



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, 29th January 2014 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 request set priority areas for the PCSOs.
4. **CONFIRMATION OF MINUTES**
 - 4.1 To resolve that the Minutes and Reports of the **Meeting of Hailsham Town Council** held on 20th November 2013 (Ref: HTC/13/4/172-197) 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 **Meetings of Hailsham Town Council** held on 15th January 2014 (Ref: HTC/13/5/198-202.2) 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 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 and Budget Oversight Committee Meetings (13th November 2013 and 18th December 2013)

B. Planning and Development Committee Meetings (19th November 2013, 10th December 2013 and 23rd December 2013)

C. Hailsham in Bloom Committee Meeting (27th November 2013)

D. Business Enterprise Committee Meeting (16th January 2014)

E. Festivities and Events Committee Meetings (2nd December 2013 and 13th January 2014)

6. UPDATE ON MATTERS IN PROGRESS

To receive an oral report from the Town Clerk on matters in progress.

7. MASHH STEERING GROUP PLANS

To receive and update regarding the work of the MASHH Steering group and consider a request to allow the use of Town Council owned land at Ersham Road as part of the proposed improvements to the town’s road infrastructure. *(Report to follow, author Town Clerk)*

8. PLAY AREA FACILITIES

To consider the maintenance of Play Area Facilities. *(Report to follow, author Planning & Environment Officer)*

9. HAILSHAM REVITALISATION FUND PROJECTS

To consider funding a number of revitalization projects: The Hailsham Town and Business Directory, town centre litter bins and A22 Tourist Signs. *(report to follow, author Deputy Town Clerk and Business Enterprise Manager).*

10. STEAM CLEANER

To consider whether to continue to maintain the Town Council’s Steam Cleaner.

(Report to follow, author Town Clerk).

11. PLAN FOR HAILSHAM

To receive and make comment on the draft Plan for Hailsham as compiled by the Hailsham Forward Executive *(report to follow, author Deputy Town Clerk and Business Enterprise Manager).*

12. ALLOTMENTS REQUEST

To consider a request to place an eco-toilet at the battle Road allotments. *(report to follow, author Planning & Environment Officer)*

13. 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. The reason for exclusion is:

(a) engagement terms of service.

14. APPRENTICESHIP

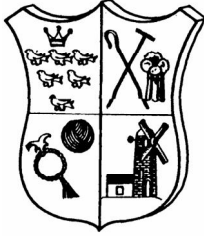
To consider a request to create an apprenticeship position within the Town Council's Office Staff *(report to follow, author Town Clerk).*

15. COUNCILLORS' QUESTIONS/INFORMATION FORUM

(at the Chairman's discretion).



JOHN HARRISON
Town Clerk



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 29th January 2014 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/13/6/203 **Present:** Councillors: Mrs. S. J. Bentley (Chairman), W. A. Bentley, J. L. Blake, Mrs. M. Burt, Ms C. V. Collinson, N. A. Collinson, N. S. Coltman, W. F. Crittenden, R. T. Grocock, Mrs B. Holbrook, P. S. Holbrook, B. Marlowe, Ms A. O' Rawe, G. G. Rowe, Mrs. M. Rowe, Mrs. D. Ryan, M. J. Ryan (Vice Chairman) and C. Triandafyllou.

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

205 **Apologies for Absence:**

Apologies for absence were received and accepted from Councillors B. F. Burchmore, Mrs. J. Cook, Mrs. S. E. Henstock and Mrs. M. Skinner.

206 **Declarations of Interest**

Councillors N. Collinson, N. Coltman and P. Holbrook declared an interest in agenda item 11 as they are members of Hailsham Forward.

207 The Chairman requested permission to move agenda item 12 – Allotments Request – up the agenda to allow the public, who were in attendance to hear the debate. This was agreed.

Allotments Request

Allotments Request

208.1 Members were asked to consider a request from the Allotment Association to place an eco-toilet at the Battle Road allotments.

208.2 The Planning and Environment Officer spoke in respect of the officer's report circulated with the agenda and as Appendix HTC/13/6/208A to these minutes.

208.3 Councillor Coltman asked who would be responsible for the public liability insurance. It was confirmed that the Allotment Association would be.

208.4 **RESOLVED** to agree to the request from the Allotment Association to place an eco-toilet on the Battle Road allotments.

Police Report

209.1 Sgt. H Nevill from Sussex Police was in attendance. The Police report had been circulated with the agenda. He asked if members had any questions.

209.2 Councillor Coltman complemented the report and asked Sgt Nevill to pass this on to the authors.

209.3 Councillor N. Collinson asked if the Police would work with the relevant authorities to find a solution to the problem with parking in the High Street on market days. Sgt Nevill responded that it would.

209.4 Sgt Nevill said that there had been an increase in shed and car break-ins recently throughout Wealden.

209.5 Councillor W. Bentley asked for Sgt. Nevill's view on the link between the rise in car crime and the part night street lighting. Sgt. Nevill said that the local police's opinion there was no connection between the two.

209.6 The Chairman said that she was disappointed that the BBC South-East always showed Hailsham when reporting on crime. She proposed writing to the BBC asking them to not do this. Sgt. Nevill said he would request the police press officer to do likewise.

Priorities

210.1 Sgt Nevill said that the setting of priorities for the Police was from the Neighbourhood panel meetings, the timetable of which was available on their website.

210.2 Councillor W. Bentley thanked the Police for their work in partnership with Hailsham Town Council over the past few years. He also praised the work of the PCSOs now that Hailsham Town Council funding was coming to an end.

Confirmation of Previous Minutes

211 **RESOLVED** that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/13/4/172-197) held on 20th November 2013 were confirmed as a correct record, and signed by the Chairman.

212 Matters Arising

None.

213 **RESOLVED** that the Minutes and Reports of the meeting of Hailsham Town Council (Ref: HTC/13/5/198-202) held on 15th January 2014 were confirmed as a correct record, and signed by the Chairman.

214 **Matters Arising**

None.

