the Council *(Report to follow – author Karen Moralee, Planning and Environment Officer)*

8. **PCSO SPONSORSHIP**

To consider the position of the Town Council with regard to the Sponsorship of the PCSO *(Report to follow – author John Harrison, Town Clerk)*

9. **FUNFAIR ON HAILSHAM COUNTRY PARK**  
To consider a request to hold a funfair on Hailsham Country Park (*Report to follow – author Karen Moralee, Planning and Environment Officer*)
10. **HAILSHAM ARTS FESTIVAL FUNDING**  
To consider a request to fund aspects of the Hailsham Arts Festival (*Report to follow – author John Harrison, Town Clerk*)
11. **REPRESENTATIVE TO EXTERNAL ORGANISATION – SPORTS ALLIANCE**  
To appoint a representative from Hailsham Town Council for the Hailsham and District Sports Alliance (as deferred from the Annual General Meeting on 22<sup>nd</sup> May 2013)
12. **HAILSHAM EAST CHILDREN’S COMMUNITY CENTRE**  
To consider the Town Council’s position on the recent consultations published by East Sussex County Council which affect the Hailsham East Community Centre.
13. **COUNCILLORS’ QUESTIONS/INFORMATION FORUM**  
(at the Chairman’s discretion).

HARRISON  
Clerk

JOHN  
Town

**NOTE TO MEMBERS: This meeting will be followed by a meeting of the Trustees of the:**

- (1) War Memorial Institute (Reg No 252291)
- (2) Western Road Memorial Institute (Reg No 255104)
- (3) Allotment for the Labouring Poor (South view and HMI) (Reg No 255106)
- (4) Allotment for Recreation Ground (Common Pond Alcove) (Reg No 255105)

**MINUTES** of the Meeting of Hailsham Town Council, held at the Fleur-de-Lys Council Chambers/Meeting Rooms, Market Square, Hailsham, on Wednesday 17<sup>th</sup> July 2013 at 7.30 p.m.

### **Public Question Time**

Prior to commencement of the formal business of the meeting a period of not more than 15 minutes had been assigned for the purpose of permitting members of the public present to address the Assembly, or ask questions (on matters relevant to the responsibilities of the Town Council) at the invitation and discretion of the presiding Chairman.

The Chairman introduced the recently elected Youth Mayor, Musta Rahman.

Mr. J. Pilgrim, the Chairman of Gleneagles Residents' Association asked which authority is responsible for weeds growing in the kerbs. He was informed that it was East Sussex County Council. He also said that the Residents' Association was opposed to a funfair taking place at the Country Park and was pleased that Hailsham in Bloom were making use of Grovelands Barn.

County Councillor L. Keeley introduced himself and said this was the first meeting of Hailsham Town Council that he had been able to attend.

HTC/13/  
2/129 **Present:** Councillors: Mrs. S. J. Bentley (Chairman), W. A. Bentley, J. L. Blake, B. F. Burchmore, Ms C. V. Collinson, N. A. Collinson, N. S. Coltman, W. F. Crittenden, R. T. Grocock, Mrs. S. E. Henstock, B. Marlowe, S. McAuliffe, Ms A. O' Rawe, Mrs. D. Ryan, M. J. Ryan (Vice Chairman), Mrs. M. Skinner and C. Triandafyllou.

130 **Officers in Attendance:** J. Harrison (Town Clerk), M. Caira (Deputy Town Clerk), D. Saxby and T. Hall.

### **Apologies for Absence:**

131 Apologies for absence were received and accepted from Councillors Mrs. M. Burt, Mrs. J. Cook, Mrs. B. Holbrook, P.S. Holbrook, G. G. Rowe and Mrs. M. Rowe.

### **Declarations of Interest**

132.1 Councillor W. Bentley declared a prejudicial interest in agenda item 12 – Hailsham East Children's Community Centre as he is an East Sussex County Councillor.

132.2 Councillor N. Collinson declared an interest in agenda item 11 – Hailsham Arts Festival Funding as he is a member of the Hailsham Festival of Arts.

132.3 Councillor R. Grocock declared an interest in agenda item 6 – Hailsham in Bloom as he is its Chairman.

### **Police Report**

133.1 Copies of quarterly Police Report from Sussex Police had been circulated with the agenda and attached as Appendix HTC/13/2/133A to this report.

- 133.2 PC R. Allitt and PCSO S. Choppin were in attendance.
- 133.3 PC Allitt introduced himself and said that he was happy to answer members' questions.
- 133.4 There were no questions but Councillor Coltman said that it was a very good report and commended its authors.

#### Priorities

- 134.1 Councillor W. Bentley proposed that a Hailsham Town Council venue be used for a Crime Prevention Surgery/Advice Centre, to be the next priority for the sponsored PCSO.
- 134.2 **RESOLVED** that a Crime Prevention Surgery/Advice Centre be the next priority for the sponsored PCSO.
- 134.3 PC Allitt said that parking in the High Street remained a problem and wanted to know how to make representations to East Sussex County Council to have the yellow lines reinstated. He was advised that this could be an agenda item for the next meeting of the SLR.
- 134.4 PCSO Choppin said that was an ongoing problem with cars for sale on the highway. She advised that ESCC Trading Standards are investigating.

#### Confirmation of Previous Minutes

- 135 **RESOLVED** that the Minutes and Reports of the meeting of the Annual Meeting of Hailsham Town Council (Ref: HTC/AM13/100-128) held on 22<sup>nd</sup> May 2013 were confirmed as a correct record, and signed by the Chairman.

#### **Matters Arising**

- 136 None.
- 137 **RESOLVED** that the Minutes and Reports of the meeting of the Urgency Procedures Committee (Ref: UP/13/1/1-6.2) held on 3<sup>rd</sup> July 2013 were confirmed as a correct record, and signed by the Chairman

#### **Matters Arising**

None.

