

HAILSHAM TOWN COUNCIL

NOTICE IS HEREBY GIVEN OF a meeting of the HAILSHAM TOWN COUNCIL to be held in the Civic Community Hall, Vicarage Lane, Hailsham on

Wednesday, 21st November 2018 at 7.30 p.m.

1. **PUBLIC FORUM:** 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 of the Council, at the discretion of the Chairman.
2. **APOLOGIES FOR ABSENCE:** To receive apologies for absence of council members
3. **DECLARATIONS OF INTEREST:** To receive declarations of disclosable pecuniary interests and any personal and prejudicial interest in respect of items on this agenda.
4. **CHAIRMAN'S UPDATE**
To receive a verbal update from the Chairman of Hailsham Town Council
5. **CONFIRMATION OF MINUTES**
To resolve that the Minutes of the Hailsham Town Council Meeting held on 26th September 2018 and may be confirmed as a correct record and signed by the Chairman.
6. **COMMITTEE RECOMMENDATIONS TO COUNCIL**
To consider the following recommendations made by committees, which are outside of their terms of reference or otherwise were resolved as recommendations to full council:
 - 6.1 **Communities Committee 01/10/2018** – Street Markets
 - 6.2 **Strategic Projects Committee 17/10/2018** – James West Community Centre
 - 6.3 **Strategic Projects Committee 17/10/2018** – Western Road Recreation Ground
7. **NEIGHBOURHOOD PLAN COMMITTEE**
 - 7.1 To receive an update regarding the Hailsham Neighbourhood Plan
 - 7.2 To approve the Neighbourhood Plan Committee's delegated authority up to the next Town Council meeting
8. **SOUTH ROAD PLAY AREA**
To consider reviewing the facilities available and recent resolutions regarding the South Road Play Area.
9. **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, **items 10, 11 and 12** of this agenda be transacted following the temporary exclusion of members of the Public and Press, in accordance with the Council's Standing Orders No. 1E:

The reason for exclusion are: 'terms of tenders, and proposals, and counter-proposals in negotiations for contracts' and 'engagement, terms of service, conduct and dismissal of employees'.

Following those agenda items the meeting will no longer be under confidential business (unless resolved otherwise).

10. TRANSFER OF LAND

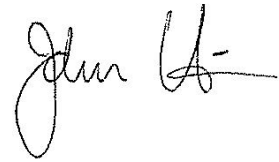
To consider a proposal for transfer of land to Hailsham Town Council

11. LEASE OF TOWN COUNCIL OWNED BUILDING

To consider a request to assign the lease of a town council owned building.

12. HAILSHAM POST OFFICE

To receive an update on the situation regarding Hailsham Post Office

A handwritten signature in black ink, appearing to read 'John Harrison', with a stylized flourish at the end.

JOHN HARRISON
Town Clerk

Report to	Hailsham Town Council
Date	21/11/2018
By	John Harrison, Town Clerk
Title of Report	Committee Recommendations to Council

Purpose

To consider the following recommendations made by committees, which are outside of their terms of reference or otherwise were resolved as recommendations to full council:

1. Communities Committee 01/10/2018

1.1 Street Markets

M. Caira reported that last year, in order to assist the street market throughout the winter months when there is less trade, it was agreed to offer the street market traders a free stall in January, February and March. Members discussed offering the traders a free pitch again in January, February and March 2019 as opposed to a discount in these months. M. Caira reminded members that offering a free pitch would mean further funding would be required to allow for the loss in pitch fees.

Members agreed to ask for further funding to allow the street market traders a free pitch in January, February and March 2019

Councillor R. Grocock abstained from voting on the matter

RESOLVED to recommend to Council to request up to £1,500 to allow for the pitch loss when offering the street traders free markets in January, February and March 2019

(For confirmation, this amount to be taken from the revitalisation fund - we have £12,198 left and we are asking for £1500 from this fund to allow us to give the traders the three months free).

2. Strategic Projects Committee 17/10/2018

2.1 James West Community Centre

Members were advised that a number of issues had become apparent since the Centre had opened in June.