Committee and Panel Reports

215 **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 and Budget Oversight Committee (13th November & 18th December 2013)
G. Planning and Development Committee (19th November, 10th December & 23rd December 2013)

H. Hailsham in Bloom Committee (27th November 2013)

I. Business Enterprise Committee (16th January 2014)

J. Festivities and Events Committee (2nd December 2013 & 13th January 2014)

216 **Finance and Budget Oversight Committee – 18th December 2013**

Minute 65 – Budget for 2014/2015

Councillor W. Bentley noted that the budget recommendation set at this meeting was revised at the precept meeting held on 15th January 2014.

No Change to the minute.

217 **Planning and Development Committee – 19th November 2013**

Minute 125 – Declarations of Interest

Councillor W. Bentley said that as 2 North Street was a Hailsham Town Council planning application all councillors attending needed to declare an interest.

218 Minute 128 – 2 North Street

Councillor Bentley noted that planning permission had been granted to turn part of the stable block building into public toilets, but wanted to know what conditions Wealden District Council had imposed.

The Town Clerk said he would respond in writing to Councillor Bentley.

219 **Business Enterprise Committee – 16th January 2014**

Minute 47 – Declarations of Interest

The Chairman noted that the three members of Hailsham Forward who were in attendance at the meeting had declared interests as such.

220 Minute 49 – Matters Arising

Councillor W. Bentley said that he was unhappy with the decision to allow volunteers from Hailsham Works to undertake the remedial work on the Downland Carpets

premises in Station Road. As part-funders of Hailsham Works, Hailsham Town Council had the right to object. The matter should instead be referred to Wealden District Council to take enforcement action.

221 Minute 51 – Hailsham Forward

The Chairman wanted it placed on record that in her opinion Hailsham Forward was doing a good job, and said that a meeting of the Stakeholder Group would be taking place on 31st January 2014.

222 **Update on Matters in Progress**

The Town Clerk had produced a spreadsheet on current activity. This was circulated prior to the meeting and is attached as Appendix HTC/13/6/222A to these minutes.

MASHH Steering Group Plans

223.1 Councillors Mrs. J. Bentley and N. Coltman declared interests as they sit on the MASHH Steering Group.

223.2 The Town Clerk introduced the officer's report and asked members for questions.

223.3 Councillor Blake asked if Hailsham Town Council would be making a corporate response to the Group. The Town Clerk responded that town and parish councillors had been invited to give feedback at a separate presentation of the plans on 7th January 2014.

223.4 **RESOLVED** to agree in principal to allow an application to be progressed to de-register the 'Ersham Road Triangle' as Village Green, in order for it to be used for the proposed roundabout scheme above as recommended and endorsed by the MASHH Steering Group.

223.5 Councillor Coltman requested that his abstention from voting be recorded.

Play Area Facilities

224.1 The Planning and Environment Officer spoke in respect of the officer's report circulated with the agenda and as Appendix HTC/13/2/224A to these minutes.

224.2 Discussion ensued.

224.3 **RESOLVED** to defer this item to the next meeting of Hailsham Town Council to enable members to visit the play areas.

Hailsham Revitalisation Fund Projects

225.1 The Deputy Town Clerk & Business Enterprise Manager spoke in respect of the officer's report circulated with the agenda and as Appendix HTC/13/2/225A to these minutes.

225.2 Discussion ensued on the cost of the A22 tourist signs and how the project would be

funded.

- 225.3 **RESOLVED** that Hailsham Town Council allocate up to £20,000 from the Revitalisation Fund for town centre and industrial park signage, A22 directional signs and litter bins to be implemented by Hailsham Town Council via the Business Enterprise Committee as detailed in the officer's report circulated with the agenda and as Appendix HTC/13/6/225A to these minutes.

Steam Cleaner

- 226.1 The Town Clerk introduced this agenda item and discussion ensued.
- 226.2 **RESOLVED** to dispose of the steam cleaners and remove reference to it on the Council's website; and to transfer the steam cleaner budget to graffiti removal.

Plan for Hailsham

- 227.1 Members were asked to make comment on the draft Plan for Hailsham as compiled by the Hailsham Forward Executive, circulated with the agenda and as Appendix HTC/13/6/227A to these minutes.
- 227.2 Discussion ensued.
- 227.3 **RESOLVED** that Hailsham Town Council strongly supports everything that has been done by Hailsham Forward to date and reiterates its support for the future including the draft plan as presented by Hailsham Forward.

The Chairman stated that she had abstained from voting.

228 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 was:

(a) engagement terms of service.

- 229 The Town Clerk introduced this agenda item and referred members to the officer's report circulated with the agenda and as Appendix HTC/13/6/**A to these minutes.

Discussion ensued.

RESOLVED to agree to Hailsham Town Council taking on a business and administration apprenticeship but to consult other providers to ensure best value.

Councillors' Questions/Information Forum

None.

There being no other business, the meeting closed at 10.14pm.

CHAIRMAN

Global/Minutes and Agendas/DS/ HTC Minutes 29th January 2014.

HAILSHAM POLICE STATION

MEMORANDUM

To: John Harrison, Clerk, Hailsham Town Council

From: PS Howard Nevill, Hailsham Neighbourhood Policing Team

Extension: 68310

Date: 17th January 2014

Dear John,

Following our report in September 2013 we have had a busy and successful time on Wealden.

Sponsored PCSO's - From Ali Bond

Priorities :

ASB Cuckoo Trail/ Eastwell Place, I have continued to Patrol the area , behaviour has improved greatly, no recent reports of damage or ant social behaviour.

Parking

Disabled badge holders are being monitored, noted and advised.

Parking Tickets, Non display of current excise warning notices and Warning Labels issued.

Crime prevention.

I have done a lot of work in response to a few Shed breaks / Car crime we have had in the Wealden area. Although shed breaks have been more apparent in the north of Weald it is useful for people not to become complacent here. So I have given Crime prevention advise at Market Street (Care for Carers) and Dippy Doo Dah, town centre and in the homes of any victims of crime we have had. Fortunately this is rare.

I have conducted patrols and street meetings in every ward either independently or with my colleagues.

I have continued with my Listening lunches at Whitehouse School and Hawks farm School , building confidence between the children and the police.

General Patrol in the run up to Christmas in the supermarkets advising people of scams/ and to be aware of what is going on around them .

