



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, 25th March 2015 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. **HAILSHAM AND DISTRICT SPORTS ALLIANCE**
 - To receive a presentation from the Hailsham and District Sports Alliance.
 - To consider a request to offer the Town Council's formal support to a project to be implemented by the Hailsham and District Sports Alliance

(Report to follow, Author Mr Steve Wennington, Hailsham and District Sports Alliance)

4. **CONFIRMATION OF MINUTES**

To resolve that the Minutes and Reports of the **Meeting of Hailsham Town Council** held on 28th January 2015 (Ref: HTC/14/6/188-211) as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.

4.1 **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 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. Finance, Budget and Resources Committee Meeting (Grants Awarding Panel) (11th March 2015)

B. Planning and Development Committee Meetings (27th January 2015, 17th February 2015 and 10th March 2015)

C. Business Enterprise Committee Meeting (12th March 2015)

D. Festivities and Events Committee Meetings (2nd February 2015 and 2nd March 2015)

E. Parks, Open Spaces and Sports Committee Meeting (25th February 2015)

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

6. UPDATE ON MATTERS IN PROGRESS

To receive a verbal report from the Town Clerk on matters in progress.

7. THE CASUAL VACANCY

To resolve whether to fill the casual vacancy on the Town Council either by co-option or at the next ordinary election on Thursday 7 May 2015.

8. MAYORAL ALLOWANCE SUB-GROUP RECOMMENDATIONS

To consider the recommendations of the Mayoral Allowance Sub-Group as appointed at the last council meeting and which met on 25th February 2015.
(Report to follow, author, John Harrison, Town Clerk)

9. INDEMNITY AGREEMENT RELATING TO THE TOWN COUNCIL CONTRIBUTION FROM DIPLOCKS S106

To resolve to use the council’s seal to execute the indemnity agreement relating to Town Council S106 contribution from the sale of land at Diplock’s (To H. Ripley).
(Report to follow, author John Harrison, Town Clerk)

10. MEMORIAL BENCH AT COMMON POND

To consider a request by a member of the public to take on the maintenance of a memorial bench at the Common Pond *(Report to follow, author John Harrison Town Clerk)*

11. NEW POWER SUPPLY AT HAILSHAM WAR MEMORIAL

To consider a request to fund the installation of additional power supply points at the Hailsham War memorial (*report to follow, author Mickey Caira, Deputy Town Clerk and Business Enterprise Manager*)

12. CONFIDENTIAL BUSINESS

To resolve that due to the special and confidential nature of the business about to be transacted and possible disclosure of personal or legal information not in the public interest at the present time, the following items of business be transacted following the temporary exclusion of members of the Public and Press, in accordance with the Council's Standing Orders No. 57 and 58.

Agenda Item 13: Request from Persimmon Homes

The reason for exclusion is:

(b) terms of tenders, and proposals and counter-proposals in negotiations for contracts;

Following that agenda item the meeting will no longer be under confidential business.

13. REQUEST FROM PERSIMMON HOMES

To consider a request to remove a restrictive covenant on land in Battle Road adjacent to Battle Road Allotments.

(Report to follow, Author Karen Moralee, Planning and Environment Officer)

14. REVIEW OF COUNCIL'S STANDING ORDERS

To consider the proposal to adopt recommended changes to the council's standing orders. This item was adjourned from the last ordinary meeting of the council in January 2015, when the proposal was made, in accordance with Standing Order No. 83. (*Report to follow, author John Harrison, Town Clerk*).

15. COUNCILLORS' QUESTIONS/INFORMATION FORUM

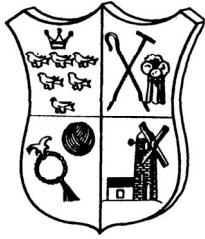
(at the Chairman's discretion).



JOHN HARRISON
Town Clerk

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)



HAILSHAM TOWN COUNCIL

MINUTES of the Meeting of Hailsham Town Council, held at the Fleur-de-Lys Council Chambers/Meeting Rooms, Market Square, Hailsham, on Wednesday 25th March 2015 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.

HTC/14/
7/212 **Present:** Councillors: Mrs. S. J. Bentley (Chairman), W. A. Bentley, Mrs. M. Burt, Ms C. V. Collinson, N. A. Collinson, N. S. Coltman, W. F. Crittenden, R. T. Grocock, P. S. Holbrook, J. Puttick, Ms A. O' Rawe (Vice-Chairman), G. G. Rowe, Mrs. M. Rowe, and C. Triandafyllou.

213 **Officers in Attendance:** J. Harrison (Town Clerk), M. Caira (Deputy Town Clerk and Business Enterprise Manager), Miss K. Moralee, D. Saxby and T. Hall.

214 **Apologies for Absence:**

Apologies for absence were received and accepted from Councillors J Blake. Mrs. J. Cook, Mrs. B. Holbrook and Mrs M Skinner.

215 **Additional Item**

The Chairman requested permission to receive a report from Sussex Police concerning the incident in the town centre during the weekend prior to this meeting. This was agreed.

216 **Declarations of Interest**

Councillor Grocock declared an interest in agenda item 5 as he is Chairman of Environment Hailsham which had applied for a grant from Hailsham Town Council.

