

# HAILSHAM TOWN COUNCIL

## ASSETS MANAGEMENT COMMITTEE

### AGENDA

**NOTICE IS GIVEN OF a meeting of the ASSETS COMMITTEE to be held in the Fleur de Lys Council Chambers, Market Square, Hailsham**

Observers are kindly requested to watch the meeting live, via the Zoom link available from the Town Clerk ([john.harrison@hailsham-tc.gov.uk](mailto:john.harrison@hailsham-tc.gov.uk)) and not attend in person unless absolutely necessary, due to the limited space available and the ongoing risks posed by covid-19. Questions for the committee may also be submitted in advance to the Town Clerk.

**Wednesday 15<sup>th</sup> December 2021 at 7.00 p.m.**

**1. Public Forum**

To deal with any questions or brief representations from members of the public relevant to the remit of the committee, in accordance with Standing Order 1. and Hailsham Town Council policy. (15 Minutes)

**2. Apologies for Absence**

To receive apologies for absence of appointed members.

**3. Declarations of Interest**

To receive notice of declarations of personal or prejudicial interests in respect of items on this agenda.

**4. Minutes of Previous Meeting – Assets Management Committee**

**4.1** To resolve that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 27<sup>th</sup> October 2021 (Ref: AMC/21/5/32-45), as printed and circulated, may be taken as read, confirmed as a correct record, and signed by the Chairman.

**4.2** To receive an update about progress of resolutions from the last meeting of the Assets Management Committee on 27<sup>th</sup> October 2021

**5. Hailsham Cricket Club**

To consider a proposal from Hailsham Cricket Club regarding Western Road Recreation Ground

6. **Proposed Hailsham Town FC changing room redevelopment**  
To consider a proposal from Hailsham Town Football Club regarding the Beaconsfield facilities
7. **Defibrillator**  
To consider a request to place a defibrillator on Vicarage Field
8. **Footpath 18a**  
To consider a request for a bin on the new footpath
9. **Request for a street light on Compton Terrace**  
Update on meeting with Wealden District Council
10. **Quinnell Drive**  
Update on goal post
11. **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.

### **Hailsham Aspires**

The reasons for exclusion are: The beginning of legal proceedings and the terms of tenders for contracts or negotiations.

12. **Hailsham Aspires**  
Update



John Harrison, Town Clerk

#### **Committee Membership:**

Cllr C. Bryant  
Cllr R. Grocock  
Cllr P. Holbrook  
Cllr M. Laxton  
Cllr T. Powis  
Cllr R. Newark

#### **Substitutes:**

Cllr N. Coltman  
Cllr D. Cottingham  
Cllr B. Holbrook  
Cllr J. Puttick

## **Hailsham Cricket Club 3 lane open net system proposal**

### **Reasons for the new facility**

We are an ever expanding club, possibly the most successful sports club in the area.

We have 100-120 juniors training every week from April-August at the recreation ground, as well as through the winter months Jan-March using indoor facilities at Hailsham Community College. These juniors are predominately from the Hailsham area, but increasing from further afield too. We have several juniors on the Sussex Cricket Junior Pathway.

The club has a number of girls playing cricket, and this will be a real growth area of the club over the next 1-5 years. The U14 girls won a number of county tournaments last season.

The adults section of the club continues to grow. This is the traditional Saturday league cricket, and indeed many of our juniors (including girls) play this standard of cricket. We have 4 teams playing every Saturday through the season. We are particularly proud that we have a woman captain of our 4<sup>th</sup> XI, possibly one of the first instances in the county, indeed further afield.

All these members, adults, juniors, men and women, require proper training facilities. Cricket is a highly skilled and technical sport that requires practice and training.

Our current 2 lane netting facility at the recreation ground is not fit for purpose for older juniors or adults. It is fine for juniors under the age of 10 with a softball, but certainly it is not fit for purpose with a real cricket ball.

We are also struggling with indoor training facilities, and whilst we continue to use Hailsham Community College, this is a continued challenge because the facility enjoys other sports bookings, and also because of the numbers of players we have now.

### **New facility**

The proposed 3 lane netting system provides many benefits.

It will be a leading facility in the area.

It can be used virtually all year round, including in wet conditions.

The facility will be ECB compliant.

It can be used by players of all standards, and allows for the run up requirements of a standard pace bowler.

The facility will have a lifetime that will exceed the playing careers of our current juniors.

We will have external hire opportunities for other cricket clubs.

### **Financing**

The cost from our chosen provider is £73,013.

The club has available funds currently of £49,037. We are applying to ECB for a grant of £10,000 (confirmed once planning approval in place).