I have conducted a mini operation of High Visibility in all supermarkets in the town and handing out purse bells to victims of crime. This was to give advice to people to not display their pin numbers when using card readers.

Hailsham Central and North - From Sue Choppin and Faye Fletcher

From Sue,
My three priorities were :

Anti Social Behaviour

There have been issues of a group of a few known youths in the town centre area causing problems for the youth café / Supermarkets and wider community including Hailsham Community College. This has been addressed and resulted with youths being dealt with robustly, parents being informed & several Anti Social Contracts being issued to certain individuals, although we still have Anti social Behaviour as a priority it is being dealt with when it occurs. Two of the youths have been arrested and one has appeared at court admitting guilt to 3 offences and receiving a referral order for 6 months with the Youth Offending Team.

Parking.....

Myself and other Pcsos have patrolled and issued tickets for "waiting where prohibited" and "unnecessary Obstruction" although most of the vehicles parked outside Costa are displaying Disabled badges. I have also had Days of action with the Blue Badge people, who come out with me and offer advice to badge users.

Littering....

As you know we have a very good litter picker (Paul) and a few shops have been spoken to with regard to fast food wrappings being left about. But in general all litter is usually cleared by 0900 this no longer seems to be a priority at the moment.

I have also attended court for a shoplifter that I identified from CCTV, Damian Bailey was found Guilty. I also attended a male that had a medical episode in the shopping centre and received high praise for assisting in his recovery from a potentially life threatening episode.

I also Collected a large amount of Christmas Cheer (food, toys and toiletries) for a Wealden Women's refuge.(with a little help from my colleagues and shops)

From Faye:

I have been working on a parking priority in Park Gate with the Keir depot along with councillor Barry Marlow. A joint agency meeting was arranged to look at how to resolve the issue. Parking has slightly improved in the area of Park Gate however there is still those individuals who choose to park inconsiderately and obstructively which get dealt with accordingly. I am liaising with Keir and Councillor Marlow on a regular basis.

I was able to secure a Police Property Act cheque for £200.00 which was given to Dippy Doo dah's in the High Street. This is to go and help with arts and crafts sessions for the vulnerable and elderly residents who attend the shop.

I held the following street meetings from October to January:

Quinnell Drive
The Paddocks
Falcon Way
Rockall Drive
Lundy Walk
Solent Crescent
Normal Close
Willow Avenue
Hawthylands Crescent
Howlett Drive

No issues were raised at these meetings and a small handful of residents came out to meet their local PCSO's.

And finally I have also been working on the local priority of speeding along Anglesey Avenue. This was raised as an issue and after speaking with residents in the area it was raised that this occurs early morning between

7am-9am and home time 4pm-6pm week days and then at the weekends. PC Sergi and I conducted a 100 vehicle count where we sat in an unmarked vehicle and counted 100 vehicles. From doing checks at 7am, 5pm during the week and then one on a Saturday at 11am there was a small percentage of people who were actually speeding. Work is now being completed for talking to those residents who have concerns to discuss their perception of speed and also encourage a local speed watch and also the use of Op Crackdown.

Hailsham East - From Parrish Claxton

Street Meetings

Osprey Court - No issues raised
Redshank Court - as above
Fletcher Close - as above
Compton Terrace - as above
Bayham RD p1 - as above.

Parking complaint

An Issue was raised with parking on the extra wide pavement near to the pedestrian crossing on St Marys Avenue. I have had confirmation from the council to say parking on this unique section of pavement was NOT actually authorised for parking upon. A number of residents claimed this was designated parking given by the council.

I have written to the residents living near to this area to update them with regards to the matter and advised them not to park here, and in doing so obstruct the highway. I can already report this appears to be being adhered too.

Town Farm Residents Association

Despite concerns for the security of TFRA due to members leaving etc, I have attended with PC Critchlow on Tues 14th Jan to find the largest turnout for quite some time. I am confident when the AGM is held next month on the 11th Feb that all committee posts will be filled and the slight glitch in proceedings will have passed. The group is still keen to encourage new members to come along and give their support. The Town Farm compact agreement will also shortly be completed and signed by all those pledging a level of service to the area.

Priorities - Wealden police survey

Past highlighted priorities for Hailsham east were speeding and dog fouling. In November I managed to get both these matters to some kind of conclusion and closure. The most recent survey has identified similar priorities which has led us to identify that there is an issue in the fear / perception of an issue. We will be working on restoring confidence and giving reassurance to these areas.

Hailsham South and West - From Jonathan Taylor and Scott Mccallum

From Scott.

Street Meetings

Rope Walk - No issues raised
Tilehurst Drive - as above
Diplocks Walk- as above
Derwent Close - as above
Green Grove - as above.
Hedley Way - as above

The Diplocks Residents Association

On 23rd November, I attended the first meeting of The Diplocks Residents Association. We are now in the

process of getting the association recognised and look forward to the good work that they can do. This is an excellent opportunity for the Diplocks to have a voice and we would encourage the local council to give it their support.

Priorities - Wealden police survey

The previous priority for Hailsham West was speeding, this has now been proved to be perception rather than speeding. We have addressed by communicating the results and encouraging people to work with us in recognising that it is not as they fear. The latest priorities are Nuisance behaviour and dog litter, which I shall be working on over the next few months. We are still awaiting the receipt of tickets from WDC to use as enforcement.

From Jonathan,

I am the new PCSO for Hailsham South having taken over from PCSO Mark Carter.

Since I have been working on Hailsham south I have conducted 6 street meetings, most of these residents have not brought anything to my attention of note that was not resolved by my advice. One person has provided me with intelligence about a prominent figure within Hailsham which I will be working on with local officers to combat a small drug issue.

I have also dealt with an anti social behaviour issue that was reported on Lindfield Drive by staying in touch with the aggrieved they have told me that they have had no further issues in the area.

I have been dealing with the issue in Ersham road where in the last few years there has been multiple collisions through or near to the fence opposite the Cemetery. I have been speaking with East Sussex Safer Roads and they are providing me with the causation factors for each RTC. I will be hopefully arranging a site visit with Highways agency and then arranging a meeting to see what else could be done to raise awareness of the bend then better signage.