#### Committee and Panel Reports

- 139 **RESOLVED**, after consideration in accordance with Standing Order 18(e), to receive the following reports of Committees, to approve and adopt the recommendations contained therein and the actions taken as reported therein.

F. Planning & Development Committee (4<sup>th</sup> June & 25<sup>th</sup> June 2013))

- G. Hailsham in Bloom Committee (29<sup>th</sup> May & 26<sup>th</sup> June 2013)
- H. Festivities and Events Committee (10<sup>th</sup> June 2013)
- I. Finance and Budget Oversight Committee (3<sup>rd</sup> July 2013)
- J. Business Enterprise Committee 11<sup>th</sup> July 2013)

140 Planning and Development Committee – 25<sup>th</sup> June 2013

Minute 30 – Gleneagles Drive – Replacement Fence By Bloor Homes

Councillor W. Bentley said that the replacement fence was of a poor standard and asked officers to inform Bloor Homes that a more robust fence was needed. The Deputy Town Clerk said this had already happened. Clarification was needed on the extent of fencing required.

No Change to the minute.

**Hailsham in Bloom**

- 141.1 Discussion took place on the officer's report circulated with the agenda.
- 141.2 **RESOLVED** to delay a decision on the proposal to apply for charitable status until the September 2013 meeting. This is to enable council to be presented with a full structural picture of the proposed charity, what Hailsham Town Council's involvement would be in respect of its equipment and access to its facilities and to report back to Council.

**Woodside Farm Development**

- 142 **RESOLVED** to reject the commuted sum offered by Bloor Homes for the transfer of play equipment and open space as detailed in the officers' report circulated with the agenda and as Appendix HTC/13/2/142A to these minutes.

**PCSO Sponsorship**

- 143.1 The Town Clerk spoke in respect of the officer's report circulated with the agenda and as Appendix HTC/13/2/143A to these minutes.
- 143.2 **RESOLVED** to discontinue sponsorship of the PCSO from 2014/15.
- 143.2 Councillor W. Crittenden abstained from voting and asked for this to be recorded.

**Funfair on Hailsham Country Park**

- 144 **RESOLVED** to refuse the request to hold the funfair on HTC owned land, in agreement with the recommendation contained in the officer's report circulated with the agenda and as Appendix HTC/13/2/144A to these minutes.

**Hailsham Festival of Arts and Culture**

- 145.1 The Town Clerk introduced this agenda item and discussion ensued.

- 145.2 **RESOLVED** to agree to offer a grant of £2400 to the Hailsham Festival of Arts and Culture, in agreement with the recommendation contained in the officer's report circulated with the agenda and as Appendix HTC/13/2/145A to these minutes.

### **Representative to External Organisations – Sports Alliance**

- 146 **RESOLVED** to defer this item until the September 2013 meeting of Hailsham Town Council to allow Councillor P. Holbrook to be present.

### **Hailsham East Children's Community Centre**

- 147.1 As Councillor W. Bentley had declared a prejudicial interest in this agenda item he withdrew from the meeting.
- 147.2 The Town Clerk introduced this agenda item and discussion ensued on the future of the Community Centre and the services provided in it by East Sussex County Council.
- 147.3 **RESOLVED** to write to East Sussex County Council expressing concern over the future of Hailsham East Community Centre;
- 147.4 **RESOLVED** that the Town Clerk investigate further and, if necessary, form a small working party to look at wider situation, and to ask Councillor G. Rowe if he would like to participate in it.

### **Councillors' Questions/Information Forum**

#### Hailsham Town Council Meetings

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Councillor Blake said that it was at times difficult to hear what was being said at the end of the room furthest from the Chairman. He asked that members and officers be mindful of this in the future.

#### Fleur de Lys Meeting Room

149

Councillor McAuliffe asked for an update on the plans to refurbish and modify the Fleur de Lys Meeting Room. The Town Clerk said that he would send members details of the proposed work and timetable in due course.

#### Cuckmere Community Bus

150

The Chairman congratulated Mr. Philip Ayers on being awarded the OBE in the Queen's Birthday Honours list. She said she would write to Mr. Ayers offering the Council's congratulations.

There being no other business, the meeting closed at 8.55pm.

**CHAIRMAN**

HAILSHAM POLICE STATION

MEMORANDUM

To: John Harrison, Clerk, Hailsham Town Council

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From: PS Howard Nevill, Hailsham Neighbourhood Policing Team

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Extension: 68310

Date: 9<sup>th</sup> July 2013

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Dear John,

Following our report in March 2013 we have had a busy and successful time on Wealden. We have been utilising a sophisticated format of identifying the priorities for the community for each Ward. This has given us greater focus and supports what the PCSO's are telling us in where the work is needed. Across the board speeding and parking come up as an issue. Interestingly Wealden District has the highest number of speed watch groups in Sussex and it's work on developing contact with the Community is recognised as leading the way.

The crime that is having the biggest impact on us in the district is burglary from non-dwellings. The target seems to be sheds from which self powered gardening equipment is the main desire. Operation creosote continues across the area in a bid to make people's property's safer from this kind of attack. We also target car boot sales as a means of cutting off the demand. In the last few days we had two prolific offenders in custody for these offences and recovered several items believed stolen.

**Sponsored PCSO's - From Ali Bond**

In the last 3 months as the sponsored PCSO,

I have been involved in Operation creosote on Town Farm, Falcon Way, and The Cedars .

My two main priorities are ASB on the Cuckoo Trail which has lead to seizures of alcohol on the cuckoo trail and a noticeable improvement of less glass and rubbish being discarded over the weekends under the London Road bridge. Also high Visibility patrols on the bridge at CARRIERS PATH / Cuckoo Trail at the end of the school day has had a positive effect

My other priority is tackling illegal parking in the town centre. The continuous and on going enforcement of illegally parked cars has been made easier due to the reinstatement to the Double Yellow Lines in and around the town.

