

HAILSHAM TOWN COUNCIL

NOTICE IS HEREBY GIVEN OF a meeting of the HAILSHAM TOWN COUNCIL to be held in the JAMES WEST COMMUNITY CENTRE, BRUNEL DRIVE, HAILSHAM, BN27 3UB, on

Wednesday, 20th November 2019 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. **CONFIDENTIAL BUSINESS**
To resolve that the press and public are excluded during the discussion on the **next item** of the agenda **(5)** as it concerns the terms of tenders and proposals and counter proposals in negotiation for contracts

(In accordance with the Council's Standing Orders No. 1E).
5. **EAST SUSSEX COUNTY COUNCIL HIGHWAYS - CONFIDENTIAL**
To receive a presentation from ESCC Highways on interventions planned for Hailsham
6. **CHAIRMAN'S UPDATE**
To receive a verbal update from the Chairman of Hailsham Town Council
7. **CONFIRMATION OF MINUTES**
To resolve that the Minutes of the Meeting of Hailsham Town Council held on 25th September 2019 may be confirmed as a correct record and signed by the Chairman.
8. **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:
 - 8.1 Strategy Committee 14.10.2019 – Quarterly Report on progress with business plan
 - 8.2 Communities Committee 07.10.2019 – Costed Report
 - 8.3 Communities Committee 07.10.2019 – May Day Bank Holiday 2020
 - 8.4 Assets Management Committee 13.11.2019 – Hawkes Road Bus Shelter

9. NEIGHBOURHOOD PLAN COMMITTEE

9.1 To note the minutes of the Neighbourhood Plan Committee Meeting 07/11/2019

9.2 To approve the Neighbourhood Plan Committee's delegated authority up to the next Town Council meeting

10. MOTION 170 – HAILSHAM FORWARD

To consider a motion submitted to the Town Clerk by Cllr Hinton, seconded by Cllr Powis

11. MOTION 171 – PLANNING APPLICATIONS

To consider a motion submitted to the Town Clerk by Cllr Nicholls, seconded by Cllr Hinton

12. MOTION 172 – JAMES WEST COMMUNITY CENTRE

To consider a motion submitted to the Town Clerk by Cllr Tasane, seconded by Cllr Cottingham

13. COMMITTEE MEMBERSHIP

To consider amendments to the council's committee membership

14. WEALDEN WORKS

To consider a proposal and request for funding from Wealden Works

15. HAILSHAM FESTIVAL

To consider a proposal and request for funding from Hailsham Festival

16. URBAN GRASS CUTTING

To consider a request from East Sussex County Council to fund urban grass cutting for 2020

17. ADDITIONAL BUS SHELTER

To consider the placing of an additional bus shelter at South Road

18. HAILSHAM HERO

To consider the arrangements for the Hailsham Hero Award for the forthcoming years

19. CONFIDENTIAL BUSINESS

To resolve that the press and public are excluded during the discussion on the **next three items** of the agenda **(21, 22 and 23)** as they concern: The terms of tenders and proposals and counter proposals in negotiation for contracts and/or The preparation of cases in legal proceedings.

(In accordance with the Council's Standing Orders No. 1E).

20. LEGAL DISPUTE - CONFIDENTIAL

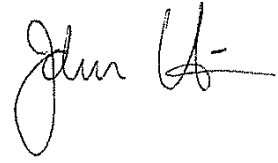
To receive an update on an ongoing legal dispute.

21. MOTION 173 – PERSIMMON HOMES - CONFIDENTIAL

To consider a motion submitted to the Town Clerk by Cllr Tasane, seconded by Cllr Puttick.

22. HAILSHAM ASPIRES - CONFIDENTIAL

To receive an update on the Hailsham Aspires Project.

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	20/11/2019
By	John Harrison, Town Clerk
Title of Report	MOTION 170 – HAILSHAM FORWARD

Purpose

To consider a motion submitted to the Town Clerk by Cllr Hinton, seconded by Cllr Powis:

MOTION 170 – Hailsham Forward

Given Hailsham Forward is now established as a Community Interest Company (CIC) and in the light of there being no formal or written agreement in place regarding the relationship between the Town Council and Hailsham Forward this Motion proposes that the Town Council undertake an urgent review to: establish if the Town Council wishes to continue a relationship and if so what form this should take.

The Review should include consideration of any continued Town Council support in the form of financial and human (staffing) resources.

The Review should take place to a timescale that enables recommendations to be presented to Full Council and decisions made before 1st April 2020.

Any formal agreement put in place as a result of the Review should be reconsidered every year as part of the Town Councils Budget Preparation / Setting process.