The acoustics in the building are poor and this has resulted in one user cancelling their booking. The Town Clerk advised that a report on the acoustics would need to be carried out to decide how best to improve the acoustics in the building.

Members asked whether a hearing loop could be fitted in the main hall and were advised that this would not be possible as the flooring in the hall would need to be pulled up to install a hearing loop. It may be possible to place a hearing loop in the smaller meeting rooms.

The poor acoustics mean that at present a hearing loop would not work. The installation of a portable hearing loop will be considered once the acoustics have been dealt with.

The large glass window frontage causes the lobby area to get very hot, even on cool sunny days and it was proposed to place a clear film over the window in the lobby to keep the area cool while still allowing light to penetrate through the window.

Members agreed to all the above requests and asked that the defibrillator is ordered as soon as possible.

RESOLVED to recommend to Council to request up to £20,000 for the following work to the James West Centre, to be taken from the Commuted Sum Account:

- i) to provide screening to the window in the lobby of the Centre
- ii) to part fund a defibrillator
- iii) to fund an acoustic survey
- iv) to provide an acoustic solution to the building

2.2 Western Road Recreation Ground

Western Road Recreation Ground

Members were asked to further consider the proposed scheme of a network of cycling/walking/running paths at Western Road Recreation Ground

Members were reminded that at a meeting of the Town Council on 19th July 2017 the Council agreed to enter into a Deed of Dedication with Fields in Trust for the Western Road Recreation Ground and to work with Hailsham Active to apply for a £5000 grant for a physical activity project.

If this was successful it was further agreed to work with Hailsham Active to secure a £25000 capital grant to help create part of the proposed network of cycling/walking/running paths in Western Road Recreation Ground.

In 2017 the Council resolved in principle to support the paths and to fully or partly fund the scheme from Community Infrastructure Levy funding, pending the outcome of any discussions with Wealden District Council regarding S106 payments.

Unfortunately the bid for £25,000 was unsuccessful.

The Town Clerk advised that the total cost of the project was in the region of £146,000 and the Town Council has received Community Infrastructure Levy payments of £329,502.43 to date.

So far Community Infrastructure Levy expenditure has been allocated for a wheel chair swing at Western Road Play Area, projects at Western Road Play Area and Maurice Thornton Playing Field, and facilities at Welbury Farm and the Town Centre.

Members were told that S. Wennington had stated that he was confident he could get some support from local businesses to help fund the maintenance of the paths.

Members asked for clarification on where the path will be placed in relation to the cricket score box. The Town Clerk advised he would look into this.