Councillor W. A. Bentley declared an interest in the agenda item on policing as he Vice-chairman of the Police and Crime Panel in Sussex.

217 **Confirmation of Previous Minutes**

RESOLVED that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/14/6/188-211) held on 28th January 2015 were confirmed as a correct record, and signed by the Chairman.

218 **Matters Arising**

None.

Police Report

219.1 Sgt. Ritchie from Sussex Police spoke about the incident at the weekend that led to the stabbing of a young man in the town centre. He paid tribute to the quick thinking and bravery of the staff in the Square Youth Café that saved the young man's life.

219.2 The Chairman thanked Sgt Ritchie for his report.

219.3 Councillor W. Bentley asked the Town Clerk to pursue the street pastors idea that had been discussed at a previous meeting.

Hailsham & District Sports Alliance

220.1 Mr. S. Wennington from the Hailsham & District Sports Alliance introduced his report as circulated with the agenda and as Appendix HTC/14/7/220A to these minutes.

220.2 Mr Wennington said there was a severe lack of sporting facilities in Hailsham, and this was an area of the country with above national obesity levels.

220.3 Mr Wennington asked Hailsham Town Council to support a project for a new sports facility in Hailsham to be implemented by the Hailsham & District Sports Alliance.

220.4 **RESOLVED** to write a letter of support of the Hailsham & District Sports Alliance proposal to supply a new sports stadium in Hailsham.

Committee and Panel Reports

221 **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. Finance, Budget and Resources Committee (11th March 2015)

G. Planning and Development Committee (27th January 2015, 17th February 2015 and 10th March 2015)

H. Business Enterprise Committee (12th March 2015)

I. Festivities and Events Committee (2nd February 2015 and 2nd March 2015)

J. Parks, Open Spaces and Sports Committee (25th February 2015)

Business Enterprise Committee – 11th March 2015

222 Minute 92-93 Accounts and Audit

Councillor W. Bentley asked why the Grants Panel had awarded Hellingly Bowls Club £200. Councillor Triandafllou replied that a lot of Hailsham residents were members.

Councillor N. Collinson why did the Grants Panel award more money to the Air Ambulance than it had applied for. Councillor Triandafllou replied that the Panel considered the organisation a worthy case.

No change to the minute recommendation.

Festivities & Events Committee – 2nd March 2015

223 Minute 106 – Christmas Market

Councillor W. Bentley asked what plans were in place if the new owners of Vicarage Field did not want to have events on their land. Mr. M. Caira said that he had received an email from the new owners who appeared very willing to work with Hailsham Town Council and had asked for a meeting.

No change to the minute recommendation

224 Minute 109 – Summer Market/Charter Market/Summer Fete

Councillor W. Bentley asked why the next meeting of the Festivities & Events Committee was being held in the lounge at Hailsham Church when Hailsham Town Council Standing Orders stated that all meetings were to be held in the Fleur de Lys Meeting Room. Councillor Triandafillou stated that the Fleur de Lys Meeting Room was not available and that this was an additional meeting.

Councillor Puttick proposed that the meeting schedule be changed to allow this meeting to go ahead.

RESOLVED that the meeting schedule be changed and that the next meeting of the Festivities & Events Committee be held in the lounge at Hailsham Church.

The Chairman requested that her abstention from voting be recorded.

Parks & Open Spaces Committee – 25th February 2015

225

Minute 37.1 Battle Road Allotments Toilet.

Councillor P. Holbrook explained that the Committee was concerned that the Allotment Association had said that the new toilet was only available for Association members only. Hailsham Town Council had written to them saying this was unacceptable. A reply was awaited,

No Change to the minute recommendation.

226 Minute 38 Battle Road Allotments – Request for a Portacabin

Councillor W. Bentley said he was unhappy with the Parks & Open Spaces Committee recommendation to place a large portacabin on site and asked who was going to pay for the upkeep and the services.

RESOLVED to pass this item back to the Parks & Open Spaces Committee to look at again.

227 Update on Matters in Progress

The Town Clerk reported on a number of matters in progress. These were: A22 signage, public toilets, The Apprentice Reception is and Administrative Assistant, MASSHH , the youth café, the Annual Town Meeting and that the Purdah period for the elections began on 23rd March.

228 **The Casual Vacancy**

RESOLVED fill the casual vacancy at the next ordinary election on 7th May 2015.

Mayoral Allowance Sub-Group Recommendations

229.1 Councillor Triandafyllou introduced this agenda item and referred members to the report circulated with the agenda.

229.2 **RESOLVED** to agree the recommendations of the Mayoral Allowance Sub-Group arising from its meeting held on 25th February 2015 as circulated with the agenda and as Appendix HTC/14/7/A to these minutes.

229.3 The Chairman and Councillor W. Bentley requested that their abstentions from voting be recorded.

Indemnity Agreement Relating to The Town Council Contribution From Diplocks S106

230.1 The Town Clerk introduced this agenda item.

230.2 **RESOLVED** to use the Council's seal to execute the indemnity agreement, as per the report circulated with the agenda and Appendix HTC/14/7/**A to these minutes, relating to the Town Council S106 contribution from the sale of land at Diplocks to H. Ripley.