Report to	Hailsham Town Council
Date	20/11/2019
By	John Harrison, Town Clerk
Title of Report	MOTION 171 – PLANNING APPLICATIONS

Purpose

To consider a motion submitted to the Town Clerk by Cllr Nicholls, seconded by Cllr Hinton:

MOTION 171 – Planning Applications

BACKGROUND

Many residents are concerned about the amount of development that has occurred and is proposed for Hailsham. As residents ourselves I know that many of us in HTC also share their concerns. I know that questions have been asked about the lack of infrastructure to support the developments with the resulting increase in road traffic, congestion, and access to and throughout Hailsham. Traffic problems which are further exacerbated by the parking or lack of provision for parking in new developments, a problem that was highlighted and discussed by residents at the recent Public Community Policing Meeting.

Social media posts make it abundantly clear that the residents of Hailsham are looking at their local representatives in HTC to ‘do something’.

I know that there is little that Hailsham Town Council can do. I also know that parking requirements are embedded within planning policy guidelines so those in Planning Policy at District and above level, will deem this a non-issue. However, standards are inadequate, and out of date compared with reality.

It seems clear to me that new residential developments do not provide space within the curtilage of a dwelling to address the parking needs of a family in the 21st century. Compare the space afforded to the bungalows built in 1950s and 60s in Ersham Road and the new properties of Brunel Drive.

Consider the scenario that in households today each person has their own vehicle including teenage children (who are remaining at home into late 20s). Many people work in SME and are provided with company work vehicles which are taken home daily too. This means that today, a 3 bedroom dwelling requires space for at least 4 vehicles even 5 if a work vehicle is included. No allowance is made for visitors within this calculation.

It is evident to see that parking provided for new developments is woefully inadequate. Even if attempts are made to control parking with the provision of yellow lines, we know that parking restrictions in Hailsham will not be enforced.

I therefore propose the following motion and humbly seek your support.

MOTION 171

That we in Hailsham Town Council when commenting on Planning Applications as a Statutory Consultee will expect all new residential applications to demonstrate that all parking demand for each property can be achieved within the curtilage of the dwelling, not

relying on parking on the public highway, in an effort to minimise on street parking and maximise access.

The expectation is that all vehicles generated by the occupation and use of the dwellings will be provided for by satisfactory parking arrangements on site.

By doing this I think it will send a clear message that we in HTC are trying to ensure that developers provide residential developments that are fit for purpose for Hailsham and its residents.

Report to	Hailsham Town Council
Date	20/11/2019
By	John Harrison, Town Clerk
Title of Report	MOTION 172 – JAMES WEST CENTRE

Purpose

To consider a motion submitted to the Town Clerk by Cllr Tasane, seconded by Cllr Cottingham:

MOTION 172 – James West Centre

We wish to put the following motion forward to full council on Wednesday 20th November 2019.

The motion being to set up a committee of three to five councillors, to oversee the James West Centre, to include the Chair of the council. This would be a reinstatement of a previous committee.

Report to: Hailsham Town Council

Date: 20th November 2019

By: John Harrison, Town Clerk

Title of Report: Committee Membership

Purpose:

To consider amendments to the Council's Committee Membership.

MEMBERSHIP OF COMMITTEES, SUB-COMMITTEES and WORKING GROUPS 2019-2020 (AS AT 20.09.2019)

Total Posts (5X7 = 35 + 2)	37	% of Council	Committee Seats Per Group	Seats Occupied	Difference
Council Make Up	18 Seats	100.00%	37.0	0	
Conservative	6	33.33%	12.3	12	0
Liberal Democrat	6	33.33%	12.3	11	-1
Independent (K. Hinton)	1	5.56%	2.1	3	1
Independent (M. Laxton)	1	5.56%	2.1	2	0
Independent (K. Nicholls)	1	5.56%	2.1	2	0
Independent (T. Powis)	1	5.56%	2.1	2	0
Independent (J. Puttick)	1	5.56%	2.1	2	0
Independent (A.M. Ricketts)	1	5.56%	2.1	2	0
	18	100.00%	37.0	36	1