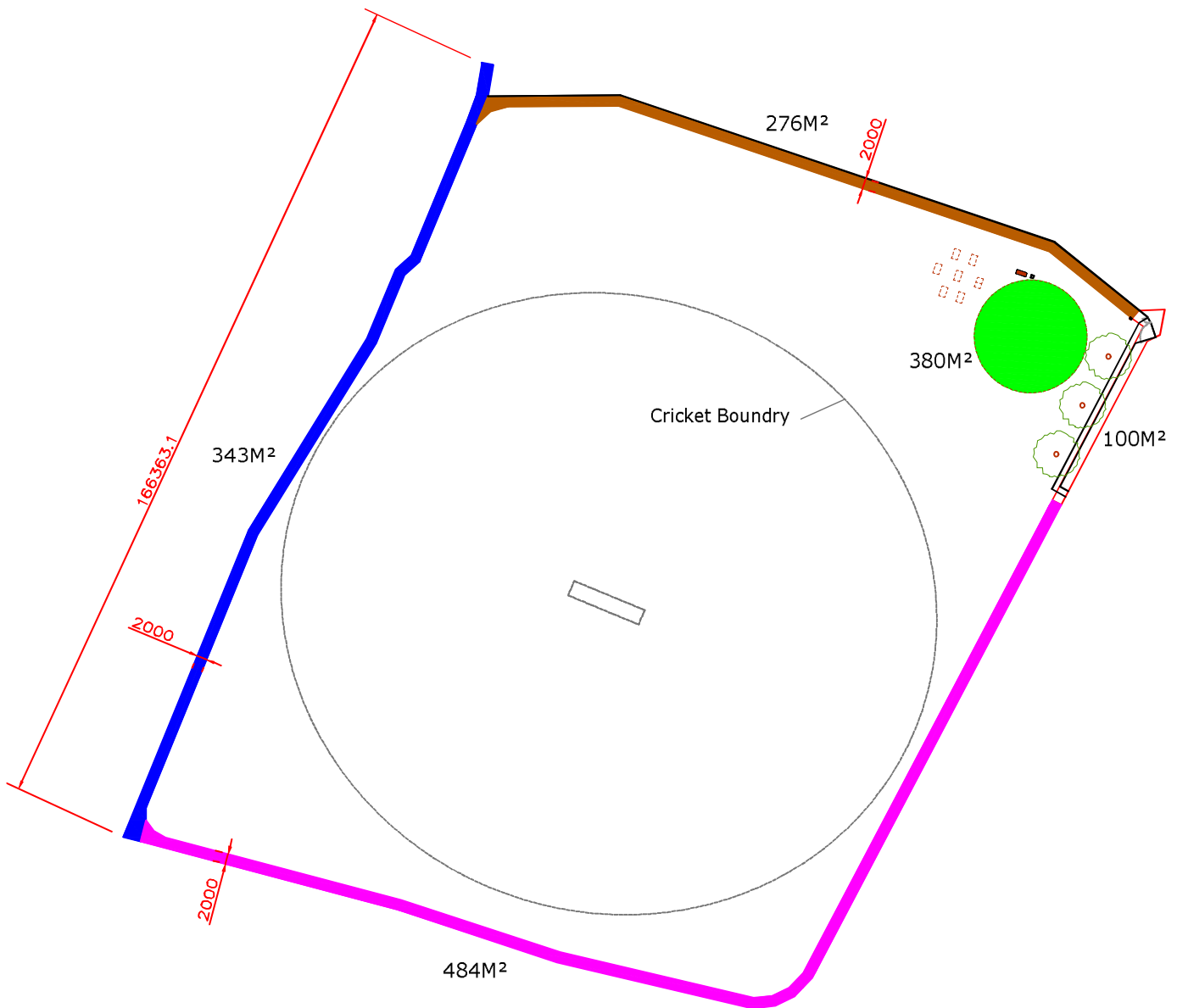
RESOLVED to recommend to Council to:

- i) fully support the design and layout of the proposed project for the Western Road

Recreation Ground, with the caveat that the cricket score box situation is clarified by S. Wennington

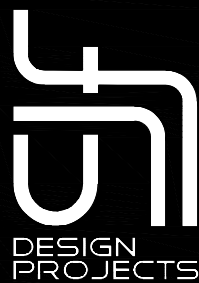
(The following resolutions are not recommendations to HTC)

- ii) the Strategic Projects Committee formally requests that Wealden District Council releases S106 payments to fund the scheme if possible*
- iii) Pending the outcome of discussions with Wealden District Council regarding the release of S106 receipts, the Strategic Projects Committee recommends to the Strategy Committee the release of Community Infrastructure Levy payments and/or capital receipts as required*




Western Road Recreation Ground

Scale 1:1250 @ A4



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Client...			
Project..		Western Road	
Drawing Title... Shared Path and Exercise area			
Drawn By..		Colin Ferguson	Date... 4/6/18
Drawing Scale...		1:1250 @ A4	DWG No... B0000
			Revision... A
<small>This drawing remains the property of and is issued on condition that it is not disclosed or copied in part or whole to any other unauthorised person without the prior consent of CJP Design Projects Ltd</small>			



Report to: Hailsham Town Council

Date: 21st November 2018

By: John Harrison, Town Clerk

Title of Report: South Road Play Area

PURPOSE:

To consider reviewing the facilities available and recent resolutions regarding the South Road Play Area.