Memorial Bench at Common Pond

231.1 Members were asked to consider a request from a member of the public to take on the maintenance of a memorial bench at the common pond. The officer's report was circulated with the agenda and as Appendix HTC/14/7/231A to these minutes.

Discussion ensued.

231.2 **RESOLVED** to defer the decision on agreeing to the request to take on the maintenance of a memorial bench at the common pond to the next meeting.

New Power Supply at Hailsham War Memorial

232.1 The Deputy Town Clerk and Business Enterprise Manager introduced this agenda item and referred members to the officer's report circulated with the agenda and as Appendix HTC/14/7/232A to these minutes.

232.2 Councillor W. Bentley said that it should be made clear that the work will be taking place on the outer wall and not on the war memorial itself. He was also concerned if

the proposed bollards would be secure enough and pointed out that Hailsham Town Council would be responsible for on-going electricity costs.

- 232.3 **RESOLVED** to fund eight new electricity sockets in the surrounding wall of the War Memorial at a cost of £6,335.87 and request the War Memorial Trust to agree to use their land.

233 **Confidential Business**

RESOLVED that due to the special and confidential nature of the business about to be transacted, and possible disclosure of personal or legal information not in the public interest at the present time, the following items of business be transacted following the temporary exclusion of members of the Public and Press, in accordance with the Council's Standing Orders No. 57 and 58. The reason for exclusion is:

(b) terms of tenders, and proposals, and counter-proposals in negotiations for contracts.

Request from Persimmon Homes

- 234.1 Mr. John Kelly from Wates Development representing Persimmon Homes addressed the meeting.
- 234.2 Mr Kelly said the developers were asking the Council to vary the covenant to allow access to the land earmarked for housing development by Persimmon Homes.
- 234.3 The developers had put forward two options.
- 234.4 Both options required the lifting of the covenant.
- 234.5 After Mr Kelly left the meeting members considered the report circulated with the agenda and as Appendix HTC/14/7/234A to these minutes.
- 234.6 **RESOLVED** to agree that in principle the restrictive covenant on the land in Battle Road adjacent to the Battle Road allotments can be removed and to enter into negotiations with Wates Developments.

235 **Councillors Ms C Collinson and W F Crittenden**

Councillors Ms C Collinson and W F Crittenden left the meeting at 9.45pm

Review of Council's Standing Orders

- 236.1 The Town Clerk referred members to the officer's report circulated with the agenda and as Appendix HTC/14/7/236A to these minutes. This item was adjourned from the last ordinary meeting of the Council in January 2015, when the proposal was made in accordance with Standing Order No.83.
- 236.2 **RESOLVED** to adopt the recommended changes to the Council's standing orders.

Councillors' Questions/Information Forum

237

Defibrillators

Councillor Triandafyllou said that the four defibrillators had been ordered and sites for their installation had been identified.

238

Outgoing Members

The Chairman thanked all members who were not standing for re-election; she particularly thanked Councillors Geoff and Mary Rowe who had been members of Hailsham Town Council for a combined total of 36 years.

There being no other business, the meeting closed at 9.58pm.

CHAIRMAN

Global/Minutes and Agendas/DS/ HTC Minutes 25th March 2015.

Report to: Hailsham Town Council
Date: 25th March 2015
By: Mr Steve Wennington, Hailsham and District Sports Alliance
Title of Report: Hailsham and District Sports Alliance

PURPOSE:

- To receive a presentation from the Hailsham and District Sports Alliance.
- To consider a request to offer the Town Council's formal support to a project to be implemented by the Hailsham and District Sports Alliance

Is sport important to Hailsham?

Sport is regularly mentioned by the NHS, Government and indeed the police for its many benefits of fitness, discipline, teamwork and a healthier active community

Does anyone disagree?

Hailsham used to be a leader in providing sporting facilities back in the 1870's we had more sports area (by population) than is currently the recommended minimum from the Kit Campbell report commissioned by WDC about 10 years ago....

See Population of Hailsham and introduction of sports fields/facilities

Current playing issues

- a) Football – Hailsham Town – one pitch – 4 teams (1st, 2nd, under 17 & under 18) want to add a women's team – but actually don't have any spare capacity – pitch unplayable for 2 months last year- had to train at Uckfield
- b) Hailsham united – Maurice Thornton – dreadful changing facilities – poor pitches – had to play home games away (east Grinstead) as pitch unplayable for 4 months last year
- c) Hockey – 5 teams – have to use Hailsham School pitch – not looking to recruit as at capacity – no home guarantee – if Hailsham school upgrade pitch to 3g – Hockey cant be played
- d) Cricket – Hellingly 4 senior teams – 1 pitch – home games at Ninfield – Hailsham Cricket – 4 senior teams, 1 pitch (but due to add Roebuck park in future)
- e) Rugby – 2 teams plus juniors – pitch unplayable for 3 months – had to play home games at Brighton
- f) Archery – used to use land at Boship Hotel – new owners scrapped it – now use Heathfield Rugby club
- g) Hailsham Harriers – 150 members- no home – have to change at Summerheath hall – only place they can use toilets
- h) Expected in increase in year size for Hailsham School – 60 - 420 extra children in the next few years at senior level.
- i) See note from Hailsham College on use of sports hall – already at capacity

Current analysis – see doc Hailsham Outdoors Sports provision – and this only measures football, cricket and rugby – it does not take into account any other outdoor sport such as Hockey, tennis, athletics – and no indoor sports such as gymnastics, trampoline, basketball, karate/judo etc –

The report therefore highlights the minimum deficiency for the current population of Hailsham & Hellingly – it also does not take into account any of the surrounding villages, or the further increase in housing to be agreed in the next few years.