	STANDING COMMITTEES					SUB COMMITTEES
Committee	Finance, Budget, Resources & Staffing	Planning & Development	Communities	Assets Management	Neighbourhood Planning	Post Office Working group
1	Ben Granville	Anne-Marie Ricketts	Anne-Marie Ricketts	Ben Granville	Kevin Balsdon	Anne-Marie Ricketts
2	Trevor Powis	Craig Tasane (V)	Karen Nicholls	Trevor Powis	Karen Nicholls	David Cottingham
3	Kelvin Hinton	John Puttick (C)	Chris Bryant	Chris Bryant	David Cottingham	Mary Laxton
4	Gavin Blake-Coggins (C)	Amanda O'Rawe	Alexa Clarke (C)	Kelvin Hinton (V)	Kelvin Hinton	Amanda O'Rawe
5	Paul Holbrook	Barbara Holbrook	Gavin Blake-Coggins	Craig Tasane	Mary Laxton (C)	Paul Holbrook
6	Richard Grocock (V)	Paul Holbrook	Amanda O'Rawe	Mary Laxton	John Puttick (V)	Nigel Coltman
7	Nigel Coltman		Nigel Coltman (V)	Paul Holbrook	Paul Holbrook	
8				Richard Grocock (C)	Nigel Coltman	
Substitutes						
1	Chris Bryant	Gavin Blake-Coggins	Kevin Balsdon	Nigel Coltman	Alexa Clarke	Alexa Clarke
2	David Cottingham	Alexa Clarke	Ben Granville	David Cottingham	Barbara Holbrook	Gavin Blake-Coggins
3	Mary Laxton	Nigel Coltman	Barbara Holbrook	Barbara Holbrook		
4	Amanda O'Rawe	Ben Granville	Trevor Powis	Amanda O'Rawe		
5		Mary Laxton	Craig Tasane	John Puttick		
6		Amanda O'Rawe				
7		Trevor Powis				
8						
					Lay members	



**Wealden Works, trading under the umbrella
of the Heathfield Partnership Trust Ltd
www.wealdenworks.co.uk
c/o 73 High Street, Heathfield, East Sussex TN21 8HU**

1 November 2019

Mr J Harrison
The Town Clerk, Hailsham Town Council
Inglenook, Market Street
Hailsham
East Sussex BN27 2AE

Dear John

Further to our presentation at your last Full Council meeting on 25th September 2019, we would like to put in a formal request to Hailsham Town Council for future funding of our youth employability project Wealden Works. I provide the following information which I hope will answer any questions which may arise when putting forward a proposal.

Wealden Works was formed in May 2017 with our centre located for this project in Heathfield Youth Centre. This is a free employability service that is available to all young people living within the Wealden area. There is simply no other such provision in the rural stretches of our county, our initiative has stimulated young people back into progressive pathways who are now making positive contributions to society.

The outline of our project is to bridge the gap between education and employment and we do this by enrolling up to 40 young people a year (between the ages of 16-24) who each attend an intense 10-week employability course. During these 10 weeks our young people attend daily employability workshops, career assessments, financial workshops and work trials. We also address other life skills such as confidence building, mental health issues and we provide a free professional counselling service to those in need. We provide a 12month aftercare programme for each young person who has attended the course as we believe that ongoing support is crucial to sustain success.

With no Job Centre located within the Wealden area, this project is much needed. A current bus fare to the nearest Job Centre which is based in Eastbourne is nearly £7.00 return and once a young person has signed up to the Job Centre they must attend appointments once a week. This equates to nearly £30 in travel expenses in one month.

Wealden Works comes under the charitable status of The Heathfield Partnership Trust Ltd, although Wealden Works is wholly independent as an operation.

We are currently funded by local grants, private donations and we also hold a small Skills UK contract which is due to end in July 2020 with no certainty this will continue. Secondary schools state funding has evaporated and there is no longer satisfactory provision for independent career advice and guidance or work placement experience. Our pilot scheme with

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Heathfield Community College which achieved such plaudits in recent press coverage is going to be an important service as we increase our coverage within Wealden.

We are now seeking funding from Hailsham Town Council as we have been actively promoting our services within Hailsham and receive referrals via Hailsham Youth Centre, HCC, YMCA and Hailsham FM.

Hailsham residents attend the project in Heathfield where travel expenses are reimbursed along with other participant expenses. The current cost of 1 participant attending the project for the 10 weeks is £2,000.00. We would like to request the amount of £10,000 from Hailsham Town Council which would go towards Hailsham residents that have attended the project to-date.

MIX OF ATTENDEES SINCE 2017

9 from Hailsham	15%
3 Crowborough	5%
8 Uckfield	14%
14 Heathfield	23%
26 from other surrounding villages	43%

We have also made bids and received funding from the following local councils and parishes:

FUNDING FROM LOCAL COUNCILS AND PARISHES SINCE 2007

Heathfield & Waldron Parish Council	£10,000.00
Uckfield Town Council	£13,500.00
Horam Parish Council	£ 3,200.00
Wealden District Council	£27,000.00
Hellingly Parish Council	£ 467.00
Mayfield Parish Council	£ 150.00

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Current funders and stakeholders are all invited to our triannual stakeholder meetings where we discuss the current participants' journeys, current financial information and any other business. Prior to this meeting we also send out a newsletter to all our funders and stakeholders which outlines all the key information since the previous meeting.

We offer written financial reports to all stakeholder and fundraisers in order to keep them updated on an ad-hoc basis.