BACKGROUND:

At the meeting of Hailsham Town Council on 18th July 2018, the council considered a recommendation from the Strategic Projects Committee Meeting (27th June 2018) to install a Wheelchair Swing at the South Road Play area and resolved as follows:

RESOLVED to:

- i) approve the installation of a wheel chair swing at South Road Play Area, at a cost of £16,000, funding to be taken from received Community Infrastructure Levy funds*
- ii) the final style of the wheel chair swing to be approved by the Town Clerk*

(Minute Reference HTC/1/18/138.1)

The plan had been to install the wheelchair swing immediately adjacent to the existing play area, along the outside of the existing boundary fence. However, it has come to light that a drain runs alongside the boundary fence of the existing play area. This means that the play area cannot be extended and because of the condition of the drain, the wheelchair swing cannot be installed as previously planned. It would therefore be necessary to remove existing equipment in order to install the wheelchair swing

On 14th November 2018 Council officers John Harrison (Town Clerk), Mickey Caira (Deputy Town Clerk and Business Enterprise Manager), Richard Gillett (Outdoor Works Team Supervisor) and Cllrs Mary Laxton (original proposer of the wheelchair swing), Stella Van Der Geyten (Chair of Strategic Projects Committee) and Richard Grocock (Vice Chair of Strategic Projects) met on site to discuss alternatives and agreed to present an alternative proposal to the council.

PROPOSAL

That a more holistic review of the facilities at the South Road Play Area be undertaken, to include an element of public consultation, to decide what new equipment and other amendments to implement at the playground, including

disabled accessible play equipment.

Required elements of the review will include:

- Additional public benches (and other furniture) in the playground
- Widening of the gate at the north side of the playground to ensure it is wheelchair accessible
- A request is made to East Sussex County County Highways for one or more disabled parking bays on South Road as close to the entrance as possible
- More accessible play equipment, with costed choices presented to the public for consideration
- The removal of the roundabout currently on the playground in anticipation of the outcome of this review
- The removal of the see-saw and 'rocket' from the centre of the playground, which are old and due for removal or replacement
- The potential removal, and installation elsewhere, of the slide and climbing frame from the south end of the playground, which are nevertheless in a good state of repair and relatively new
- Not to remove the swings which have very recently been installed.
- Resurfacing of the playground as required according to equipment decided on.

FINANCIAL CONSIDERATIONS.

Before launching any public consultation and initiating the project, it will be necessary to determine what budget is available for the project and to have costed various options.

A meeting has been arranged with the Head of Planning at Wealden District Council to discuss the possible release of Section 106 funds for 'sport and recreational facilities in Hailsham' and is scheduled for 26th November 2018.

Funds the Town Council has potentially available to release for the project include:

Public Open Spaces Fund (one off payment for sale of land)	£23,790.28
Capital Receipts (one off payment for sale of land)	£89,555.00
Historical Commuted Sums	£51,010
Community infrastructure Levy payments	£329,860.00
Play Surface Budget (carry forwards)	£2294.00

It should be noted that all of these are one-off payments which will not be replenished once spent, as opposed to precepted income received annually.

OTHER CONSIDERATIONS

The Town Council has included a target within its current Strategic Plan that by 2022 it will have:

*Identified the rough cost to rebuild the play area at Western Road
Identified funds required to implement and source
Depending on the outcomes above, implemented the scheme.*

RECOMMENDATION

Council is recommended to implement this proposal by making the following resolutions:

1. To resolve that a holistic review of the facilities at the South Road Play Area be undertaken, to include an element of public consultation, to decide what new equipment and other amendments to implement at the playground, including disabled accessible play equipment
2. To resolve not to purchase and install a wheelchair swing as previously resolved, pending the outcome of the review of South Road Play Area. This is the rescission of a previous resolution (made 18th July 2018) that requires a two thirds majority of those present and voting.
3. To resolve that pending the outcome of the meeting with Wealden District Council and any further discussions, meetings or agreements regarding available Section 106 monies, council revisits the review of the South Road Play Area at the next suitable full council meeting, in order to determine and initiate the project, including a defined budget, defined outcomes, timescales and issues and elements of the project that must be considered.