Why has this happened?

There is no legal requirement to provide sports facilities – it generally only happens when a local/district council work with the community to make it a priority.

As the sports community, we didn't understand this, we all assumed the government (local/ regional/national) would implement facilities in line with an increase of population/housing.

So what are our options?

1. We need everyone to be aware of the problem –
2. We need to work out a plan that best addresses the problem
3. We need to work as a committed team to make it happen
4. Perhaps most importantly – we need a suitable piece of land dedicated to sport for our town/community – 25 acres – as per report recommendation

The plan/concept

A multi-purpose sports park with a floodlight Astro turf pitch as a priority
To be run on a sports club basis (cost effective) – see example of Wallingford Sports Club

Using funding from FA/Sport England and local developers (e.g. Wates/Taylor Wimpey)

Dilemma for WDC planning

Agreement for funds to go off site towards a sport park project but need 2 things in place to make that a reality

- a) Agreement from Hailsham Town council for the money to go outside Hailsham (effectively nowhere in Hailsham for a sports park)
- b) To somehow purchase/lease the land required as funding from the FA/Sport England is for facilities, not land

Following on:-

- c) Current suggestion from WDC for us to investigate - Honey Pot Farm – various advantages, it has already had surveys carried out for ecology, transport and archaeology (cost 200k) – and it has been turned down for housing and industry, so land doesn't currently have high value (we hope) – but not part of Hailsham
- d) Alternative sites? –Boship, Park Farm, Broad Farm – all carry premium of costly application process and farmers requiring permission for homes on part of their land before offering us land at a reasonable price. Preference is to have a site within very close proximity to Hailsham, so it is seen as a town/community asset – but this requires agreement with local farmers/landowners – and a negotiation including housebuilding to make the proposition attractive
- e) Failure means for those wishing to participate in sport, a journey to Eastbourne/Lewes/Heathfield/Brighton – which has an environmental impact – and of course, Hailsham is a less desirable place to live/ bring up a family. (also, checked with Lewes leisure centre and asked for potential for 5 a side game. Only two available slots in next 7 days – 5pm Thursday and 5pm Friday – otherwise fully booked) – even towns with far more facilities than us are at capacity.

Who supports the concept?

Charles Hendry MP
Hailsham Academy (Phil Matthews)
Heads of all Primary Schools
All sports clubs in the town & surrounding areas

The Police
The NHS?
Hailsham Forward
Bedes

Whilst I hope and suspect there will now be a greater recognition to the size of the problem – how can we work together to secure the land that help build a better future for our children/community, and **make Hailsham a destination town – not a sports commuter town.**

Steve Wennington

Chairman
Hailsham and District Sports Alliance

07980 643827

steve@pro-eco.co.uk

Appendix One

Population of Hailsham

1851 population 1,825

1854 – Western road recreation ground
1874 – hailsham Town FC & Cricket club
(approx 5 acres sports fields)

1920? Hellingly hospital cricket & football pitch

1951 population around 4,000

1952 – Horsebridge rec (Hellingly cricket)
(Approx 5 acres sports fields)

1961 population 5,362

1970? – Maurice Thornton playing field
(approx 4 – 5 acres)

1981 population 12,510

Hellingly hospital close cricket and football
Hailsham Leisure Centre – indoor sports hall

1991 population 18,426

Gleneagles estate – sports fields promised including New
home for Hailsham town - no sports field

2001 population 19,177

Hailsham School Astroturf and sports hall
Hailsham Lesiure centre shutdown sports hall

2011 population 19,977

2014

Wellbury Farm – Promised 3 pitches plus sports hall

2015

Hellingly cricket pitch to re-open (Roebuck)

2017 ?

Potentially one football pitch on new developments
No changing, no floodlights, no drainage

Report to: Hailsham Town Council

Date: 25th March 2015

By: John Harrison, Town Clerk

Title of report: Recommendations of Mayor's Allowance Sub-Group

PURPOSE:

To consider the recommendations of the Mayor's Allowance Sub-Group

BACKGROUND.

**1. Finance, Budget and Resources Committee Meting, 29th October 2014.
Minute Ref FBR/14/5/50-50.3**

Chairman's Allowance

Discussion ensued regarding the report on the current Chairman's Allowance.

Cllr Puttick proposed that when the new financial year starts the outgoing mayor has a ring fenced amount within the new budget for expenditure in April and May.

RESOLVED that the figure ring fenced for the outgoing mayor to be investigated by the Finance Officer based on a 5 year average.