We are therefore investigating opportunities for the remaining £13,978 that is required.



# **Hailsham Town FC redevelopment proposal**

## **Introduction to Hailsham Town FC**

Hailsham Town FC currently runs three senior football teams (First team, U23 development team and U18 team), which play in the Southern Combination Football League.

In addition, we recently established a Junior section with almost 100 young players registered and training on the Beaconsfield on Saturday mornings (and on the Western Road recreation ground in the winter). We have entered teams this season at U7, U9, U10 and U11 in the Crowborough and District Junior Football League (CDJFL), as well as offering an U6 training class (as they are too young to enter a team). The Club is very keen to develop Ladies football teams but will do so organically as the girls playing in the Junior section get older and can no longer play in mixed teams after age 16.

The Beaconsfield currently hosts matches for the Club's three senior teams, plus on alternate Saturdays for Welcroft Park Rangers FC, which play in the East Sussex League. Junior matches take place either on the main pitch (if the conditions are suitable) or on pitches specially marked out on the Western Road recreation ground.

The Club also hires the ground to local football clubs for their matches and hosts charity fundraising matches. In addition, the Beaconsfield hosts the CDJFL annual Cup finals and has hosted matches for Hailsham Community College.

The Club is constituted as a Community Amateur Sports Club and is a members' club

## **The proposal**

The current changing room facilities at the Beaconsfield are contained within the clubhouse, which was built over 20 years' ago, and which no longer meet the FA's Ground Grading requirements for our level (Step 6 Non-League Pyramid). The recent introduction of a junior football section also places the facilities under increasing strain, which constrains our ambitions to host Junior football tournaments.

In addition, the modular building that houses the old clubhouse (on the eastern side of the Beaconsfield) is delapidated and needs to be demolished before it collapses, with the risk of injuring a spectator or passer-by.

The Club therefore intends to demolish the old clubhouse and replace it with new changing rooms and spectator toilets. The Club would be very willing to discuss the feasibility of opening the latter to users of the Western Road recreation ground when not required by the Club and has drawn up plans accordingly that include access from outside the Beaconsfield.

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The new changing rooms would meet all the current (and anticipated future) FA Ground Grading requirements for the Club's current level and would permit the Club to be promoted back to the Southern Combination Premier League should the First Team's performance improve.

The new changing rooms would be in addition to those in the clubhouse, which would be retained to permit the Club flexibility to host football tournaments and charity competitions involving more than two teams. This would increase the availability of the Beaconsfield to the local community.

### **Project Plan**

The Club intends to phase the redevelopment over a period of three years, to enable us to raise money and sponsorship from the local community, individuals and local businesses. The work would be carried out 'out of season', during the summer months when no football is played, and the priority will be to demolish the old clubhouse and make the ground safe and secure.

The Club has engaged the services of a Sports Consultancy with experience of similar projects to help us with the planning process and to apply for grants. The Club intends to apply to the Football Foundation for the maximum grant (currently £70,000) for the redevelopment.

The estimated cost of the redevelopment is £260,000 – broken down below – and the Club would very much appreciate the financial assistance of the Town Council to help us achieve our ambition to improve the football facilities for the town of Hailsham and surrounding areas as well as reintroducing public toilets to the Western Road recreation ground.

### **Requests to Town Council**

1. Support for planning application when submitted
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4. Agreement to a 'shared maintenance' scheme for the public toilets.

