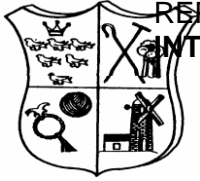


# HAILSHAM TOWN COUNCIL

## ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held remotely **VIA THE INTERNET**, on Wednesday 16<sup>th</sup> September 2020 at 7.00 pm.

AMC/20/ **Public Forum**

10/  
126 Mr S. Wennington of Hailsham Active was present to update members on the new pathway and lighting at Western Road Recreation Ground and spoke before the agenda item.

Mrs C. Light from Hailsham Allotment Society was present to address members on the agenda item for Battle Road allotments and also spoke before the agenda item.

127 **Committee members present**

Councillors: C. Bryant, N. Coltman (substituting for T. Powis), R. Grocock (Chairman), Ms A. O'Rawe (substituting for K. Hinton), P. Holbrook and M. Laxton

Officers in attendance: J. Harrison and K. Giddings

128 **Apologies For Absence:**

Councillors K. Hinton, T. Powis and C. Tasane

129 **Declarations of Interest**

Councillor P. Holbrook declared a personal interest in the agenda item for Battle Road allotments, as his daughter rents a plot on the site.

130 **Minutes of Previous Meeting**

Resolved that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 22<sup>nd</sup> July 2020 (Ref AMC/20/9/113-125) as printed and circulated, may be taken as read and confirmed as a correct record, and signed by the Chairman

131 **To receive an update about progress of resolutions from the last meeting of the Assets Management Committee on 22<sup>nd</sup> July 2020**

K. Giddings advised she had not heard further regarding two of the requests for benches and regarding the request to hold a fishing competition at the Country Park Lake. J. Harrison advised he had taken a phone call from Mrs Roberts, who had requested a bench at Western Road Recreation Ground. K. Giddings advised she would contact her to confirm the details and put the order in place

P. Holbrook advised he had distributed some flyers around the Carpenters Way Estate, to gain the opinions of the residents regarding the removal of the play area at Carpenters Way

J. Harrison advised he had written to the Community Land Trust but had not received a

response.

Members noted the organisation of the work to the Cemetery pathways was ongoing.

J. Harrison advised he had written to the resident regarding the trees at the Cemetery and she had noted receipt of his letter.

### 132 **Western Road Recreation Ground**

S Wennington addressed the Committee regarding the proposed lighting on the new pathway at Western Road Recreation Ground. He advised that all the trunking and positioning of the lamp posts is in place.

Members noted the positive feedback that had been received regarding this new pathway.

Members were advised that the lampposts are of a standard type and will switch off at approximately 10.00 pm, in line with normal lighting.

Members discussed the future maintenance cost of the lights and expressed concern that this was an unknown cost. S. Wennington advised that local businesses would be approached to sponsor the lights. He considered that the pathway must be lit in the evening to allow members of the public to use it. It was noted that maintenance of the pathway and any lighting installed would be the responsibility of the Town Council.

#### 132.1 Resolved to recommend to council:

- £20,400.00 of match funding is allocated from existing CIL receipts for the project to install lighting around the all-weather track at the Western Road Recreation ground
- To agree to be the lead body on the grant application for funding for the project
- Officer time resource is used to make the planning application for the installation of the lighting project, including the seeing of pre-planning advice
- Fund pre-planning surveys (if required, subject to pre-planning advice) and the planning fee once known (therefore approx. £3450.00) from existing CIL receipts

### 133 **Hailsham United Football Club**

Hailsham United Football Club had asked permission from the Town Council to place a container on Maurice Thornton Playing Field.

However J. Harrison advised that the container had recently been installed on the ground before permission had been given by the Town Council.

Members agreed however that any further containers placed here without the permission of the Town Council will not be authorised and will have to be moved at the Football Club's expense.

Members were informed that an existing shed on the site requires removal as it is in a poor state or repair. The Town Council had discussed costings for a new shed with the Football

Club.