RESOLVED to recommend to note and adopt that the £80.00 expenditure (£40.00 for Armed Forces Wreath and £40.00 Youth Mayor Vouchers) be reinstated in the Chairman's Allowance.

Cllr Rowe queried what specific expenditure is actually covered in the Chairman's Allowance, The Town Clerk advised that legislation was not so specific other than to state that the allowance is to "cover the expenses of office".

RESOLVED to recommend that this forms an Agenda item for the next Full Council Meeting in November; to request the establishment of a sub-committee to define what the Chairman's Allowance covers

2. Hailsham Town Council Meeting 26/11/2014.

Mayoral Allowance Sub-Group

Members were asked to consider the appointment of a sub-group/working party to define what the Mayoral Allowance covers, as recommended by the Finance, Budget and Resources Committee (29th October 2014).

It was noted that this would affect next year's budget.

RESOLVED that Councillors R. Grocock, P. Holbrook, G. Rowe, M. Ryan, Mrs. M Skinner and C. Triandafyllou comprise the Mayoral Allowance Sub-Group.

Councillors Mrs J. Bentley and W. Bentley requested that their abstentions from voting be recorded.

(Minute Ref HTC14/4/178.1-178.4)

RECOMMENDATIONS

The Mayor's Allowance sub-group met on 25th February 2015 and was attended by Cllrs R. Grocock, P. Holbrook, G. Rowe, Mrs M. Skinner and C Triandafyllou. Apologies were received from Cllr M. Ryan.

It was noted that legislation regarding the Mayor's Allowance does not specify any level of detail on what the allowance should and should not be used for, although guidelines published in "Local Council Administration" by Charles Arnold-Baker and "Local Councils Explained" by Meera Tharmarajah (NALC's most recent publication) did offer more advice. (*See Appendices below in this report*).

The group makes the following recommendations to council to be implemented for the next council/ financial year and beyond.

1. As indicated in the relevant guidance, the Mayor's Allowance is allocated to allow the Mayor to meet the expenses of their office. It should ensure that the mayor is able to represent the council at such appointments, events and functions as necessary in the manner befitting the good reputation of the council.
2. The allowance is intended to meet costs which can include: stationery, the provision of refreshments at events hosted by the Mayor, Christmas cards issued by the Mayor on behalf of the Town Council, donations and gifts at events, travel costs to events at which the mayor is representing the town council, this may include twinning events at twin towns, clothes or personal effects that ensure the mayor is appropriately 'turned out, wreaths for remembrance day and other events at the war memorial' - However this list should not be seen as exhaustive.
3. Expenditure on clothes or other personal items and accessories is to be limited to £400 per mayoral year.
4. The Mayor's Allowance should pay for no more than two wreaths per mayoral year for events at the war memorial (or similar). Any more than that should be paid for from Section 137 other monies.
5. To enable the council to budget efficiently for these, the Town Clerk will endeavour to secure in advance from the British Legion (or related relevant organisation) the number and cost of wreaths that it is asked to provide in advance for the forthcoming year
6. The Deputy Mayor can incur expenditure against the Mayor's Allowance when attending events in the mayor's absence, in the same way that the mayor would.
7. The Mayor may donate any 'unspent' amount of the Mayor's Allowance to charities or for other causes not related to 'meeting the expenses of their office' by agreement and resolution of the council only.
8. The Mayor's Allowance has not been increased in line with inflation for some years and it is recommended that the council review the amount of the allowance each year as part of its normal processes for budget setting.

**Appendix One:
Legislation and Guidelines for the Mayor's Allowance:**

3. Legislation and Guidelines

Local government Act 1972, Section 15

15 Chairman and vice-chairman of parish council or meeting.

(1)The chairman of a parish council shall be elected annually by the council from among the [F58elected] councillors.

(2)The election of a chairman shall be the first business transacted at the annual meeting of the parish council and if, apart from subsection (8) below, the person presiding at the meeting would have ceased to be a member of the parish council, he shall not be entitled to vote in the election except in accordance with subsection (3) below.

(3)In the case of an equality of votes in the election of a chairman the person presiding at the meeting shall give a casting vote in addition to any other vote he may have.

(4)The chairman shall, unless he resigns or becomes disqualified, continue in office until his successor becomes entitled to act as chairman.

(5)A parish council may pay the chairman for the purpose of enabling him to meet the expenses of his office such allowance as the council think reasonable.

(6)The parish council may appoint [F59one of the elected members] of the council to be vice-chairman of the council.

(7)The vice-chairman shall, unless he resigns or becomes disqualified, hold office until immediately after the election of a chairman at the next annual meeting of the council.

(8)During their term of office the chairman and vice-chairman shall continue to be members of the council notwithstanding the provisions of this Act relating to the retirement of parish councillors.

(9)Subject to any standing orders made by the parish council, anything authorised or required to be done by, to or before the chairman may be done by, to or before the vice-chairman.

(10)In a parish not having a separate parish council, the parish meeting shall, subject to any provisions of a grouping order, at their annual assembly elect a chairman for the year who shall continue in office until his successor is elected.