### **ANNEX**

#### **Estimated redevelopment costings (subject to verification by a quantity surveyor)**

**Phase one** – Demolition and making site secure - £20,000 + VAT

**Phase two** – Provision of services and groundworks - £40,000 + VAT

**Phase three** - Construction - £150,000 + VAT

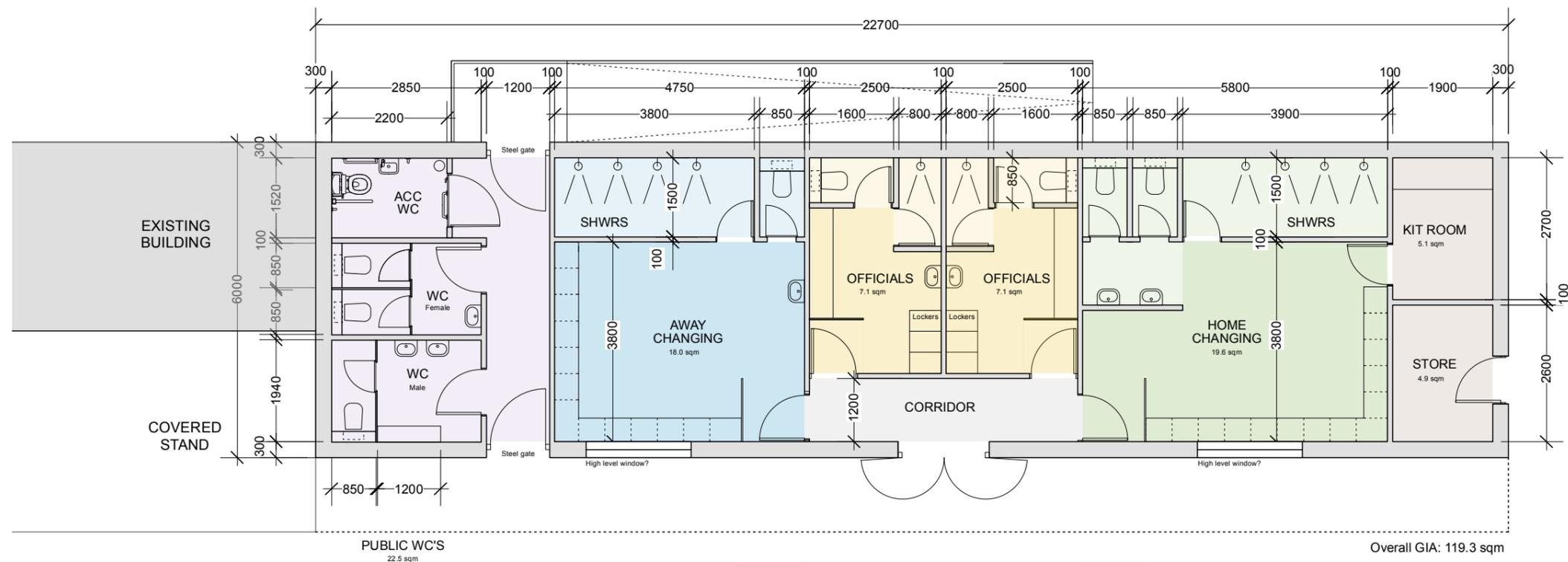
**Consultancy and planning fees etc** - £10,000 + VAT

**Total** - £220,000 + VAT (£264,000 inclusive)



0 1 2 5 10

Scale Bar (m)



GENERAL NOTES

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File Ref: 1161-Plans & Elevs-E2

Project  
The Beaconsfield  
Hailsham FC, Western Road

Drawing  
Proposed Plan

Scale  
1:100 @ A3

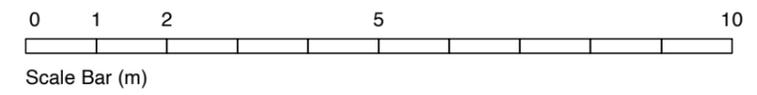
Date  
December 2021

Dwg Ref	Rev
1161-PR-01	P1

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← New pitched roof extends over existing building →



Proposed West (Pitch-facing) Elevation



Proposed East-facing Elevation



Proposed South-facing Elevation

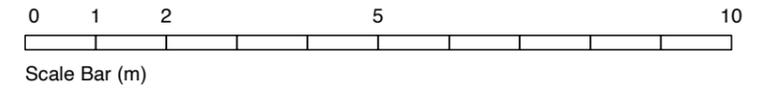


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Project The Beaconsfield Hailsham FC, Western Road		
Drawing Proposed Elevations	Date December 2021	
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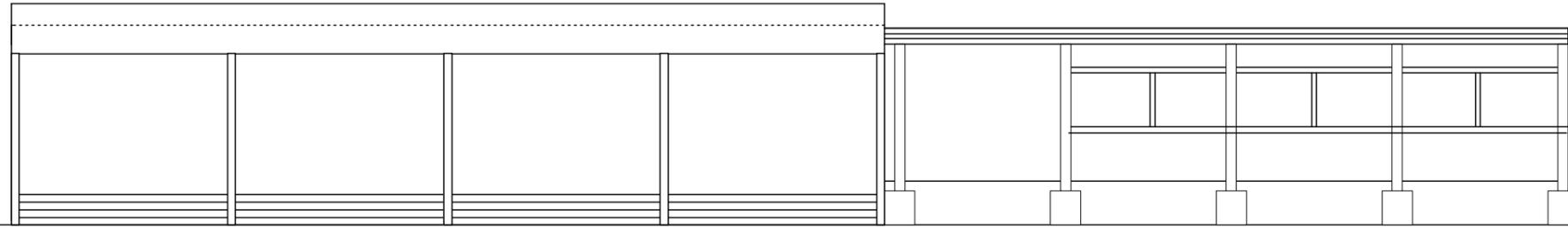
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Hailsham Town FC