Finally £400.00 was donated to NOWZAD dogs from the Police Property Fund.

**Hailsham Central and North - From Sue Choppin and Faye Fletcher**

PC Fletcher -

In the last few months I have conducted 2 Operation Creosote operations on my area. One was held in Falcon Way and Hawks Town Crescent with the help of the local Neighbourhood Watch Co-ordinator and NPT colleagues. On this occasion there were 77 residents spoken to, 55 items of property marked up and 12 community contacts gained. A further day of action was held with PCSO Bond to residents in The Cedars. There were over 100 items of property marked and 12 community contacts gained.

A Neighbourhood Watch has been set up in Hawks Town Crescent with over 15 active members.

A £250 check was presented to the Senior Section Girl Guides at Emmanuel Church which is going towards their International Trip to Belgium.

We are actively looking for Community Speed watch volunteers for Hailsham North Ward. A further site has been assessed down towards the bottom end of Battle Road and is now able to be used. We now have 6 authorised sites in Hailsham North ward.



13 street meetings have been held over the last 3 months and no issues were raised from these however lots of residents were in attendance.

PCSO Choppin -  
Hailsham Central Ward

Since the beginning of April I have been part of two Op Creosote's. 2 days of action with the people who issue blue badges, leading to 2 badges being seized. I attended court for a local shoplifter, and my evidence helped to find him guilty.

Attended 2 Brownie groups to assist with their crime prevention badges. I had a week of action with assistance from my colleagues dealing with the parking issues within the Town Centre.

Attended a nursery group. Managed to get £200 from the police property act fund for another nursery group that was the victim of crime. Many Tickets have been issued, and I am keeping a spreadsheet show how many tickets get issued and how many vehicles are blue badge holders. I have also continued to have my 2 street meetings a month.

My Priorities are.....

Litter - I have spoken to Paul who clears the Town litter and on the whole the Town is litter free after 08.30hrs most days.

I also attend Eastwell place at the end of school time whereby youngsters meet and leave rubbish, they have been encouraged to move on.

Anti Social Behaviour - We had a small group of youths that where causing ASB around the town, On identifying them they have been spoken too & some have been given contracts to behave, and the Town centre has been noticeably quieter.

Parking - Blue badge days, days of action and pro-actively ticketing offending vehicles

#### **Hailsham East - From Parrish Claxton**

Priorities:

Anti social behaviour - Skate park (Maurice Thornton) & Ball Park (Greenwich Road). Regular patrols and interaction with young people and parents. Working with housing at Wealden to pay visits on families identified etc.

Op Creosote - In May we conducted a Quality Street on Town Farm which resulted in 394 people spoken too, 93 signed up to our messaging service and over 250 items of property security marked. I am continuing to visit residents who were not home at the time of the Op to complete home checks etc.

Street meetings:

Pelham Crescent - No issues nobody attended.

Otham Park - No issues nobody attended.

Archery Walk - 1 person attended. No issues.

Butts Field - 1 person attended. No issues.

Significant Incidents:

Cannabis factory Mill Road. 115 plants seized with a street value exceeding £50k.

I am currently working with the TFRA (Town Farm Residents Association) to arrange another event for the work completed by the payback team with regards to adopt an estate. This is set to be in September some time date TBC. This will showcase a stand from the payback team and police along with perhaps a skate event and BBQ.

### **Hailsham South and West - From Mark Carter and Scott McCallum**

PCSO McCallum - Hailsham West

Priorities:

Anti Social Behaviour on Western Road Recreation ground. I have been conducting high visibility patrols in the area at different times of the day. Recently a fixed penalty notice has been issued for possession of cannabis due to these patrols.

Parking around Grovelands School. I am currently working with local residents, the residents association, the school and the parents to create a solution to easing school traffic. From this we can put any suggestions to East Sussex Highways.

Speeding. I have received complaints from residents of the Gleneagles estate about speeding on the main stretch. I am currently speaking with the casualty reduction officer to plan a time for speed monitoring in the area.

I am in the process of planning a day of action. This is to provide residents and local traders crime prevention advice and to promote neighbourhood watch in the area.

PCSO Carter Hailsham South -

Over the last three months the police have had a number of complaints regarding nuisance mini motorbikes around the Cuckoo trail area, I have been carrying out regular patrols along the Cuckoo trail and have been working closely with my colleagues to ensure any offences are dealt with accordingly. I have also held Street Meetings in Beechwood Close and Birch Way and also sent hand delivered updates to the residents with progress updates. There is now a plan with WDC and ESCC to erect a lasting barrier between the trail and the plot of land that is being used by the motor cyclists.

I have also visited the 2nd Hailsham Scout Group, the Cubs Group and The Brownies to give talks regarding things like personal safety and also an input about Sussex Police and what the role entails. One of the Priorities from the last Panel Meeting was illegal parking but specifically South Road and Ersham Road. I have been working closely with my colleague PCSO Chi Yau and have been conducting a survey to target if there is a problem and when the key times of the day the issues are, so far this has resulted in Traffic Offence Reports being issued along with advisory notices to offending vehicles.

### **Upper Horsebridge / Hellingly - From Wendy Wyatt**

At the previous meeting I raised the condition and state of the Old Mill, Horsebridge and was told it was not under the jurisdiction of Hailsham. I have since made enquiries and am assured that it does come under the remit of Hailsham. I am very concerned about the building and the amount of hours I spend patrolling the area. There is a substantial amount of rubbish laying around the area which is the beginning of a 'right of way' to Hellingly.

I would like to work with other agencies involved to get the area cleared up, the right of way tidied and to know what the future holds for the building. I would look forward to working with Hailsham Council etc to see if we can improve the area.

I attended the quarterly meeting for the cuckoo trail committee.