We will be holding our annual graduation event for this year's participants on Tuesday 3rd December at 6.15pm and would like to invite your members along to be part of the celebration. This will also be an opportunity to really see how Wealden Works can change lives. The event will be held at Heathfield Youth Centre

Case study on a Hailsham young person:

Participant's Parents: *We are so grateful that we had the good fortune to put our son in touch with Wealden Works. They have been amazingly helpful and positive for Ben in this transitional time. It has been invaluable to have their support and for Ben to have someone so friendly to talk things through with. Although only 16, we have really seen him grow in confidence, especially after his week of work experience proving that a college course to gain further educational qualifications would be the best route. This made us all feel reassured. He has been given the best help and start possible and is loving his College course. A fantastic service!*

BEN (Case Study)

Ben joined the group after disappointing exam results and being unhappy at school. A bright lad, lacking in self-esteem and confidence and unsure which career choice or path to take. He became a valued and active member of the group showing natural team leadership, happy and confident it was suggested he attend an open day at a College for Further Education with his parents. Inspired and now keen to continue his studies Ben enrolled on a 2-year Academic course to gain A Levels in Economics and Business Studies. Six months into the course, he has made new friends, is enjoying and doing well with his studies and now has the potential for a successful career future.

Yours sincerely

Lisa Crozier
Project Manager

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Hailsham Festival

Festival Funding Request

Hailsham Festival would be grateful if this funding request could be added to the Communities Committee budget. We are aware that the budget has not gone to full council as yet and understand that Hailsham Festival is a standing item on the agenda.

We would also like to request that the festival sends a representative to meetings to update the committee and share festival information.

Proposal

Hailsham Festival wishes to request a regular funding contribution from Hailsham Town Council to help enable us to consolidate the growth of recent years and to establish the continuation of that growth over the next 3 years.

Hailsham Festival is currently run entirely by a committee of volunteers with no paid staff.

The festival has a sustained track record of excellence and acts as a positive ambassador for Hailsham. As the festival has grown, however, core costs have also increased. Many of these costs are essential in ensuring that the community is able to engage with the opportunities on offer.

For example, a central component of recent expansion and community engagement has been the delivery of festival programme brochures to every household in Hailsham and the surrounding villages. Evaluation surveys reveal that although our social media presence is positive and word of mouth is a vital means of communication, by far and away our greatest impact is felt through programme distribution. In 2018, for example nearly 60% of attendees found out about the festival from the delivered brochures. We feel that provision of these programmes not only helps to encourage people to attend the festival but that it represents tangible evidence to support our belief that Hailsham is a vibrant and imaginative place in which to live.

Our request is therefore for funding to help us with these core costs so that we can plan with greater confidence and security over the next 3 years.

Amount requested: £2000 per year for 3 years.

Background Information:

a) After 13 successful years the festival is well-bedded in the Hailsham community and is widely recognised as an integral component of the town's identity, having strong links with local authorities, schools, voluntary organisations and businesses. We aim to ensure that there is something for everyone and many of the events are free thanks to the generosity of our sponsors and supporters.

b) Recent years have witnessed a considerable expansion of the festival and we have been fortunate in securing grant funding from a number of external bodies as well as local businesses and advertisers

c) An evaluation of the 2018 Festival confirmed that of 199 respondents, all either loved it or considered it good. 93.9% respondents were also from Hailsham or lived within 15 miles of the town. The most popular motivations for visiting the Festival were to be entertained (70.9%), to enjoy the atmosphere (48.7%) and to spend time with friends/family (35.2%). The 2019 evaluation report is currently in preparation but early indications suggest that the success rate will be equally or more positive. An impact assessment of the 2018 festival is attached

We want to build on this success with everyone in our community coming together to produce high quality arts activity.

d) Hailsham Festival is held annually in September and is now entering its fourteenth successful year. The festival represents a celebration of talent, creativity and imagination centered in the market town of Hailsham and its surrounding area. It originally consisted of its highly regarded Art Trail which has grown in strength and diversity ever since and is a rich showcase for local artistic talent and skill. In 2019 the trail included over 100 artists in 18 venues across the area. Music, dance, drama and cinema are well represented with performances in venues including the iconic Hailsham Pavilion, Summerheath Hall, Lime Cross Garden Centre, B12 Bar and Kitchen and the Bluebell Barn in Arlington. In recent years the mayor's opening concert in the Parish Church has featured musicians from the church as well as performances by Hailsham Choral Society. Young talent has been represented with performances by students from Hailsham Community College, the East Sussex Music Service's Eastbourne Area Concert Band and Irish dancing during the Showstopper final concert. Jazz, folk, theatre, film, poetry and literature are also well represented as well as competitions and activities for children.

A link to the 2019 festival website is available here: <https://hailshamfestival.uk>.