Upper HorseBridge - From Mark Carter

Four street meetings held in this area since the last period. No issues to report.

Howard Nevill
PS CN104 Nevill
Hailsham and Hellingly

Report to: Hailsham Town Council

Date: 29th January 2013

By: John Harrison, Town Clerk

Title of report: MASHH STEERING GROUP PLANS

1. PURPOSE

To receive and update members regarding the work of the MASHH Steering group and to consider a request to allow the use of Town Council owned land at Ersham Road as part of the proposed improvements to the town's road infrastructure.

2. BACKGROUND.

2.1 Movement and Access Strategy for Hailsham and Hellingly Study

At the end of 2011 East Sussex County Council commissioned a transport study for the Hailsham and Hellingly area to better understand the transport impacts of the proposed Local Plan (formerly LDF) housing and employment allocations in the area.

The study would also help landowners and prospective developers to understand the impacts of development of their sites and the likely transport mitigation measures that would be required should they submit planning applications.

Along with identifying infrastructure for future development in the area as set down in Wealden's Core Strategy Local Plan, the MASHH also identifies transport infrastructure and schemes that could be funded through development contributions secured from major development sites currently under construction. While appropriate transport schemes had been identified at the planning stage, delays in delivery have occurred due to the number and rate of development sites coming forward at any one time and the variety of schemes that required detail design and public consultation prior to their being implemented.

The identified and recommended schemes were categorised in terms of their priority and ability to make a real difference to the improvement of traffic flow and transport connections in the area. The three categories used to differentiate between schemes and the potential importance of these schemes to bring improvements and alleviation of traffic problems are set down in the MASHH

study as “Game Changers”, “Important Interventions” and “Nice to Haves”

2.2 MASHH Steering Group

To move the delivery of identified MASHH schemes forward and ensure the contributions already secured/available are spent in the most appropriate and effective manner a Steering Group was set up in December 2012. The members of which come from Hailsham Town Council, Hellingly Parish Council, Wealden District Council and East Sussex County Council. The purpose of the group is to influence the prioritisation of spend and oversee the delivery of schemes taken forward by East Sussex County Council. In the first instance the delivered schemes will be those identified and required through s106 agreements ie sustainable travel, and town centre improvements identified within S106 agreements and the Local Transport Plan (LTP).

2.3 MASHH Steering Group recommendations

In November 2013 the Steering Group agreed to the following recommendations:

- 1) In relation to the Town Centre Scheme (including the High Street/Vicarage Lane/ George Street)
 - a. Approve for January 2014, pre consultation through the HTC/ HPC with key local stakeholder groups ... and incorporation of the changes proposed as a result of these discussions with the key stakeholders, for further discussion with the Steering group prior to public consultation.
 - b. Agree that ESCC and WDC with HTC/HPC take forward proposals for public consultation in Spring 2014 (A consultation event is planned for the end of April/early May) on the Amey scheme details for the High Street and other areas in February/March 2014, in consultation with ESCC, their consultants and WDC officers,
- 2) Request that HTC progress investigations into the use of the triangle of common land (village green) at the Ersham Road/ Diplocks Way/South Road as a matter of urgency, to further understand the requirements/options and obstacles that may need to be addressed and associated timescales in order to progress this important junction improvement as part of the MASHH interventions.

2.4 Diplocks Way/Ersham Road/South Road roundabout

The MASHH Study as commissioned by ESCC and undertaken by Halcrow Ltd makes recommendations for a **Consolidated South Road, Diplocks Way and Ersham Road Roundabout:**

The complete re-configuration of the separate but closely-spaced junctions of South Road with Diplocks Way and Ersham Road into a single small roundabout comprises the next significant change proposed for Hailsham’s road network. [A sketch of the type of scheme envisaged is as below]

A single junction can be expected to deliver Substantial improvements on the movement and capacity level in the locality and should provide the capacity necessary to deal with future expected demands. Indeed, the existing bottleneck is something of a “show stopper” for all planned and expected development.

Accordingly, it should be implemented as soon as is practically possible ... delivery costs are significant but affordable.

Modelling suggests that the resolution of existing capacity problems at the junction of South and Ersham Roads could lead to traffic increases on Ersham Road as the balance of attractiveness between routes into Hailsham from the south and east alter – more than is perhaps desirable for a road of its nature. Mitigating features may be required as a result.

Modelling investigations also reveal that a new consolidated four-arm roundabout offers an alternative and potentially better but longer route between northwest and south Hailsham via Hempstead Lane, the A22 and Diplocks Way compared to the more direct route and natural route via Summerheath, Western and South Roads.

The triangle of land at the South Road and Ersham Road junction is owned by Hailsham Town Council. It was awarded to Hailsham in an Inclosure Award of 1855.