We are looking to conduct another Education Day, advising on the use of cycle bells (or other means of warning), keeping dogs under control and the clearing up of dog mess. Generally respecting all users of the trail. I will contact you further when we have organised a date with Jo, cuckoo ranger.

Howard Nevill  
PS CN104 Nevill  
Hailsham and Hellingly

COMMITTEE: Hailsham Town Council

DATE: 17<sup>th</sup> July 2013

REPORT BY: John Harrison and Terry Hall on behalf of the Hailsham In Bloom Committee

TITLE: HAILSHAM IN BLOOM

PURPOSE: To consider a request from committee members for Hailsham in Bloom to become a charity in it's own right

RECOMMENDATIONS: To agree to the Hailsham in Bloom Committee's Proposal to dissolve the committee and become a registered charity in its own right

#### **BACKGROUND:**

Hailsham In Bloom was established as a major local community project working in partnership with residents, schools, businesses, voluntary groups and registered charities to provide long-term improvements to the environmental quality of Hailsham.

Hailsham In Bloom currently maintains the town centre floral displays:

- Tiered floral planters
- Pole planters
- Hanging baskets
- Pedestrian guard rail planters
- Raised plant beds (including those surrounding the Hailsham War Memorial)

The Dennis King Memorial Orchard & Sensory Garden (off Gleneagles Road and Dunbar Drive) and the Diamond Jubilee Community Rose Garden are also maintained by Hailsham in Bloom all year round.

Hailsham In Bloom has also developed initiatives to improve the local environmental quality in other parts of the town, including the enhancement of public open spaces, the planting of additional flora at the Hailsham Country Park, the installation of murals at various recycling centres and the planting of trees in various parts of the town.

## **PROPOSAL TO BECOME A REGISTERED CHARITABLE ORGANISATION:**

The Hailsham In Bloom Committee has researched into the possibility of obtaining status as a registered charity and subsequently is seeking to pursue this course of action. It is proposed that, when charity status is granted, the Hailsham In Bloom Committee dissolves and becomes a charity in its own right, free from Town Council control. The Charity will be known as "Environment Hailsham".

### *Benefits of Hailsham in Bloom Registering as a Charity*

- **Public recognition:** Charitable status gives an organisation respectability and recognition and reassures the people that you are working with or seeking funding from.
- **Access to greater levels of funding:** Charitable status will facilitate access to more and varied funding streams. Many funders are only allowed to fund charities (or may choose only to do so). Charities can often raise funds from the public, businesses and grant-making trusts more easily than non-charities or local government organisations. Private companies will be able to claim tax relief on any donation of money to a registered charity.

Organisations that have been known to fund similar charities elsewhere and where funding streams and grants are available include building societies, the Royal Horticultural Society and banks. Other funding streams and grants will also be available that are not while Hailsham in Bloom remains Town Council ran. Therefore, this step could and should attract more funding and therefore more Hailsham In Bloom environmental activity and bring greater benefits to the town.

- **Savings for the Town Council:** If "Environment Hailsham" is established and therefore Hailsham In Bloom ceases to become a Town Council led body, this will lead to savings for the Town Council:
  - The Town Council funds Hailsham In Bloom via the precepted HTC Budget. The budget for the current year is £6,000. It will be necessary for the Town Council to find savings in the near future.
  - The Town Council provides support to Hailsham In Bloom with input from the Communications Officer as clerk to the committee, at an average of 5 hours per week plus additional time spent on related press releases and publicity. This will cease to be the case under this proposal. Therefore freeing up some office capacity.
  - The Town Council provides support to Hailsham In Bloom with input from the outdoor works team, including watering at an agreed seven hours per week (although currently more than that) plus also labour for specific projects. This would also cease and therefore add to the Outdoor Works Team's capacity.
- **Volunteer Activity:** People are more likely to offer their voluntary time, energy and manpower to a local charity, as opposed to a local government organisation. In the past 12 months two meetings of the Hailsham In Bloom Committee have not been able to make decisions due to an insufficient number of council members being able to attend. A Charity Board would operate under its

own terms of reference and may attract more outside volunteers if not a council committee.

- The South and Southeast in Bloom organisation has stated that it views and judges 'In Bloom' activities that are not directly run and funded by local councils more favourably.

#### Disadvantages of Hailsham In Bloom Acquiring Charity Status

**Town Council Recognition:** Environment Hailsham will no longer be a solely Town Council led and funded organisation, it will be an organisation in its own right. Although it is anticipated that the town council will maintain some involvement, through membership on the Environment Hailsham Board, through access to the Town Council facility at Grovelands Barn and possibly through funding via the Town Council's grants. However, the Town Council will no longer be responsible for and able to claim due credit for the 'Hailsham in Bloom' activities.

**Financial Stability:** As note above, achieving charitable status will likely increase the funding opportunities available to Environment Hailsham. Conversely, while a committee of the Town Council, Hailsham in Bloom is virtually guaranteed a level of funding via the Town Council's precepted budget, subject to the usual budget setting processes, committee and council agreement. This will not be the case if the proposal is accepted, with the financial viability of Environment Hailsham being subject to grant applications and funding from external sources.

**Stability of membership and access to labour:** Also as note above, charitable status may result in the attraction of more volunteers for both decision-making and carrying out the works. But this will also mean that the committee (or charity board) is not guaranteed membership in the same way that a council committee is, or guaranteed access to resources such as the Communications Officer and the Outdoor Works Team, as it is while a council led activity.

#### **CONTINUATION OF WORK IF AND WHEN CHARITY STATUS IS OBTAINED:**

The Charities Commission has stated that achievement of charitable status take approximately 15 working days from receipt of application. When charity status is obtained Hailsham In Bloom proposes that it changes its name to 'Environment Hailsham'.