The Facebook site is here: www.facebook.com/HailshamArtsFestival/

The Twitter feed is here: @HailshamArtsFest

The Instagram link is here: https://www.instagram.com/hailsham_festival/

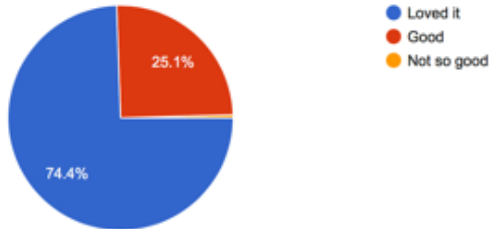
Email: info@hailshamfestival.uk

Dr Tony Biggin
Festival Chair
November 2019



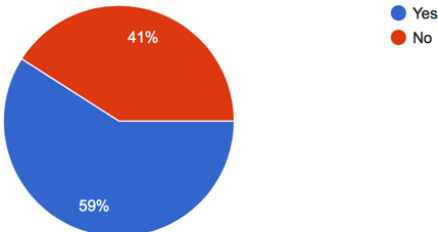
Hailsham Festival 2018 Impact Report

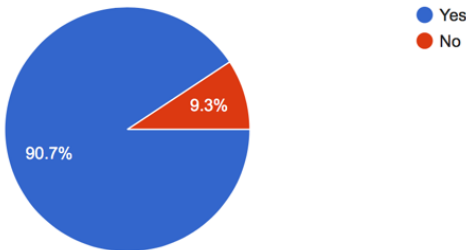
<p><i>"Great after a long day at work. This again please! Will invite others to come. Thanks so much for all your work in putting on so many different events"</i></p> <p><i>"New to the area - came to find out how to use my skill set and get involved in the community."</i></p> <p><i>"Enjoyed the circus outdoor arts."</i></p> <p><i>"Great to see interesting art!"</i></p>	<p>The Festival</p> <p>Hailsham Festival is held annually in September and is now entering its thirteenth successful year. The festival represents a celebration of talent, creativity and imagination centered in the market town of Hailsham and its surrounding area. It originally consisted of its highly regarded Art Trail which has grown in strength and diversity ever since and is a rich showcase for local artistic talent and skill. In 2018 the trail included over 100 artists in 18 venues across the area. Music (including jazz, rock, folk and classical), dance, drama, theatre, film, poetry and literature are also well represented as well as competitions and activities for children.</p> <p>Evaluation of the 2018 Festival</p> <p>The festival committee commissioned <i>This Too Is Real</i> (Amy Solis) to produce an Audience Evaluation Report. This document highlights some of the report's key findings and the views of a selection of the 2018 audiences and stakeholders to help shape future programming, marketing, fundraising and audience development.</p> <p>The questions in the surveys were modelled on the Audience Agency's standardised Audience Survey as part of Audience Finder, a three-year programme commissioned by Arts Council England to provide an audience data analysis framework for all its regularly funded National Portfolio Organisations (NPO) and other arts organisations.</p>	<p><i>"My congratulations on a wonderful festival. I was proud to have my role as mayor associated with the concert in the church."</i></p> <p><i>"This event has been AMAZING. Everyone is smiling :-)"</i></p> <p><i>"Great and welcoming set up"</i></p> <p><i>"I think the festival is a great success as it is. Well done!"</i></p>
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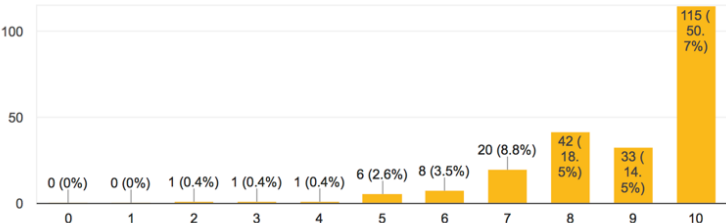
<p>The survey reflects things of interest to the committee including:</p> <ul style="list-style-type: none">• Marketing• Motivation• Visitor Experience• Visitor Economy• Audience Demographic	<p>3. Did you enjoy your visit today?</p> <p>227 responses</p>  <table><tr><th>Response</th><th>Percentage</th></tr><tr><td>Loved it</td><td>74.4%</td></tr><tr><td>Good</td><td>25.1%</td></tr><tr><td>Not so good</td><td>0.5%</td></tr></table>	Response	Percentage	Loved it	74.4%	Good	25.1%	Not so good	0.5%	<p>To gather audience data, we primarily used paper audience surveys.</p> <p>The surveys were handed out at 20 of the events</p>
Response	Percentage									
Loved it	74.4%									
Good	25.1%									
Not so good	0.5%									

Motivation

The **main motivation** for attending Festival events across all art forms was to be entertained (34.4%), followed by wanting to spend time with family or friends (26.9%). Festival goers also wanted to enjoy the atmosphere (8.8%), to be intellectually stimulated (7.9%) or to do something new/out of the ordinary (4.4%).