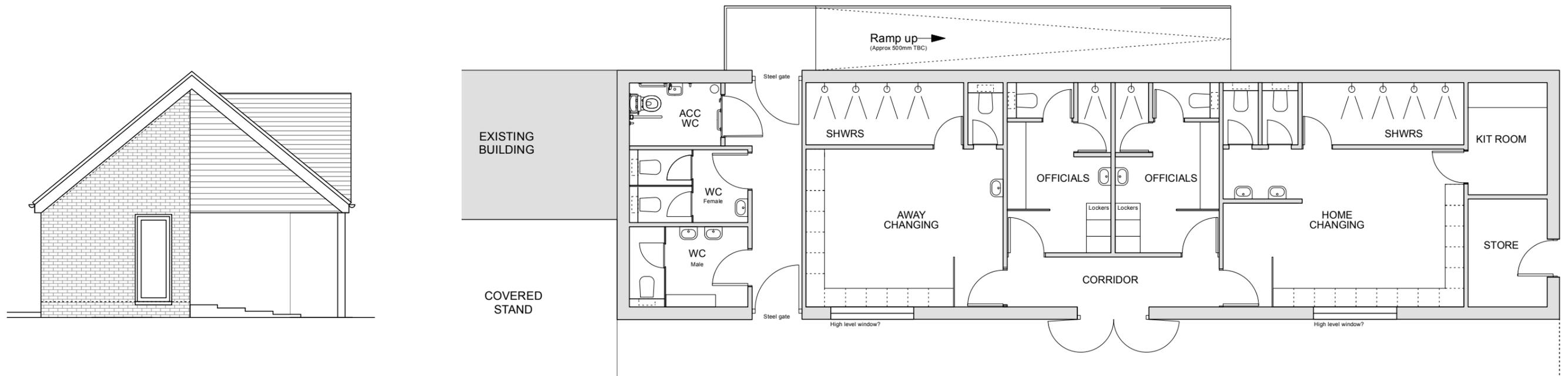
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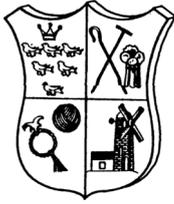


Existing (Pitch-facing) Elevation



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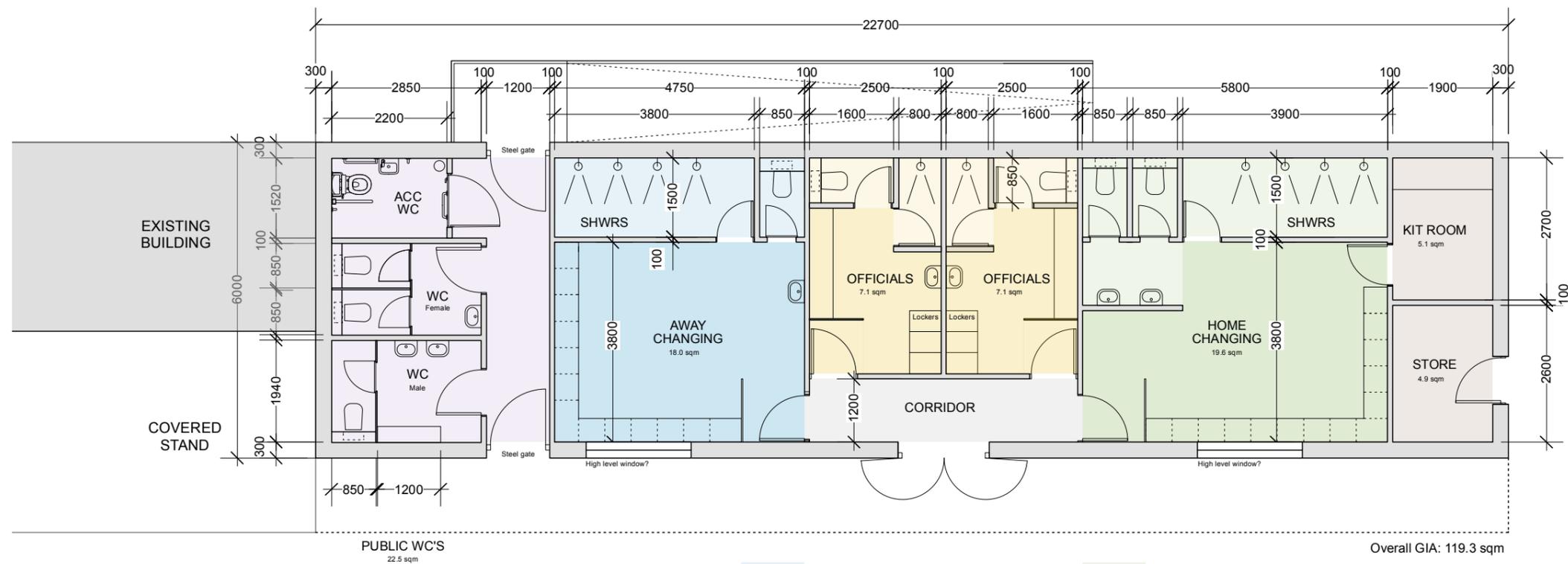
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**Total** - £220,000 + VAT (£264,000 inclusive)