The new group will continue work on projects carried out by Hailsham In Bloom to enhance the environmental quality of the town. These include:

- Town centre floral displays
- Entry to the South and Southeast in Bloom competition
- Maintenance of other projects such as the Diamond Jubilee Garden and Dennis King Memorial Orchard & Sensory garden
- Continuation of the 'Plot to Plate' scheme for the education of young people
- General environmental projects, including grey water collection
- Tree planting campaigns
- Future projects that may come 'on-line' as the charity gains momentum and accesses new funding opportunities

There will be no cost to the Town Council for the maintenance of the aforementioned horticultural sites/facilities by Environment Hailsham and permission will be obtained from the Town Council to use certain sites/public spaces where applicable.

It is suggested that an oversight councillor role is established, linking the Town Council and newly formed Environment Hailsham, with membership on the Environment Hailsham Board (Councillor R. Grocock has confirmed that he is willing to take on this responsibility and will be the principal liaison).

It is envisaged that Environment Hailsham will need continued access to the Grovelands Barn site, which is of course owned and operated by the Town Council. Environment Hailsham will maintain a degree of responsibility for development and activities undertaken on the site, under the supervision and collaboration with the Town Council. The 'oversight' role for Environment Hailsham will be integral to this.

### **FINANCIAL IMPLICATIONS:**

To become a registered charity, Environment Hailsham needs to be able to evidence a balance of £5,000, in order to guarantee its existence. It does not currently have this amount in the existing (Hailsham In Bloom) committee budget. The proposal is therefore that Hailsham Town Council 'tops-up' the budget to that level from contingencies – this would amount to £3500.

As at 30th June remaining budget for Hailsham In Bloom was £2661.00. There is approximately £300 worth of invoices remaining to be processed.

This would be one-off payment from the Town Council. From thereon there will be no allocation of budget to Hailsham In Bloom activities (this current financial year at £6,000). Environment Hailsham will be entitled to apply for the Town Council grants to external organisations in the same way as all other local organisations.

### **STAFFING IMPLICATIONS:**

Acceptance of the proposal will provide the Town Council with additional capacity for the Communications Officer (who acts as clerk to the Hailsham In Bloom Committee and provides support with publicity and media releases etc) and for the outdoor works team in providing support to watering and installation of projects such as the Diamond Jubilee Community Rose Garden etc.

### **CONCLUSION:**

The Town Council is asked to agree to the proposal to dissolve the Hailsham In Bloom Committee and top up the Committee budget to £5,000 in order for it to meet eligibility criteria in terms of becoming a registered charity.

Further information in respect of this report can be obtained from John Harrison (01323 445738 / john.harrison@hailsham-tc.gov.uk)

COMMITTEE: Hailsham Town Council

DATE: 17<sup>th</sup> July 2013

PURPOSE: To consider the commuted sum offered by Bloor Homes for the transfer of play areas and open space from the Woodside Farm Bloor Home development to the Council

RECOMMENDATIONS:

To recommend the request by Bloor Homes for the Town Council to take over responsibility of the land is refused

BACKGROUND:

The Town Council was approached by Bloor Homes earlier this year to take over responsibility for areas of open space in the new development of 75 dwellings at Land East of Woodside Farm, Hempstead Lane. Bloor Homes provided a management plan and requested the Town Council propose a commuted sum, to be considered and agreed by Bloor Homes. The proposed areas of responsibility are a play area, public open space areas and woodland buffer and a pond. (shown in the attached map).

The request was then taken to the Council in March 2013 with an estimated cost from The Town Council contractors, Barcombe Landscapes, who provided figures for maintaining the land over a 20 year period. The attached spread sheet shows the figures which were suggested to Bloor Homes, with 3% inflation rise per annum and a 25% management fee was also included, as whilst Barcombe Landscapes would provide the labour, the Council would have to take responsibility for the management of this area.

Bloor Homes have come back to the Council regarding these proposals and have advised that the figures the Town Council has proposed is way beyond what they would normally expect to contribute. They have asked the Council to reconsider the commuted sum and attached are the proposed figures put forward as a proposal by Bloor Homes, from their suggested landscape consultant, JBA Consultancy Services Ltd.

In the figures provided for by the Bloor Homes contractor, there is no allowance for inflation over 20 years and no costs provided for the management fee. No funds are allocated for the upkeep and maintenance of the pond located on the site and no provision to replace the play equipment once in twenty years.

FINANCIAL IMPLICATIONS:

Bloor Homes figures are far less than the commuted sum suggested by the Town Council. Although the first year's figures are not hugely different, over time the difference becomes more obvious as there is no allowance for inflation. If the land was taken over by the Council this difference would have to be added to the precept in future years.

CONCLUSION:

The figures provided by the Town Council's contractors are extremely competitive and allows for all the necessary expenditure over a twenty year period.

The figures provided for by Bloor Homes are unrealistic as there are gaps in their figures. They do not allow for inflation rises, management fees, and the upkeep of facilities on the site such as the play equipment and the maintenance that will be required for the pond.

The Town Council already has a number of sites under its responsibility and it is not in the interest of the Town Council to take over responsibility of an extra site without the finances which will allow the site to be maintained and looked after at a reasonable level. The residents on this development will be expecting all work described in the detailed management plan to be carried out and will require specific input from whoever manages the area.