[F60(11)If the parish has the style of community, the chairman and vice-chairman shall (respectively) have the style—

(a)“chairman of the community council”;

(b)“vice-chairman of the community council”.

(12)If the parish has the style of neighbourhood, the chairman and vice-chairman shall (respectively) have the style—

(a)“chairman of the neighbourhood council”;

(b)“vice-chairman of the neighbourhood council”.

(13) If the parish has the style of village, the chairman and vice-chairman shall (respectively) have the style—

(a) “chairman of the village council”;

(b) “vice-chairman of the village council”.

(14) If parishes which have an alternative style are grouped under a common parish council, subsection (11), (12) or (13) (as appropriate) applies to the chairman and vice-chairman of that council as the subsection would apply in the case of the council of an individual parish.]

Report to: Hailsham Town Council

Date: 25th March 2015

By: John Harrison, Town Clerk

Title of Report: Indemnity Agreement Relating to the Town Council Contribution From Diplocks S106

PURPOSE:

To resolve to use the council's seal to execute the indemnity agreement relating to Town Council S106 contribution from the sale of land at Diplock's (To H. Ripley).

BACKGROUND.

At the meeting of the Town Council's Urgency Procedures committee on 3rd July 2014, the committee agreed to sign the Supplemental agreement to the Section 106 agreement for the sale of land at Hailsham Retail park to H. Ripley's Metal Recycling:

Minute Ref UP/14/1/5.2:

It was explained that this deed was necessary in order to varying the original S106 agreement that was made in 1991. This deed and revised agreement includes the payment of £40,775.00 by the Ripley's Metal recycling Company to Wealden District Council as a "Town Council Contribution ... to be used to provide alternative or improvements to existing public open spaces elsewhere in the Hailsham Parish area."

It was also noted that the agreement stated that Wealden District Council must "pay the Town Council contribution, once cleared funds have been received from the Option Holder (i.e. Ripley's) to the Town Council for the purpose of providing alternative or improved public open space in the Hailsham parish area".

UP/14/1/5.5

*The committee **resolved** to agree to sign the Supplemental Agreement pursuant to the Section 106 agreement in order to expedite the sale of the land to H. Ripley's.*

UP/14/1/5.6

*The committee **resolved** that the Town Clerk should inform their solicitors that this agreement was made on the understanding that the land would be exchanged on the date as advised, in mid-July and to note the council's concerns over the amount of time these issues had taken to resolve.*

CONSIDERATIONS.

The Town Clerk has now received an indemnity agreement from Wealden District Council which it is necessary to agree and formally sign in order to receive the payment of the "Town Council Contribution" (£40,775) from Wealden District Council.

The indemnity agreement is attached as an appendix to this report.

The terms of the indemnity agreement are consistent with the in Section 106 agreement as agreed and signed by the Town Council (as resolved above).

This clarifies the position regarding the “Town Council Contribution” of £40,775 regarding its limited use “*to be used to provide alternative or improvements to existing public open space elsewhere in the Hailsham Parish area*”.

CONCLUSION.

The Town Council is required to sign and formally execute the indemnity agreement in order to receive the S106 payment of £40,775 (the “Town Council Contribution” from Wealden District Council)

The indemnity agreement is entirely consistent with the terms of the “Supplement agreement pursuant to the S106 agreement” that the Town Council has agreed to, signed and formally executed.

The town council’s standing orders state that:

Legal (or other) documents cannot be sealed on behalf of the council unless authorised by resolution.

This must be done by the proper officer (Town Clerk) in the presence of two members who shall sign the document as witnesses (Currently SO72).

The council is therefore recommended to resolve to seal the indemnity agreement as required to secure the payment of the S106 monies.

DATED

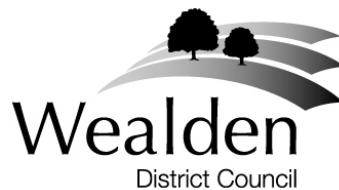
2015

WEALDEN DISTRICT COUNCIL (1)

and

HAILSHAM TOWN COUNCIL (2)

**INDEMNITY AGREEMENT
pursuant to Section 111 of
the Local Government Act 1972
relating to the payment of the Town Council
Contribution for alternative or improved
public open space in the Hailsham area from
the development of land at Diplocks Way,
Hailsham**



Legal Services Manager
Wealden District Council
Vicarage Lane
HAILSHAM
East Sussex
BN27 2AX

- 1.1 In this Agreement the following words and expressions shall have the following meanings unless the context requires otherwise:

“the Planning Obligation”

means an agreement pursuant to Section 106 of the Town and Country Planning Act 1990 dated 21 July 2014 made between the District Council (1), the Town Council (2) and Obed Ripley, Judith Ripley, Ben Ripley, Martin Ripley, Jason Ripley and Simon Ripley (3) relating to land at Diplocks Way, Hailsham, East Sussex

“Agreement Purposes”

means for the purpose of providing alternative or improved public open space in the Hailsham parish area as referred to in Schedule 4 of the Planning Obligation.

“Town Council Contribution”

means the sum of £ _____ inclusive of interest to be expended for the Agreement Purposes.