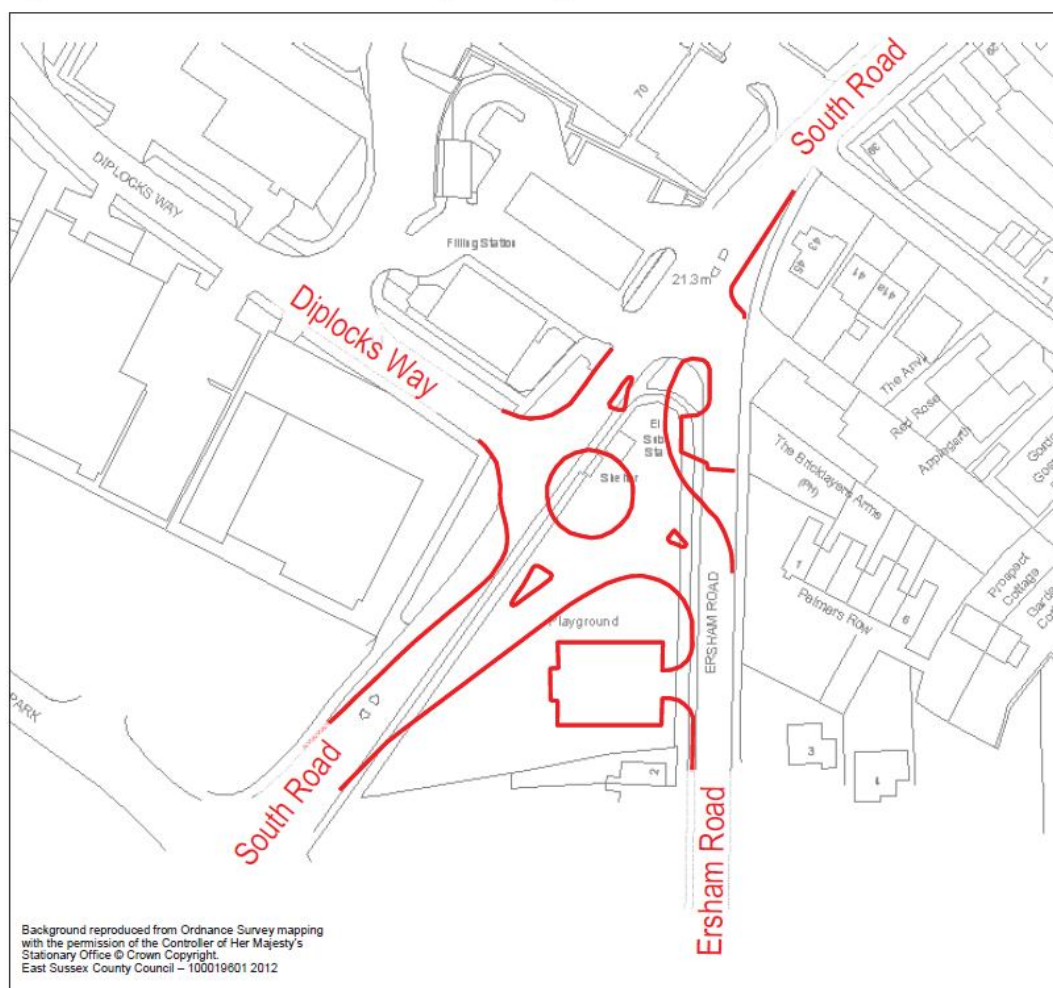
In 1968 The council made an application under the Commons Registration Act 1965 to have the land registered as 'a common for the residents of Hailsham'. This was successful and in August 1972 the land was registered on the Register of Town or Village Greens.

As consultants acting for the County Council Amey have begun the feasibility design work for the proposed Diplocks Way/Ersham Road/South Road roundabout in January 2014. Delivering this roundabout is likely to be complex given the current status of the triangle of common land (village green) owned by Hailsham Town Council land so it was important to begin investigatory work on both the use of this land and the requirement for this roundabout as soon as possible.

It has been necessary in the first instance for Hailsham Town Council to confirm the status of the land, understand the requirements/options and obstacles that may need to be addressed and in order to move forward on the delivery of this identified critical improvement it will be necessary for the Town Council to formally approve the use of its land for this purpose.

The initial draft sketch plan for the roundabout has been provided as follows. A more detailed design will be developed during the project:

Figure B5: Consolidated South Road, Diplocks Way and Ersham Road Roundabout



3. CONSIDERATIONS.

Investigations into the status of the land and process required for its use in the proposed MASHH scheme are as follows:

- Discussions with Wealden District Council have resulted in the knowledge that the 'Ersham Road Triangle' is registered as **Village Green** (not common land).
- The relevant legislation prevents any building on village green that would prevent its use as such. Therefore in order to enable and secure the transport improvement recognised as critical it will first be necessary to de-register the land.
- The law for de-registration states that if the land is more than 200m² in area an equivalent piece of land must be offered. This will therefore be necessary as the land has been measured by WDC and has confirmed that it is 2040 square metres (0.2 hectares)
- There is also a £4,900 charge for making the application.
- The process of applying to the Secretary of State (via Defra) for de-registration can take up to a year.

- It will be necessary to establish whether Hailsham Town Council or East Sussex County Council are currently in possession of any piece of land that they would be prepared to offer as an equivalent in exchange for de-registering the land as Village Green. Wealden District Council has confirmed that they do not own any appropriate land within the town.
- The work necessary to deliver the roundabout including application for de-registration of HTC land is seen as critical enabling work to allow delivery of the identified MASHH transport improvement to support Core Strategy and other growth. It is anticipated that the costs associated with this project would be covered by existing developers' contributions arising from growth associated with existing S106 planning agreements and from that proposed within the Core Strategy. Therefore the Town Council will not incur any costs for de-registration and delivery of the improvements other than officer time for this part of the scheme. This would need to be confirmed by WDC as a correct interpretation in respect of use of contributions, whether in respect of growth already covered by S106 monies collected and /or from contributions yet to be collected from applications identified as Core Strategy growth .

4. RECOMMENDATIONS

Council is recommended to agree **in principal** to allow an application to be progressed to de-register the 'Ersham Road Triangle' as Village Green, in order for it to be used for the proposed roundabout scheme above as recommended and endorsed by the MASHH Steering Group.

This is conditional on the fact that the costs of application for de-registration (£4,900), and if necessary in finding or purchasing a piece of land to be offered as 'exchange land' and all or any associated legal cost would be funded from developers' contributions. This matter to be subject to confirmation from WDC.

It is anticipated that the exchange piece of land once identified would then fall under the jurisdiction of the Town Council and require maintenance as does the current 'Ersham Road Triangle' piece of land.

COMMITTEE: Hailsham Town Council

DATE: 29th January 2014

BY: Karen Moralee Planning and Environment Officer and Richard Gillett Works Supervisor

TITLE: Play Area Facilities

PURPOSE: To consider the maintenance of play area facilities

RECOMMENDATIONS:

- To agree funding for the replacement of some play equipment

- ii) To agree the removal of the old play equipment requiring replacement in a number of sites, returning the sites to public open space only

BACKGROUND:

The Town Council is responsible for 9 play areas in Hailsham. In the last few years the Council has bought some new equipment to replace equipment that has become old and in need of renewal, also repairing equipment where necessary, however there are still areas which are now in need of a complete overhaul. To replace all old play equipment in all play areas will prove extremely costly so it is suggested that the Council only maintain the well used areas and in the smaller less used play areas remove the old equipment and return the area to a public open space.