Further information in respect of this report can be obtained from Karen Moralee. Tel: 01323 445 738, Email: [karen.moralee@hailsham-tc.gov.uk](mailto:karen.moralee@hailsham-tc.gov.uk)





**Legend**

- Existing Woodland Buffer
- Play Areas
- Land Retained by Bloor Homes Ltd Southern
- New Boundary Planting
- Open Space Areas
- Built Development & Road Infrastructure

**PRELIMINARY**

REV. No.	DATE	DESCRIPTION	INITIALS		
Client		<b>BLOOR HOMES</b> J.S.BLOOR (NEWBURY) LIMITED	<b>MJA CONSULTING</b> CIVIL AND STRUCTURAL ENGINEERS 58-62 Oak Street, Abingdon Oxon, OX14 6BZ Tel: 01235 665173 Fax: 01235 623226		
Project		Hempstead Lane Hailsham			
Title		Landscape Buffer/Openspace & Play Areas	Scale 1:1000@A3	Date Jan '11	Drawing No. 4455:55
			Checked	Drawn L/W	Rev

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## COMMUTED SUM SCHEDULE

Client: Bloor Homes  
 Site: Hailsham POS  
 Dwg No: JBA 10/133

Date: 16/05/2013

### COMMUTED SUM CALCULATION FOR HAYHILL ALLOTMENT SITE IS SET AS FOLLOWS:-

**Notes:-**

- All rates for hard and soft landscape maintenance have been taken from rates from landscape maintenance contractors and have been agreed by other L.A.'s and discussed/ negotiated with IBC in May 2006.

- Quantities given below are subject to change. Final quantities shall be re-calculated following receipt of an approval notice for the residential and external works layouts (including landscape scheme). Including play items, seats, bins, paving, enclosing fence, and any safety surfacing required

Annual maintenance costs for 1 x LEAP (ages 4-12), 1 x LEAP/ LAP combination (ages 1-12).

LEAP - LUMP SUM - 1 No. @ £30,000 each

£30,000.00

Including equipment, seats, and safety surfacing.

**Approx. commuted sum for all LAP/LEAPs for 20 years**

**£30,000.00**

Item	Quantity	Rate	Freq'cy per yr	Comment	No. of		Total Cost
					Yr 1 cost	Yrs	
Grass in play area	300 m2	0.06	25	weekly for 25 weeks	450	20	9000.0
Large existing trees retained - periodic surgery	30 No.	139.1	0.2	Annual inspection included	834.78	2	1669.6
Canopy Mix A - Forest Scale species - 2m c/s	463 m2	0.21	4	Spray base, top up mulch	388.92	3	1166.8
Sub-canopy Mix A - Woodland edge species - 1/m2	1621 m2	0.8	4	Spray base, top up mulch	5187.2	3	15561.6
Native Buffer Mix A - Indigenous shrubs/ trees - 1/m2	178 m2	0.84	4	Spray base, top up mulch	598.08	3	1794.2
Dry meadow seed mix - 1 cut per annum	310 m2	0.25	1	Cut, rake, remove	80.6	20	1612.0
Wet meadow seed mix - 1 cut per annum	0 m2	0.25	1	Cut, rake, remove	0	20	0.0
Amenity grass seed mix	1221 m2	0.04	12	Cut	586.08	20	11721.6
Ponds and marginal planting	0 m2	1.482	1	Annual inspection/ clear	0	20	0.0
Water courses and marginal planting	0 m2	1.482	1	Annual inspection/ clear	0	20	0.0
Standard and Feathered trees	28 No.	4	1	Annual inspection/ prune	112	20	2240.0
Knee/ Ascot Rail 400-800mm high	127 m	1	1	Repairs	127	20	2540.0
Double Maintenance Gate	1 No.	300	0.1	Repairs	30	20	600.0

Ground Cover mix - establishment phase	576 m2	1	6	Weeding, pruning, litter pick	3456	3
Ground Cover mix - established phase	576 m2	0.35	4	Weeding, pruning, litter pick	806.4	17
Ground Cover mix - established phase	576 m2	0.84	4	Spray base, top up mulch	1935.36	3
Ornamental Shrubs including in play areas yrs 1-3	75 m2	1	6	Weeding, pruning, litter pick	450	3
Ornamental Shrubs including in play areas yrs 3-20	75 m2	0.35	5	Weeding, pruning, litter pick	131.25	17
Turf Reinforcement	45 m2	3.3	1	Repair, fasten down	148.5	20
Bitmac paths, ramps, steps, hard standing - sweeping	203 m	0.05	26	weekly for 26 weeks	263.9	20
Bitmac paths, ramps, steps, hard standing - Repair/ renew	203 m	1.35	1	m2 cost by 15 yrs + removal	274.05	20
Pre-cast concrete edgings	189 m	15	0.033	Replace every 30 yrs	93.555	20
Hoggin surfacing	20 m2	4.2	1	Roll, repair, spray	84	20
Bark mulch surfacing	0 m2	4.2	1	Rake. Top up	0	20
Timber board edgings	50 m	7.5	0.1	Replace every 10 yrs	37.5	20
Edging ornamental planting beds	80 m	0.9	3	Edge beds remove arisings	216	20
Bulbs	21 m2	0.35	1	Strim off in late June	7.35	20
<b>Total Commuted Sum Payable</b>					<b>16291.175</b>	