2. **Legal Powers**

THIS Agreement is made pursuant to Section 111 of the Local Government Act 1972 for the purpose of reassuring the District Council that the Town Council will use the Town Council Contribution in accordance with the Planning Obligation and as provided in this Agreement.

3. **Enforceability and Commencement**

- 3.1 This Agreement takes effect upon execution hereof and the various covenants restrictions requirements stipulations on the part of the Town Council in this Agreement are entered into under the provisions and powers referred to in clause 2 and are enforceable by the District Council against the Town Council.

- 3.2 For the purposes of (inter alia) the Contracts (Rights of Third Parties) Act 1999 nothing in this Agreement is intended to confer any benefit upon or create rights in favour of any

party other than the parties executing this Agreement and any successors to their respective functions.

4. **Covenants by the Town Council:**

IN CONSIDERATION of the payment by the District Council to the Town Council of the Town Council Contribution the receipt of which is hereby acknowledged the Town Council agrees as follows:

- 4.1 it will use the Town Council Contribution solely for the Agreement Purposes pursuant to the provisions of the Planning Obligation and for no other purpose whatsoever unless agreed otherwise by the parties to the Planning Obligation;
- 4.2 to indemnify the District Council fully against any costs or claims which may arise in respect of any breach of the Town Council's obligations under this Agreement and any misuse or misappropriation of the Town Council Contribution and any Town Council Interest that should have been earned thereon;
- 4.3. on receipt of the Town Council Contribution to separately identify and place the Town Council Contribution in an interest bearing account until both the principal and any interest ("the Town Council Interest") is completely expended for the Agreement Purposes;
- 4.4. to keep from receipt of the Town Council Contribution from the District Council the originals of specifications tender documents, bids and quotes contracts, schedules of works, surveyor's reports as to the carrying out of works, authorisations by the Town Council for the Agreement Purposes or any part thereof either by the Town Council or its committees or by officers under delegated powers and details of the Town Council Interest and any bank statements relating to the accounts;
- 4.5. to produce copies either in paper form or in pdf format of the documents required to be kept under Clause 4.4 and submit them to the District Council within 28 days of a request to do so by the District Council; and

4.6 to give the District Council written notice within 21 days of the completion of the expenditure of the whole of the Town Council Contribution and the Town Council Interest upon the Agreement Purposes.

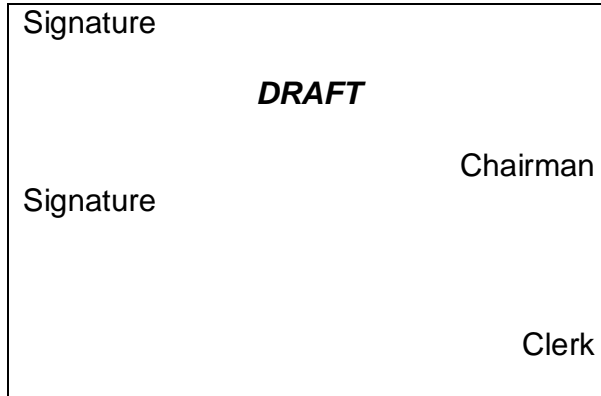
EXECUTED as a Deed by the District Council and by the Town Council and delivered this Deed on the date set out at the head of this Agreement

EXECUTED as a deed by affixing the common seal of **WEALDEN DISTRICT COUNCIL** in the presence of:



Authorised Signatory

EXECUTED as a deed by **HAILSHAM TOWN COUNCIL** acting by its Chairman and its Clerk:



Report to: Hailsham Town Council
Date: 25th March 2015
By: John Harrison, Town Clerk
Title of Report: Memorial Bench at Common Pond

PURPOSE:

To consider a request by a member of the public to take on the maintenance of a memorial bench at the Common Pond.

BACKGROUND.

The Town Clerk has received a request from a member of the public to place a memorial bench on town council owned land at the Common Pond, in memory of her late mother, with a suitable inscription included.

The member of the public has agreed to pay for the bench themselves. The Town Council's Outdoor Works Team Manager has recommended choices of bench and the member of public has agreed that they would like to choose the "Earth Anchors" Moulded seat in wood colours.

The bench would be placed in a suitable location at the Common Pond. The description of the bench in question is attached as an appendix to this report.

CONSIDERATIONS.

The Town Council has in the past agreed to the placement of memorial benches on its land and accepting responsibility for their maintenance, on the basis that the person making the request purchases the bench and the Town Council takes on its maintenance. However, this is the first such request in recent years.

The bench costs £240.00 plus VAT, which will be paid by the person making the request.

The Town Council works team will then install the bench and take on responsibility for its maintenance.

A wooden bench at the Common Pond was relatively recently damaged through vandalism and has not been replaced and therefore there is one less bench at that location than

previously.

CONCLUSION.

Council is recommended to agree to allowing the memorial bench to be placed on its land under the following conditions:

- The bench is of the model illustrated or another agreed by the council's Outdoor Works Team Manager.
- The bench is paid for by the person making the request.
- The Outdoor Works team manager and the person making the request liaise in order to agree the final location for the bench.
- The Town Council agrees to install and maintain the bench at its own costs, but cannot replace the bench if it is damaged beyond repair.

