

HAILSHAM TOWN COUNCIL

ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held at the Fleur de Lys Council Chambers, Market Street, Hailsham, on Wednesday 18th September 2019 at 7.00 pm.

Public Forum

No public were present at the meeting

AMC/19/3/42

Committee members present

Councillors: C. Bryant, R. Grocock (Chairman), M. Laxton, C. Tasane

Officers in attendance: J. Harrison and K. Giddings

43 **Apologies For Absence:**

Members noted and approved the apologies for absence from the following members:

Councillors B. Granville, K. Hinton and T. Powis

44 **Declarations of Interest**

None were received

45 **Minutes of Previous Meeting**

Resolved that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 21st August 2019 (Ref 19/2x/ 31-41) as printed and circulated, may be taken as read and confirmed as a correct record, and signed by the Chairman

46 **To receive an update about progress of resolutions from the last meeting of the Assets Management Committee on 21st August 2019**

- J. Harrison is investigating indicative costings and fees for the Community Land Trust
- The proposed Community Infrastructure Levy Projects will be taken to the next Strategy Committee meeting
- K. Giddings will investigate various signs to be placed at the Common Pond advising of appropriate food for the ducks and geese

47 **Cemetery Report**

It was noted that an Officer must be present at all future Cemetery inspections

47.1 **Garden of Remembrance – hedges**

It was previously agreed to remove the hedge and plant a yew hedge in its place.

Members agreed that S. Gillett could decide which type of hedge to plant at the Cemetery

47.2 General Pathways

Members discussed the pathways that needs replacing

RESOLVED to obtain indicative quotations for the pathway, for the following options, to be brought back to the Committee:

- i) to undertake the work in one go
- ii) to undertake the work over 3 years

47.3 Chapel

It was agreed to purchase fresh flowers for every service

47.4 Cemetery Toilet

Members discussed the use of the toilet and were informed that it is rarely used by members of the public visiting the cemetery and that it is in a very bad state of repair

RESOLVED to demolish the cemetery toilet and install a staff toilet in the staff building which can be used by Cemetery users if requested. The demolition to be undertaken in house if possible. If it is not possible to demolish in house, then to bring back indicative quotations to the Committee for further consideration

47.5 Cemetery Lodge

Members were advised that the work required to the property is in hand

47.6 Traveller Section

Members discussed the canine that had been buried on the site. It was agreed to try and establish the owners of the plot where the canine had been buried.

47.7 Woodland Area

Members were advised that the area is now clear of items.

47.8 Headstones

Concern was expressed over unstable headstones which could be a danger to members of the public.

Members agreed for a stone mason to be commissioned to visit the cemetery once a year to carry out a survey of all the headstones

RESOLVED to organise a stone mason to visit the cemetery once a year to carry out an inspection of the headstones. The fees for the stone mason to be taken from the professional fees budget

48 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. 1E.

South Road Play Area
Our Hailsham Magazine
Town Council Rented Property
Chimney Repairs

The reason for exclusion is:

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

49

South Road Play Area

Members noted that at a full Council meeting in January 2019 it was agreed for up to £125,000 to be allocated for the South Road Play Area.

J. Harrison advised that the Town Council are awaiting the Community Infrastructure Levy money which will finance the play area.

It was agreed that a number of schemes would be put to the public vote and that the outside work team would be involved in which schemes to put forward as options. Members agreed to honour the consultation vote, irrespective of how many members of the public vote.

J. Harrison advised that due to the amount of spending proposed, the project must be put on the Government Gateway Procurement, to invite any play equipment company to quote for the scheme

50

Our Hailsham Magazine

K. Giddings advised that a further 1,000 copies would be needed per quarter, for placing in various businesses around the town. This would cost a further £390.00 in total

RESOLVED to wait until the next Strategy Committee has looked at the new Quality Council Status to investigate whether a newsletter is required for quality status

51

Town Council Rented Property

51.1

RESOLVED that the Town Clerk contacts the Town Council Solicitors for further advice on this matter

52

Chimney Repairs

J. Harrison advised that due to the length of time taken for all the paperwork to be in place for these works, further costs had been incurred and further funds are now required for the repairs

RESOLVED to recommend to Council to allocate a further £4,000 for the chimney repairs, to be taken from the Contingency Fund

There being no further business the meeting closed at 8.45 pm. The next meeting will be held on Wednesday 16th October 2019 at 7.00 pm