The committee agreed that the football club would be required to move the existing container further away from the Pavilion as it represented a safety risk of people jumping from one to the other. Mr Wennington advised that he would organise this.

133.1 **RESOLVED:**

- i) To note that there is a unit there that was placed without planning permission or authorisation and that it is being used for children's football and sports purposes.
- ii) That the Town Council will remove the existing shed roof on Maurice Recreation Ground at a cost of up to £2,200, but would not support the provision of an additional container
- iii) Hailsham Football Club to replace this shed, like for like

Mr S. Wennington left the meeting at 7.58 pm

134 **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. 1E

Battle Road allotments  
South Road Play Area

135 **Battle Road Allotments**

An incident had occurred recently in which an ambulance had been called to the site but because the gates were locked, the ambulance was unable to access the site.

Due to this incident, an allotment holder had asked the Council to consider enforcing a rule in which allotment holders must ensure the gates remain unlocked while the site is in use.

Mrs C. Light of the Allotment Society addressed the Committee, requesting that the gates remain locked at the allotment site at all times and a key safe is installed to allow emergency access if necessary. She reported that the majority of the allotment holders were concerned that their safety would be compromised if the gates were left unlocked while they were working on the site.

K. Giddings reported that although the Town Council has always suggested the gates remain unlocked for precisely this type of incident, this had not been enforced and she agreed that many of the allotment holders wished for the gates to stay locked at all times due to safety concerns and worries over theft of equipment etc.

Members discussed the situation and agreed that a compromise would be to keep the gates locked and install a key safe to allow for emergency access to the site.

Mrs Light confirmed that the Allotment Society would cover the cost for the key safe.

135.1 **RESOLVED** that:

- i) The gates to the Battle Road Allotment Site remain locked at all times and a key safe is installed to allow for emergency access to the site
- ii) The combination to the key safe must only be known by the Allotment Society, Town Council staff and the emergency services

Mrs C. Light left the meeting at 8.07 pm

136

### **South Road Play Area**

The Council had resolved to undertake the rebuilding of the facilities at the South Road Play Area, to include new equipment and disabled accessible play equipment.

Members discussed the consultation brief for the new play area and agreed it should run from November to the end of this year.

It was agreed an online consultation could be carried out, with the assistance of survey monkey and any other media available to promote the consultation.

Members proposed for the winning tender to be picked at the Assets Committee meeting in January 2021.

137

### **Hire Charges Review**

Members noted that as per the internal audit requirement, the hire charges and fees for Town Council buildings and pitches must be reviewed annually.

Members discussed whether to increase fees for the Community Hall, Fleur de Lys and Maurice Thornton Pavilion. It was decided no further increase at this time.

The charges for the football pitches were also discussed and members agreed to now charge for the football pitches, per each session.

The Football Club will be contacted to investigate whether they would like to undertake the marking of the pitches.

### **RESOLVED:**

137.1

- i) To charge the Football Clubs to use the football pitches, per day, for both Western Road Recreation Ground and Maurice Thornton Playing Field, in order to contribute to the overall costs
  - The charge for the Maurice Thornton Playing Field pitches to be £25.00 per session/day
  - The charge for Western Road Recreation Ground pitches to be £15.00 per session/day
- ii) No further change to the remaining fees is to be made, which will be reviewed again in 2021

138 **Budget Report**

Members agreed to adopt all the items included in the budget and to adopt the managed maintenance plan in its entirety and add this plan to the budget

The work to the cemetery pathways and wet pour required for the play areas to also be added to the budget.

138.1 **RESOLVED :**

- i) To adopt the budget in its entirety with the addition of the Managed Maintenance Plan
- ii) To build into the budget the work required to the cemetery pathways and wet pour required for Council play areas

139 **Hailsham Youth Services**

Members noted the report produced by A. Joyes and thanked him for his update.

J. Harrison advised that it is planned to re-open the Youth Centre and to open the Hellingly Youth Service at the end of September although the Friday Night Project is still cancelled for the time being.

There being no further business the meeting closed at 8.55 pm.