- Dog Bins
- Litter Bins
- Cigarette Bins
- Seats & Benches
- Plaswood Recycled
- Cast Iron
- Steel Frame
- Steel Rangers
- All Wood
- Memorial Options
- Tables - Picnic & Tri-Tables
- Notice Boards - Outdoors
- Notice Boards - Indoors
- Stainless Steel Furniture
- Traffic and multi-purpose safety mirrors
- Anchored Furniture
- Rootfast Earth Anchors
- Forest Saver recycled plastic fencing
- Recycled Plastic Lumber
- Other Recycled Plastic Products
- Spares & Consumables

Categories: [Seats & Benches](#) [Plaswood Recycled](#) **Moulded Seat**

Moulded Seat

- Material never Rots, does not require staining or painting
- Graffiti resistant
- Does not fade or discolour
- 1800mm long x 375mm wide x seat height 460mm (total height 800mm)
- Available in Black, Black and Brown or Brown
- Delivered Fully Assembled or Flat Pack self assembly version available
- Works with Earth Anchors EA101/102 anchor kits* or EA103 bolt down kit
- anchor kits secure Plaswood furniture into soft earth without the need of concreting, see installation instructions for full details.



LARGE VIEW



INSTALLATION INSTRUCTIONS



Fixings Generic

Standard Colours

EX VAT **£240.00** INC VAT **£288.00** 1

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Report to: Hailsham Town Council

Date: 25th March 2015

By: Mickey Caira, Deputy Town Clerk & Business Enterprise Manager

Title of report: New Power Supply at Hailsham War Memorial

PURPOSE:

To consider and agree funding the installation of a new power supply at Hailsham War Memorial to service the events managed by Hailsham Town Council

BACKGROUND:

During the renovations of the War Memorial in 2007 a power supply connected to an adjacent light column was installed. This was to provide power for the memorial events held at this site and was paid for by the Hailsham War Memorial Institute Trust. This supply has limited output and only services two 240volt sockets.

In the past few years the Council's Festivities and Events Committee working in partnership with a number of local organisations including Hailsham Forward have planned and delivered a number of events in the town centre. The scale of these events has increased in the past two years and the need for more power has increased as a result. It has proven difficult to find additional power supply points in the Vicarage Field to support these growing events. In the past power has been taken from empty shops to supplement the two sockets built into the War Memorial but with many shops in the vicinity being let, this source of power supply has been lost.

CONSIDERATIONS

The Council has been increasing the number and scale of the events in the town centre over the past two years and is planning to increase the number of events to five in 2015. Without the additional power supplies under the direct control of the Council, these events will be very limited in scope and size.

As an example of the requirement for power, the Christmas event planned for early December this year, the following services will require a power supply:
Hailsham FM, Santa's Sleigh, bands/choirs 2, Hailsham Lions Club, children's ride and market stalls.

The installation of a new power supply at the War Memorial will also provide a back up supply for the Christmas lights in this part of the town centre. Currently the power to supply the large

Christmas tree, Vicarage Field Shopping Precinct and the southern end of the High Street is taken from an empty office above the bookmakers in Vicarage Field. If this empty office is let or otherwise used, the availability of the supply may be withdrawn and a new supply point would need to be found.

The request for the funding is being made now for two reasons; firstly there is a six to eight week lead in time once an order is placed and with the next normal Council meeting scheduled for July this would be too late to have the work completed prior to the three summer events planned for June July and August. Secondly the planned improvement works to the High Street are scheduled to start in June/July, and the works to install the proposed additional power to the War Memorial will require digging a trench in the High Street adjacent to the War Memorial potentially damaging the newly renovated footway.

The proposal will require the installation of a metal box to house the electric meter and a metal bollard that has four built in socket points. These will need to be sited in the recesses behind where the seats are situated. Two options have been priced, one for just one four socket lockable bollard and the other for a second four socket lockable bollard, giving a total of eight additional sockets.

As the proposal requires the metal box and bollard(s) to be installed within the War Memorial the Trustees of the War Memorial Institute Trust, the Trustees will need to give their permission for this installation.

FINANCIAL CONSIDERATIONS:

The price from UK Power Network for providing the supply with meter from the power main in the High Street, including trenching to the boundary of the Memorial and completion within one day, is £2,240.40 plus VAT. The price to provide the metal box, a four socket bollard and all the trenching within the Memorial and connections is £2,595.47 plus VAT. The price for an additional four socket bollard is £XXX plus VAT.

The total cost is therefore £4,835.87 plus VAT for four additional sockets or £xxx plus VAT for eight additional sockets.

Potential funding of this proposal can be allocated from the Contingency Fund, which has an available balance of £14,000, the Revitalisation Fund, which has an available balance of £24,200, or from the proceeds from the sale of land in 2014, which has a balance of £139,655.

RECOMMENDATIONS:

1. The council is recommended to resolve that it funds the installation of a new power supply at the Hailsham War Memorial to provide either four or eight additional sockets at a cost as detailed above. The funding to met from, the Contingency Fund, The Revitalisation Fund or from the sale of land completed in 2014. This would be subject to permission from the Trustees of the Hailsham War memorial Institute Trust.