Details of the play areas and the work that is needed is listed below:

Arlington Road East - Blacksmith Copse. Cul-de-sac

This play area is located in a very secluded cul-de-sac and is not easily accessible to all members of the public. The equipment here has been removed as it had become too old and unserviceable and the office has received only two calls over the last 18 months from two local residents regarding the removal of the equipment.

The area needs a new set of cradle swings, new springy and climbing frame at an approximate cost of £6,000 plus £2,500 for new bark safety surfacing.

Alternatively to remove all play equipment, wood chip and create a small open space would cost in the region of £1,500 which includes machine hire, top soil and grass seed.

Arlington Road East, Carpenters Way. Cul-de-sac

This play area is well used by local residents and does not need any further work carried out at the current time.

A new fence has been erected around the park and a new see saw and stand up roundabout is due to be installed.

Western Road

This is the Councils most popular play area and in the centre of Town and does not need any further work carried out at the current time.

Over the last few years the Town Council has installed:

- a new Rocking Rocket seat
- 2 new notice boards
- a picnic bench
- a new climbing frame
- a new slide
- 2 new springers
- a new fence has also been erected around the play area

Cameron Close

Cameron Close is located in a very secluded cul-de-sac and due to this the play area is not easily accessible to most members of the public.

The Council maintenance staff who monitor the site advise they have observed that the local children have out grown the equipment and are using the play area for different activities, such as football. All of the equipment and surfacing is tired and becoming unserviceable and the whole area requires renewing.

The park is currently locked because of large tree roots spanning across the whole area which are a danger as these are pushing the matting up under the safety surface. The soil level is therefore in need of raising and it will cost approximately £3,000 to raise the soil level, place matting over this and then bark safety surface on top.

The old equipment now consists of one small climbing frame, swings and a small picnic bench. The large climbing frame and two springers have recently been removed as they have become old and corroded. The remaining equipment needs replacing and the cost for this is in the region of £18,000 - £25,000 depending on whether a wet pour surface safety surface or bark safety surface is put in place.

Alternatively to remove all play equipment, wood chip and create a small open space would cost in the region of £1,500 which includes machine hire, top soil and grass seed.

Stroma Gardens

This site is well used by local residents and does not need any further work carried out at the current time.

Recent work carried out to the site is as below:

- the slide frame has had the rusty areas sand blasted and repainted
- new swings have been installed
- the 2 springers have been repaired

Quinnell Drive

This area is well used by local residents.

The existing equipment of a small and large climbing frame needs to be replaced shortly as the structural joints are wearing. To give play value in this park the area requires at least three pieces of equipment and between £15,000 and £20,000 would need to be spent over time, depending on equipment choice and safety surfacing. However all the equipment would not have to be installed at once, for example a new set of swings could be installed in the first year at an approximate cost of £2,000 and then other pieces could be installed in the following year.

Alternatively to remove all play equipment, wood chip and create a small open space would cost in the region of £1,500 which includes machine hire, top soil and grass seed.

Battle Road

This play area is well used by many members of the public and does not need any further work carried out at the current time.

New wet pour has recently been installed here. Further wet pour surfacing is required under one of the pieces of equipment and this is due to be undertaken shortly at a cost of approximately £3,000 and will be taken out of the current safety surfacing budget. A climbing frame is also due to be replaced at a cost of £4,000 and will be taken from the current play equipment budget.

Maurice Thornton

This area is well used by local residents and does not need any further work carried out at the current time.

The Team swing has recently been replaced.

A vandalised bench has been removed and has not been replaced as the area has ample benches.

Butts Field

The whole site needs to be replaced; the equipment is in a poor state as a result of years of constant vandalism.

The Council may wish to investigate the option of handing back the area to the Housing Association as was the case with the Diplocks play area which was handed back to Home Group a couple of years ago.

The cost to replace all of the equipment would be in the region of £15,000

The wet pour surfacing will also need replacing at a cost of £7,000.

Richard Gillett has met with both Councillor Chriss Triandafyllou and Councillor Paul Holbrook recently to discuss various options for the play areas and it was agreed that he would investigate in depth the costings and budget required for the sites.

After the meeting with Councillor Holbrook, a suggestion of removing some of the old equipment to other sites was not deemed viable due to the possible damage that could be caused to already old equipment.

The option of removing equipment and turning back a number of sites to public open spaces would allow future investment on the most popular remaining sites.

FINANCIAL IMPLICATIONS:

After the work has been undertaken at the Battle Road play area, there will be £6,386 in the budget for play equipment, with £2,239 left for safety surfacing.

There are no allocations in the 2014-2015 budget for Play Areas. Any expenditure would be incurred over a longer period of time using remaining existing budget for the time being. Therefore no further budget allocation is requested for next financial year (2014-2015) at the moment.

Richard Gillett has estimated that to replace all pieces of old equipment and install the relevant safety surfacing to all play areas will cost in the region of £78,000 maximum.

Play Areas - Summary Table			
		Cost of Replacing equipment*	Cost of returning to Open Space *
Arlington Road East - Blacksmith Copse	Under-used	£8,500	£1,500
Arlington Road East - Carpenters Way	Well-used	£0	n/a
Western Road Recreation Ground	Well-used	£0	n/a
Cameron Close	Under-used	£28,000	£1,500

Stroma Gardens	Well-used	£0	n/a
Quinnell Drive	Well-used	£20,000	£1,500
Battle Road	Well-used	£0	n/a
Maurice Thornton	Well-used	£0	n/a
Butts Field	Well-used	£22,000	£0
Totals		£78,500	£4,500
Recommended Options (bold)		£20,000	£3,000
Recommended Options Total		£23,000	
*All costs are approximations at this point			

CONCLUSION:

The Council needs to decide whether to invest a large amount of money over a number of years in all its play areas or put aside a smaller amount and invest in the most well used sites. If this option is chosen the sites where play equipment is removed will still be available as public open spaces.

For example, the sites which are in a less popular location such as Blacksmiths Copse and Cameron Close could be considered for returning to a public open space, allowing future investment in the more popular play areas. The Town Council could justify returning Blacksmiths Copse play area to a public open space as there is another play area nearby (Carpenters Way).

If the Council decided to maintain Quinnell Drive as a play park, the area would need three new pieces of play equipment as a minimum and this could be installed over 2-3 years, to spread the cost.