<p>Print marketing is the key to reaching your audiences, with a total of 66.9% hearing about the Festival this way (Festival brochure, banner, poster + others). This is followed by Word of Mouth at 38.3%.</p>	<p>4. Have you been to an arts or music festival in a market town before?</p> <p>227 responses</p>  <table><tr><td>Yes</td><td>59%</td></tr><tr><td>No</td><td>41%</td></tr></table>	Yes	59%	No	41%	<p>Digital marketing is also a good way people find out about the Festival (26.2%), followed by local press</p>
Yes	59%					
No	41%					

<p><i>"It's good to have the festival in town, like other places nearby and to see the area not culturally impoverished."</i></p>	<p>5. Do you live in Hailsham or nearby area (up to 15 miles)?</p> <p>226 responses</p>  <table><tr><td>Yes</td><td>90.7%</td></tr><tr><td>No</td><td>9.3%</td></tr></table>	Yes	90.7%	No	9.3%	<p><i>The programme doesn't necessarily need a theme, as it's diverse and might reflect the diverse tastes of people living in the area."</i></p>
Yes	90.7%					
No	9.3%					

<p><i>"I'm pleased to see the new and invigorated format and direction taking shape. please congratulate the committee..."</i></p>	<p>8. On a scale of 0-10, how likely is it that you would recommend the performance/event to a friend, family member or colleague, with 10 being extremely likely and 0 being not at all likely? (Tick one only)</p> <p>227 responses</p>  <table><tr><th>Score</th><th>Count</th><th>Percentage</th></tr><tr><td>0</td><td>0</td><td>0%</td></tr><tr><td>1</td><td>0</td><td>0%</td></tr><tr><td>2</td><td>1</td><td>0.4%</td></tr><tr><td>3</td><td>1</td><td>0.4%</td></tr><tr><td>4</td><td>1</td><td>0.4%</td></tr><tr><td>5</td><td>6</td><td>2.6%</td></tr><tr><td>6</td><td>8</td><td>3.5%</td></tr><tr><td>7</td><td>20</td><td>8.8%</td></tr><tr><td>8</td><td>42</td><td>18.5%</td></tr><tr><td>9</td><td>33</td><td>14.5%</td></tr><tr><td>10</td><td>115</td><td>50.7%</td></tr></table>	Score	Count	Percentage	0	0	0%	1	0	0%	2	1	0.4%	3	1	0.4%	4	1	0.4%	5	6	2.6%	6	8	3.5%	7	20	8.8%	8	42	18.5%	9	33	14.5%	10	115	50.7%	<p><i>...and all of the helpers, volunteers and paid artists for what seems to have been the most successful festival to date. "</i></p>
Score	Count	Percentage																																				
0	0	0%																																				
1	0	0%																																				
2	1	0.4%																																				
3	1	0.4%																																				
4	1	0.4%																																				
5	6	2.6%																																				
6	8	3.5%																																				
7	20	8.8%																																				
8	42	18.5%																																				
9	33	14.5%																																				
10	115	50.7%																																				

"Something for Everyone!"

Report to: Hailsham Town Council

Date: 20th November 2019

By: John Harrison, Town Clerk

Title of Report: Urban Grass Cutting

PURPOSE:

To consider a request from East Sussex County Council to fund urban grass cutting for 2020

BACKGROUND:

Request received from ESCC Contracts Management Group
03 October 2019 16:03

Dear Hailsham Town Council,

I am writing in relation to the urban grass cutting service for 2020. East Sussex County Council (ESCC) is continuing to offer the same options as last year and would be grateful if you could let us know which option your Council would like to choose for next year:

Option 1 - Standard: Two cuts over the course of a year to be carried out by ESCC at no cost to the Parish/Town Council. Urban grass will be managed for safety purposes only.

Option 2 – Extra cuts: Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost Hailsham Town Council a total of £9,250 for the year.

Option 3 – Self delivery: Parish/Town Councils take on responsibility to deliver all urban grass cutting in their area. This must include a minimum of two cuts over the course of the year. ESCC will not carry out any urban grass cutting in the area. ESCC would pay Hailsham Town Council the sum of £4,625 to do this.

It should be noted that any contractor employed must be suitably competent and qualified to work safely on the highway. Further details are available in the attached document.

I would be grateful if you could indicate which option your Council would like to choose by **31st December**. Please be aware that if we have not heard back by this date, we will default to Option 1 – two standard cuts.

If you require any further information you can contact me at contracts.managementgroup@eastsussex.gov.uk or by telephone on 01273 482644.