**Bloor Homes Hemstead Lane Development**

**Price for grounds work and Maintenance for 20 Years - Supplied by Barcombe Landscapes LTD @5% per annum**

	Price p.a. £	Price Y2 £	Price Y3 £	Price Y4 £	Price Y5 £	Price Y6 £	Price Y7 £	Price Y8 £	Price Y9 £	Price Y10 £	Price Y11 £	Price Y12 £	Price Y13 £	Price Y14 £
Grass - cutting and strimming - weekly - 26 cuts	1,780	1869	1962	2061	2164	2272	2385	2505	2630	2761	2899	3044	3197	3356
Hard Surfaces - sweeping monthly though year	600	630	662	695	729	766	804	844	886	931	977	1026	1078	1131
Hard Surfaces - spraying path edges and road gutters 2x p.a.	250	262.5	276	289	304	319	335	352	369	388	407	428	449	471
Pressure wash hard surfaces and street furniture 2x p.a.	500	525	551	579	608	638	670	704	739	776	814	855	898	943
Litter picking daily all areas and dispose correctly	4,040	4242	4454	4677	4911	5156	5414	5685	5969	6267	6581	6910	7255	7618
<b>Planting areas:</b>														
Weed around shrubs monthly (6 months)	720	756	794	833	875	919	965	1013	1064	1117	1173	1231	1293	1358
mulch annually with wood peelings	800	840	882	926	972	1021	1072	1126	1182	1241	1303	1368	1437	1509
spray annually perennial weeds with glyphosate	500	525	551	579	608	638	670	704	739	776	814	855	898	943
water shrubs through summer frequently in low rainfall (1st 3 years)	1,600	1680	1764	1852	1945	2042	2144	2251	2364	2482	2606	2737	2873	3017
<b>Tree planted buffer zones:</b>														
strim twice per year - early April & August	800	840	882	926	972	1021	1072	1126	1182	1241	1303	1368	1437	1509
inspect and prune trees and shrubs in winter to achieve good shape in their growth pattern to BS3998. Remove cuttings	800	840	882	926	972	1021	1072	1126	1182	1241	1303	1368	1437	1509
Wild flower areas - cut and remove hay once dried	350	367.5	386	405	425	447	469	492	517	543	570	599	629	660
Inspect play equipment safety surfacing, fencing and gates and produce monthly written report	1,700	1785	1874	1968	2066	2170	2278	2392	2512	2637	2769	2908	3053	3206
Trim hedges, prune shrubs, tidy edges and misc operations	500	525	551	579	608	638	670	704	739	776	814	855	898	943
Pond maintenance	3000	3150	3308	3473	3647	3829	4020	4221	4432	4654	4887	5131	5388	5657
Thinning and coppicing and selective removal of some trees and shrubs. Year 4 and year 15 Each visit £500				579										
Surgery to mature trees - allow contingency	500	525	551	579	608	638	670	704	739	776	814	855	898	943
<b>Yearly Totals</b>	<b>18,440</b>	<b>19,362</b>	<b>20,330</b>	<b>21,925</b>	<b>22,414</b>	<b>23,535</b>	<b>24,711</b>	<b>25,947</b>	<b>27,244</b>	<b>28,606</b>	<b>30,037</b>	<b>31,539</b>	<b>33,116</b>	<b>34,771</b>
<b>Total before HTC Management Fee</b>	<b>611,258</b>													
<b>Management Fee @ 25%</b>	<b>152,814</b>													
<b>Replace play equipment and safety surface once in 20 years</b>	<b>10,000</b>													
<b>Overall Total for 20 years</b>	<b>774,072</b>													

Price Y15	Price Y16	Price Y17	Price Y18	Price Y19	Price Y20	Total
£	£	£	£	£	£	
3524	3700	3886	4080	4284	4498	58,857
1188	1247	1310	1375	1444	1516	19,840
495	520	546	573	602	632	8,266
990	1039	1091	1146	1203	1263	16,533
7999	8399	8819	9260	9723	10209	133,586
1426	1497	1572	1650	1733	1819	23,807
1584	1663	1746	1834	1925	2022	26,453
990	1039	1091	1146	1203	1263	16,533
3168	3326	3493	3667	3851	4043	52,906
1584	1663	1746	1834	1925	2022	26,453
1584	1663	1746	1834	1925	2022	26,453
693	728	764	802	842	884	11,573
3366	3534	3711	3896	4091	4296	56,212
990	1039	1091	1146	1203	1263	16,533
5940	6237	6549	6876	7220	7581	99,198
943						1,522
990	1039	1091	1146	1203	1263	16,533
37,453	38,335	40,252	42,265	44,378	46,597	611,258

**Report to:** Hailsham Town Council  
**Date:** 17<sup>th</sup> July 2013  
**By:** John Harrison – Town Clerk/ Responsible Finance Officer  
**Title of Report:** PCSO Sponsorship

## **PURPOSE**

To consider the position of the Town Council with regard to the Sponsorship of the PCSO

## **BACKGROUND**

### **Budget Pressures**

The Council is required to set its budget for the 2014-2015 financial year by January 2014, for consideration at a meeting of council currently set for 15<sup>th</sup> January 2014 which will meet specifically to consider the budget and precept request.

Due to budget pressures the council may be required to find significant savings over the coming years. As noted in the report which was presented to the meeting of Hailsham Town Council on 23<sup>rd</sup> January 2013, this is due to:

- Changes to the way in which the Tax base for 2013-14 onward is calculated due to the localisation of council tax benefit.
- In 2013/14 the Hailsham tax base has dropped from 7333.7 to 6297.9. This results in a shortfall of precept
- For 2013/14 the shortfall in precept is made up from a grant given to Wealden District Council and passed onto parishes and towns, of (£118,794) – 13% of the total Hailsham Town Council budget.
- It is uncertain whether a grant will be in place or what a grant may be in 2014/15 and subsequent years
- There is a potential for the introduction of the capping of council tax increases for parish/town councils in 2014/15

The budget for the current (2013-14) financial year was set at £893,119.00 and council recommended no increase in the Band D Tax Rate of £114.69. The shortfall caused by the reduction in the tax base was met by the WDC Grant of £118,794.00 and the drawing from reserves of £52,018.85 as illustrated below:

<b>Budget</b>	<b>£893,119.00</b>
Precept	£722,306.15
WDC Grant	£118,794.00
Drawn from reserves	£52,018.85
<b>Remaining reserves</b>	<b>£184,028.15</b>

**It is possible that there will be a decreased grant or indeed no grant for 2014-2015 and subsequent years. This would mean a shortfall of up to £118,794.00 in the Town Council's income.**

It is clear that the continued use of reserves at any increased level is not a sustainable means of budgeting and could put the financial stability of the council at risk. It may therefore be necessary to consider savings and reduce the budget in order to safeguard council services as much as possible in the event of a grant shortfall in the 2014-15 financial year.

At the meeting of the Finance and Budget Oversight Committee held on 7<sup>th</sup> July 2013 the committee considered whether the sponsorship of the PCSO is one such saving that should be considered. The Committee felt that this should be a decision made by a meeting of the full council.