If the Council decides to replace a number of pieces of equipment in various sites this too could be arranged over a number of years, the equipment does not have to be reinstated all at once.

Investment is not recommended at Butts Field as equipment here is vandalised. It is recommended that Butts Field play area is handed back to the management company in the same way as the Diplocks Play Area was handed back to Home Group.

To the best of our knowledge, there are no covenants on any of the areas that require their use specifically as play areas with play equipment, rather than as open areas accessible to the public.

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

COMMITTEE: Full Council

DATE: 29th January 2014

PURPOSE: To consider funding a number of Revitalisation projects: the Hailsham Town & Business Directory, town centre litter bins and A22 Tourist Signs.

1. Introduction:

1.1 One of the projects the Hailsham Forward Executive Team was tasked to undertake was to provide improved signage, including directional signage off the A22 and signage around the town centre and industrial parks.

2. Town Centre & Industrial Park Signage:

2.1 The town centre and industrial park sign project has been achieved by the creation of a town and business directory accessed via QR Code and smart phone technology. The project was undertaken in this way to provide a low cost and future proof solution as an alternative to large display boards that are very expensive and very quickly out-of-date. National research had confirmed that nearly 70% of the population have a smart phone and therefore have access to the technology that will scan the QR Code and provide live information on all the services and businesses in the town.

2.2 The Executive Team commissioned a local company to set the system up and to gather all the details from all the town centre businesses and service providers. This part of the project is now complete and the Team is asking the industrial parks to provide their details for the directory. The Team decided not to charge for an entry into the directory to ensure that every business provided their details and the listing was 100% complete. The QR Code signs, in shop window sticker format, are currently being distributed throughout the town centre.

2.3 Coverage of the town centre with window stickers will not be enough to give visitors arriving in cars immediate access to the directory. This will be achieved by placing the signs (A2 size) in the car parks. Sites have been identified that are adjacent to the pedestrian routes out of the car parks. Wealden District Council who manage the majority of town centre car parks has agreed to the placement of these signs in the car parks. The cost of these signs is £1,000.

3. A22 Directional Signs:

3.1 A number of meetings have taken place between East Sussex County Council Highway officers, Town Councillors and members of the Hailsham Forward Executive to progress the establishment of tourist style directional signs off the A22 into Hailsham.

3.2 Brown tourist signs detailing "Hailsham Historic Market Town" together with symbols for the parish church, leisure centre and Pavilion Cinema Theatre have been proposed and agreed. County Highways officers have been asked to provide a costing for two signs on the A22 to cover both north and southbound carriageways. Following site investigations, County Highways have confirmed that the cost to supply and erect two signs would be in the region of £5,900, but further signage within the town would be required to direct people to each of the three tourist locations detailed above.

3.3 Whilst a costing for the main signage has been established, County Highways are unable to carry out any further work to establish the extent of and cost of providing the required signage within the town to link the A22 sign to each of the tourist attractions, without confirmation that there is funding available to implement the project. Without the necessary investigations by County Highways it is impossible to obtain a costing for the additional signage.

4. Provision of Litter Bins:

4.1 The Council has received many complaints, over recent months about the lack of and the state of existing litter bins in the town centre. The Business Enterprise Committee has considered this issue earlier in the year but had not found a suitable way forward. Hailsham Forward has proposed the idea of providing more bins and replacing some of the existing bins with the QR Code sign placed on the bin where traditionally a town crest would be placed. This proposal would achieve two objectives in one; firstly to provide much needed litter bins and secondly to provide more places in the town centre that have the QR Code sign available.

4.2 A recent survey carried out by Hailsham Forward has identified two additional sites within the town centre that litter bins can be located and recommends the replacement of all seven bins located within Vicarage Field.

4.3 The cost of the nine bins is in the region of £5,000 which includes the QR Code sign on each bin.

5. Funding of the Project:

5.1 Hailsham Forward has committed £1,750 to the establishment of the town centre and industrial park sign project, including the window stickers, and is looking for funding to cover the cost of the car park signs and litter bins. The cost of these is in the region of £6,000.

5.2 Wealden District Council has indicated that they may be able to fund £2,000 of the overall costs of the town centre and industrial park sign project.

5.3 Hailsham Forward has approached B T W Shiells for funding as some of the bins are located on their property. BTW Shiells have indicated that they will put funding into the project but have not confirmed the amount.

5.4 Hailsham Forward is also exploring the potential for business-to-sponsor or part sponsor bins by having their details placed on the "spare" logo space on the side of the bins. To date, four local businesses have committed to sponsor litter bins in the town centre.

5.5 It is anticipated that all the above potential funding opportunities will not provide the total £6,000 required to complete the town centre and industrial park sign and litter bin projects as detailed above.

5.6 Funding for the A22 signage is also required to progress this project as detailed above. Wealden District Council again have indicated that there may be able to provide some funding subject to a successful bid. It is not anticipated that this funding will be sufficient to cover the whole cost which could exceed £12,000.

5.7 In July 2012 Hailsham Town Council resolved that the following objectives are progressed in the short term with the funding to be allocated from the Revitalisation Budget:

- Establish a regular market in the town centre.
- Marketing and promotion of Hailsham.
- Implementation of road signage, directing people from the main routes into Hailsham, and consolidation of signage within the town centre.
- Review loyalty scheme and report back.

Since the establishment of Hailsham Forward in September 2012 a number of the projects have been completed by Hailsham Forward with the £10,000 awarded by Government and £8,000 successful bid to East Sussex County Council. At present Hailsham Forward has no further direct access to funds and whilst there are some potential funding opportunities from Wealden District Council and local businesses, it is anticipated this will not be enough to fund the above three projects.

5.8 As detailed in 5.7 above, the Council made a commitment to a number of projects included in this report to be financed from the Revitalisation Fund and has to date has not to spend very much from the Fund as a result of the funding secured by Hailsham Forward. The current Fund balance stands at £29,851

6. Conclusion:

6.1 The town centre and industrial park sign project is already providing a valuable resource for all the businesses and service providers in the town as well as the visitors who will be able to get more and up-to-date information at their fingertips.