Kind regards,

Project Manager – Highways Funding and Development

Previous Resolution

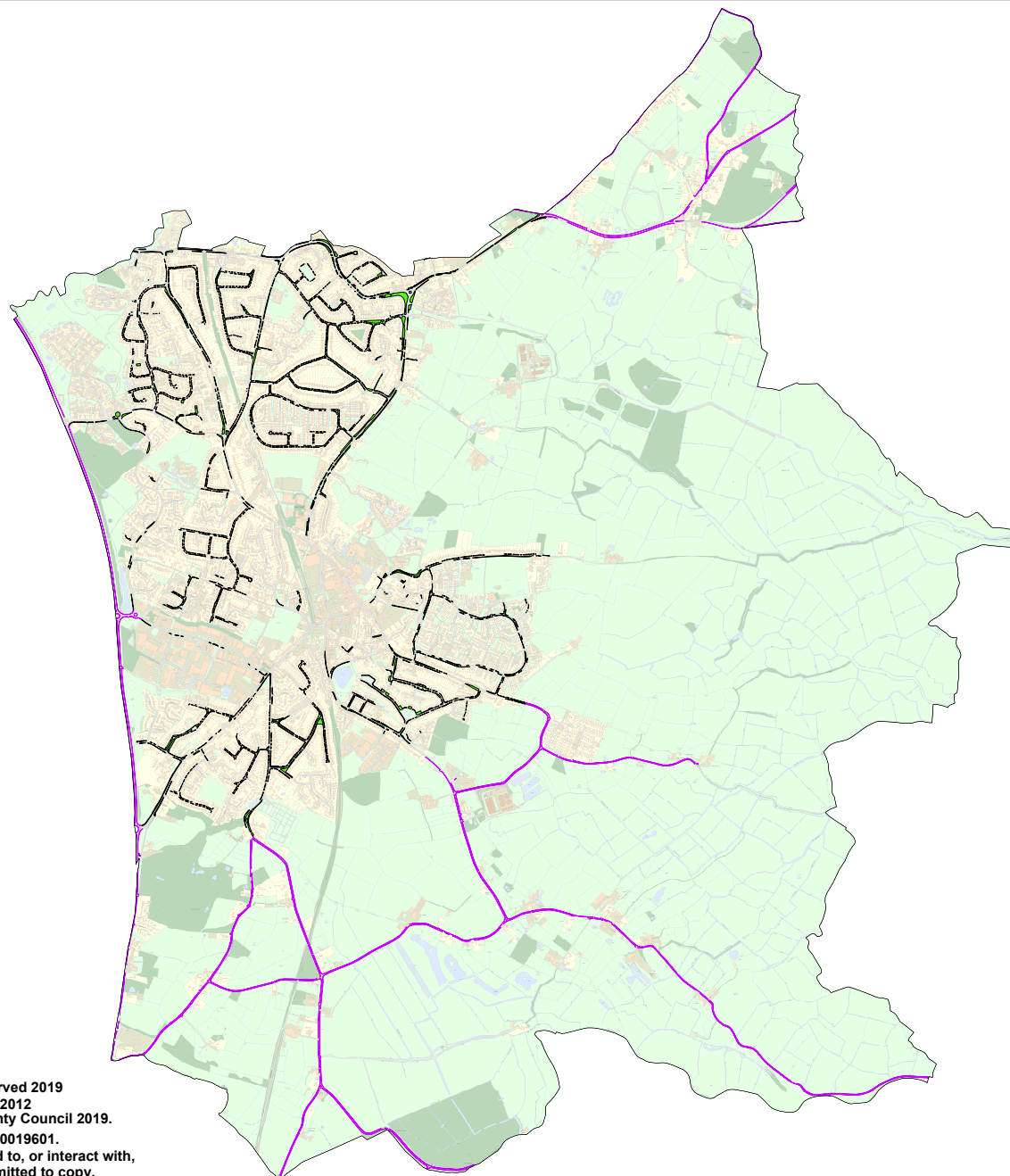
HTC 26.09.2018 (Minute Ref HTC/2/18/170.3)

RESOLVED that Hailsham Town Council would pay for four additional urban grass cuts to enhance the service provided by the County Council. To enable the provision of a service of six cuts this would cost Hailsham Town Council in the region of £10,916 per annum.

(£10,916.00 is the amount HTC paid).

Answer to query regarding why the amount is different:

The reason behind this decrease is that we have spent the last year improving our inventory of grass verges across the County and reviewing the urban/rural classifications. In Hailsham there are a number of areas which were recorded as urban grass on our maps but in fact were managed as rural verges. We have therefore adjusted the payment on this basis. We will still be cutting the same areas of grass as previous years and have kept the price/m2 the same.



Legend

- Rural Grass
- Urban Grass

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Title: Hailsham Current Grass

Author: Asset Management Team

Scale: 1:34,761

Date: 14/11/2019



Report to	Hailsham Town Council
Date	20/11/2019
By	John Harrison, Town Clerk
Title of Report	HAILSHAM HERO

Purpose

To consider the arrangements for the Hailsham Hero Award for the forthcoming years

Considerations

Council is asked to consider:

- The appointment of a working party for the award for 2020.
- Whether to review and amend the criteria for the award for 2020 or to delegate that to the Working party
- Whether to ask external (non-council) members onto the working party

BACKGROUND

HTC Meeting 21.12.2015

(Minute Ref HTC/15/7/244.1)

‘Hailsham Heroes’ Community Award

Councillor Mrs. Laxton left the meeting for the duration of discussion of this agenda item.