### **PCSO Sponsorship**

In November 2003 the people of Hailsham voted in favour for Hailsham Town Council to fund two Police Community Support Officers to work within the parish for two years.

A Further vote was held in January 2006 and the parishioners voted in favour of this again. This agreement continued until 2011 when the council resolved to reduce the sponsorship of PCSOs to one

*Minute Ref HTC11/7/279.2: **RESOLVED** that with effect from April 2012 Hailsham Town Council reduces its sponsorship from two PCSOs to one PCSO.*

The current costs of the PCSO Sponsorship for the 2013-14 financial year is £31,250.00 per year.

### **Implications**

The Town Clerk has spoken to Chief Inspector Wakefield to clarify the implications of the town council no longer sponsoring any PSCOs.

The number of PCSOs covering the Hailsham Parish would reduce from seven to six. (These include the Sponsored PCSO, plus two for Hailsham Central and North, one for Hailsham East, two for Hailsham South and west and one for Upper Horsebridge and Hellingly).

The Town Council would lose the ability to direct the priorities for the sponsored PCSO. The local police would continue to listen to local concerns but could not guarantee deployment of PCSOs according to town council requests.

### **RECOMMENDATIONS**

The council is asked to consider whether it wishes to continue funding the one sponsored PCSO for the 2014-2015 financial year and from thereon.

COMMITTEE: Hailsham Town Council

DATE: 17<sup>th</sup> July 2013

PURPOSE: To consider a request to hold a funfair on Hailsham Country Park

RECOMMENDATIONS:

The Festivities and Events Committee recommend refusal of this request.

BACKGROUND:

Mr B. Mitchell has requested the use of Hailsham Country Park to hold a funfair over a weekend in the summer of 2013.

B. Mitchell and sons funfair has regularly used the Maurice Thornton Playing Field to hold their funfair in previous years, however this area is now unavailable for use as there is limited space with the recent construction of the skateboard park without encroaching on the football pitches.

The type of funfair requested will include large funfair equipment and lorries will need to park in the area, and these may cause damage to the ground

There is limited parking for such an event at the Country Park, the nearest parking being the small car park at Holyhead and therefore may be necessary to use an area on the country park for those visiting the funfair to park. This again is likely to cause damage to the ground.

If it is agreed that a funfair is allowed on the Country Park a large deposit would be taken from Mr Mitchell to allow for any damage to the ground and the event would have to be cancelled in the event of very wet weather in the lead up to the event, as this will allow more damage to be caused to the ground.

There is likely to be considerable opposition from local residents of the area as they are unlikely to support such an event so close to their homes.

There were some complaints from local residents at Maurice Thornton

There was an incident at the last funfair held on Maurice Thornton in 2011 where the organisers of the funfair, which were living on site whilst the funfair took place, were reported to be holding a party which caused noise into the early hours. This was later reported to Mr Mitchell, who was not on site at the time and he advised this incident would not take place again.

FINANCIAL IMPLICATIONS:

The Council would charge for the use of the park over a weekend, in the region of £500.00

CONCLUSION:

Although the Council supports and is trying to promote local events, members need to consider whether the Country Park is an appropriate location for a funfair. It is likely that the large trucks and lorries, as well as pieces of large funfair equipment will cause damage to the ground. It must be noted however that many residents have enjoyed the funfair in previous years and would welcome such an event. It is unlikely though to be supported by the immediate residents of the Country Park.

Further information in respect of this report can be obtained from Karen Moralee. Tel: 01323 445 738, Email: karen.moralee@hailsham-tc.gov.uk



**Report to:** Hailsham Town Council  
**Date:** 17<sup>th</sup> July 2013  
**By:** John Harrison – Town Clerk/ Responsible Finance Officer  
**Title of Report:** Hailsham Arts Festival Funding

## **PURPOSE**

To consider a request to fund aspects of the Hailsham Arts Festival

## **BACKGROUND**

1. The Meeting of Hailsham Town Council on 24<sup>th</sup> April 2013 discussed what support could be given to the Hailsham Festival of Arts and Culture and it was resolved “*to provide funding for community based activities within the festival*”. (Minute Ref HTC/12/11/319.3).

The original intention behind this was to use some of the council's Festivities and Events budget, allocated for the Charter Market/Summer Market for this purpose, as the town council is not organising a summer fete for this year.

Budgets for Festivities and Events For 2013-14:

£4000 has been allocated to the Charter Market

£5000 has been allocated to the Christmas Market

£3000 will be brought forward from 2012/2013 budget

Therefore totalling £12,000

The issue was discussed at the meeting of Business Enterprise Committee on 9<sup>th</sup> May 2013.

(Minute Ref BDC13/1/7.4):

*Councillor Mrs Bentley advised the meeting that the Council's had agreed to support community based projects as part of the Festival and provide funding as appropriate. The projects could include a scarecrow making competition and other children's activities*

The Hailsham Arts Festival was also discussed at the meeting of the Festivities and Events Committee on 10<sup>th</sup> June 2013. It was suggested that funding could be given to the Arts Festival from the remainder of the Town Council's Grants Budget (to the tune of £2,500).

(Minute Ref FE13/2/8):

*Councillor Bentley stated that £2,500 in the form of a grant could be given by the Committee to the Arts Festival but this will have to go to Full Town Council to be ratified.*

There is £2400 currently remaining in the Town Council's Grants Budget (as at 11<sup>th</sup> July 2013). Donating this to the Arts Festival as a grant to support the festival generally, would allow the festival organisers to use the monies for any area it is needed. This would also mean that the amounts allocated for the Charter Market remain budgeted in that area and can be used for the purposes originally intended for the market planned for June 2014.

## **RECOMMENDATIONS**

Council is therefore asked to recommend granting the remainder of the Grants Budget (£2,400) to the Hailsham Festival of Arts and Culture.