4.2 The project can be further enhanced by the provision of car park signs and litter bins in the town centre together with tourist signage off the A22, but this will need funding. The Council is therefore asked to consider allocating funding for the project from the Revitalisation Fund.

Report to: Hailsham Town Council

Date: 29th January 2014

By: John Harrison, Town Clerk

Title of report: Steam Cleaner

PURPOSE:

To consider whether to maintain the Town Council's Steam Cleaner for graffiti removal and street cleaning

BACKGROUND.

Report:

The Council purchased the two trailer mounted pressure washers in 2007 to enable the Council to clean graffiti and gum from the town to help maintain a clean environment. The Council also agreed to the secondary use of the equipment to provide a commercial cleaning service to local residents, businesses and Councils to subsidise the cost of running the equipment.

Current Use:

From thereon the Outdoor Works Team undertook cleansing works throughout the town and provided a commercial cleaning service to the public, local business and neighbouring local councils.

The Council set an income target for the commercial aspect to the service which was always difficult to achieve, especially at times when water/hosepipe bans were imposed. Whilst the Outdoor Works Team had been proactive in undertaking this commercial service, it had reduced their availability to do other works and it proved difficult for the team to allocate time to commercial cleaning without having a significant effect on the other work the Council wanted to be covered.

At the meeting of Council on 12th September 2012, the council resolved to reduce the number of working pressure washers from two to one and dismantle the redundant unit to use as spares. **Minute Ref HTC/12/4/196.2**

Since then the cleaning service has not been pro-actively marketed although the service has remained advertised on the Town Council's website with the following wording:

As we all know, the majority of graffiti looks unsightly, can be regarded as criminal damage and can be very distressing and expensive for the victim! Hailsham Town Council's anti-graffiti team continues to keep public buildings, highways and road signs free of graffiti.

The Town Council's graffiti removal service is provided free of charge to residents of Hailsham in domestic properties and at a special reduced rate for local businesses, councils and residents outside the town. It is usually carried out within seven working days of notification, or within 24 hours if the graffiti is deemed offensive.

- *Competitive rates for councils and businesses*
- *Competitive rates for residents within the Hailsham parish.*
- *Operated equipment available to all enquirers.*
- *Qualified, professional and courteous staff*

The services of the Outdoor Works team for graffiti removal or street cleaning have not been called upon externally or for commercial bookings over the past six months. The last

commercial use of the service was by another parish council in 2012, bringing in an income of £160.00 to two sessions.

The Steam Cleaner is used sporadically by the Outdoor Works Team to clean our own facilities, including outdoor play areas and yard etc.

2. At the Town Council Meeting on 20.11.2013 the following minute was recorded

Minute Ref HTC 13/4/181 - Minute 41 – End of Balance Statements

Councillor W. A. Bentley raised the item on the Steam and Pressure Cleaner and said that the service should be discontinued and the equipment sold.

The Town Clerk said that this would need to be an agenda item at a future meeting.

CONSIDERATIONS.

Financial Implications

For the current (2013-2014) financial year, a budget of £1000 was allocated for the Steam Cleaner.

The costs for keeping the Steam Cleaner have been £306.18, for insurance, as part of the Town Council's blanket insurance policy and £381.00 for a 'Tanker Licence' with SE Water, therefore totalling £681.18. There has been no income for the steam cleaner.

There has been no allocation in next year's budget for the Steam Cleaner, however, the remaining £318.82 can be carried forward into next financial year and it is likely that there will also be under-spends in fuel costs or administration that can cover the remaining costs for next financial year.

Should any council property be subjected to graffiti vandalism or if council wishes to offer to clean streets in the town in the future, or a requirement to clean the Town Council's own areas arises, the costs of hiring in commercial services would be entirely dependent on the size and scale of work required, but could add up to more than the cost of maintaining the Steam Cleaner. (When previously looked into in 2007, prices were close to £200 for the first hour).

CONCLUSION.

Council is asked to consider whether it wishes to keep the Steam Cleaner for its own purposes, for use if and when required for the removal of graffiti, street cleaning and for cleaning its own areas when required.

Council is also asked to consider whether it wishes to continue to advertise the service on the council's website as per the conditions above.

COMMITTEE: Hailsham Town Council

DATE: 29th January 2014

BY: Karen Moralee, Planning and Environment Officer

TITLE OF REPORT: Allotments Request

PURPOSE:

To consider a request to place a composting ('eco-toilet') toilet at the Battle Road allotment site

RECOMMENDATIONS:

To agree to the placing of the toilet on the site

BACKGROUND:

Battle Road allotments is a very well used allotment site with 60 plots.

The allotment society has approached the council for permission to erect a composting toilet on the Battle Road allotment site. The size of the toilet will be 8ft x 6ft. If permission is given, the allotment society wish to install a Natsol compost toilet, the design of the toilet and details of the construction of the toilet and how it works are attached.

The proposed location of the toilet is shown on the attached map and will be located 5ft away from the existing hedge. This location has been chosen as it is on higher ground and away from any water logging.

A composting toilet would not require emptying by a truck as all waste is composted on site.

The toilet is accessible for disabled users.

Members of the allotment society have visited an allotment site in Chichester and viewed a Natsol compost toilet which has been in place for two years and is working well on the site. The allotment holders reported that the Natsol toilet did not omit any odour.

Planning permission would have to be granted by Wealden District Council and notice would need to be served to the Town Council, as the owners of the site. Either the Town Council or the allotment society can apply for the planning permission.

FINANCIAL IMPLICATIONS:

The allotment society has investigated lottery funding for this project and they do not require any financial assistance from the Council for this facility, only permission to place the facility on Town Council land.

There are no ongoing costs as the toilet will be maintained by the allotment society and no emptying by truck is required for the toilet.

CONCLUSION:

Although the Council is not under obligation to provide toilet facilities on its allotment sites, the installation of the toilet would be of great benefit to the allotment holders, many of whom spend many hours on the site. There are now a number of disabled allotment holders and this toilet would also be of benefit to them.

If the Council agrees to give permission for a toilet at the allotment site this permission should be subject to planning permission from Wealden District Council.

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

BATTLE ROAD ALLOTMENTS
(NOT TO SCALE)