The council, at its meeting on 22nd July 2015 had adopted the Strategic Projects Committee’s recommendation that the Hailsham Hero award be established and that a Sub-Committee be formed to further develop the idea. Its recommendations were then adopted at the council meeting on 30th September 2015. The Selection Panel to consider nominations was to comprise of three Councillors and two members of the public.

Three members of the public had been nominated or volunteered to sit on the Sub-Committee. They were Ms V. Browne, Mrs. M. Deehan and Ms A. Matthews.

RESOLVED

- *To rescind the relevant part of previous resolution (reference; HTC16/3/176.2 – that the selection panel consist of three council members and two members of the public). This resolution was carried by the necessary two thirds majority of members present.*
- *That the selection panel is made up of the three council members who formed the sub-committee (Cllrs Coltman, P. Holbrook and O’Rawe) and three members of the public; Ms V. Browne, Mrs. H. Deehan and Ms A. Matthews.*

Further background to the award and award criteria

The Strategic Projects Committee which met on 24th June 2015 considered an agenda item under the title “Hailsham Community Award”. The committee resolution was:

"To recommend that the Hailsham Hero award is established, to be presented at the next Annual Town Meeting in April 2016. A sub committee is formed to further develop the idea with the Town Clerk. Councillors N. Coltman, Ms A. O'Rawe and P. Holbrook agreed to be members of this committee"

This recommendation was adopted by the Town Council during its meeting held on 22nd July 2015 (Minute ref HTC/15/2/135)

The sub-committee, consisting of Cllrs Nigel Coltman, Paul Holbrook and Amanda O'Rawe, plus the Town Clerk, met on 11th September 2015 and made recommendations.

The recommendations were then considered at The Hailsham Town Council meeting on 30th September 2015, which resolved:

To adopt the recommendations contained in the officer's report as circulated with the agenda and as Appendix HTC/15/3/176A to these minutes; and that the initial funding for the scheme comes from the Mayoral allowance and that it is referred to the Communities Committee for future years.

(Minute Ref HTC 176.2/16/3/176.2)

These recommendations were as follows:

THE HAILSHAM HERO AWARD

The Town Council will offer one award per year, to an individual who has:

- Carried out a single act of heroism
- Carried out a sustained service to the community on a voluntary basis
- Carried out a single act which has had a significant positive effect on the community

The Award will be known as “Hailsham Hero”

The Council will receive nominations from the public for individuals via a pro-forma giving the reasons for the nomination, to be signed, countersigned and returned by a deadline.

Each nomination will be considered and the successful recipient decided upon by a small panel consisting of three members of council and two nominated members of the public.

There will be one winner of the award and up to two ‘runners up’

Criteria

Nominees must have been resident in the parish of Hailsham for the past three years at least.

There is to be no upper or lower age limit for nominees, although any nominee under 18 years old must have parental consent (to be included in the form)

Town Councillors and employees of the Town Council are not eligible for nomination.

Members of the sub-committee cannot make or counter-sign nominations.

Other Members or employees of the Town Council can make or counter-sign nominations.

Timescales:

- From this meeting – publicity launch for the award (see below)
- End of January – Deadline for nominations
- End of February – Sub-committee meets to consider nominations
- 1 April 2020 (Annual Town meeting) – award is made to successful nominee and runners –up.

The Award

Two physical awards will be purchased. The first will be updated each year with the name of the recipient. This award will be presented to the winner at the Annual team meeting but will not be theirs to take home for the year. A second smaller award will be given to the recipient and a new one to each winner every year.

The winner and the two runners-up will also be presented with signed certificates giving a brief description of why they were given the award or chosen as runners-up.

To be engraved on the larger cup:

Hailsham Town Council
[Town crest]
Hailsham Hero

Firstname Surname – Year
(then continuing into next years)

To be engraved on the smaller cup:

Hailsham Town Council
Hailsham Hero
2016

Publicity

It is planned that the award will be widely publicised using:

- Press releases
- HTC's Website
- HTC's social media sites (Facebook and Twitter)
- The HTC Newsletter
- The production of some A5 sized flyers to be placed in various outlets with permission (for e.g. supermarkets, doctors and dentist's waiting rooms, Wealden District Council and HTC's reception areas)
- A possible advert in the Wealden Eye

FINANCIAL CONSIDERATIONS

The larger cup will cost approximately £140.00 plus engraving

The smaller cup will cost approximately £24.00 plus engraving and will need to be replaced each year

There will be additional costs of printing leaflets and publicising the award.