0 1 2 5 10

Scale Bar (m)



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File Ref: 1161-Plans & Elevs-E2

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Hailsham FC, Western Road

Drawing  
Proposed Plan

Scale  
1:100 @ A3

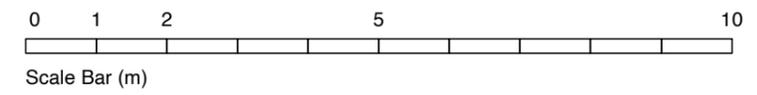
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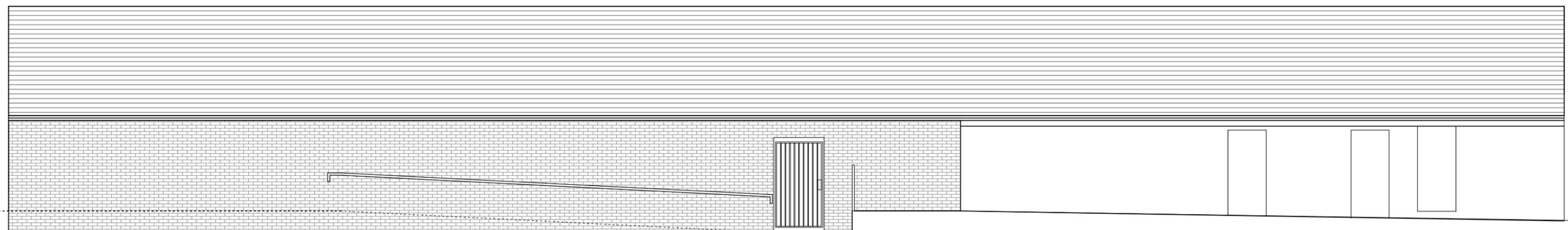
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← New pitched roof extends over existing building →



Proposed West (Pitch-facing) Elevation



Proposed East-facing Elevation



Proposed South-facing Elevation

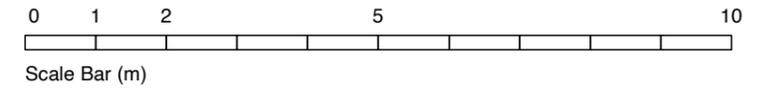


Proposed North-facing Elevation

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Drawing Proposed Elevations	Date December 2021	
Scale 1:100 @ A3	Dwg Ref 1097-PR-02	Rev P1

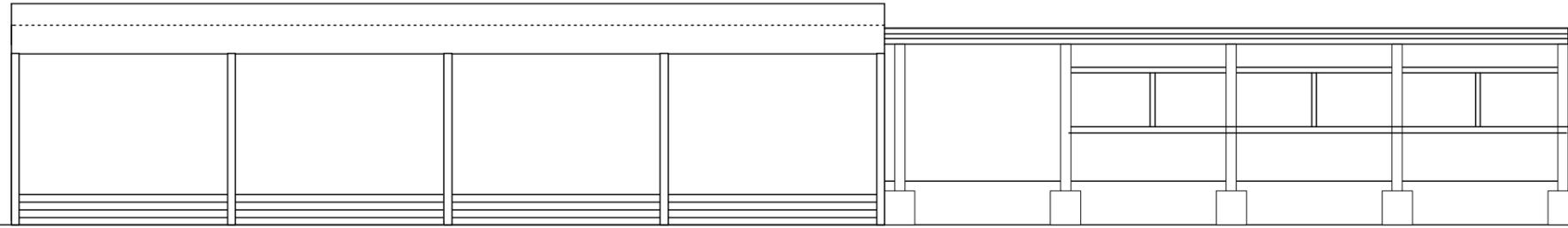
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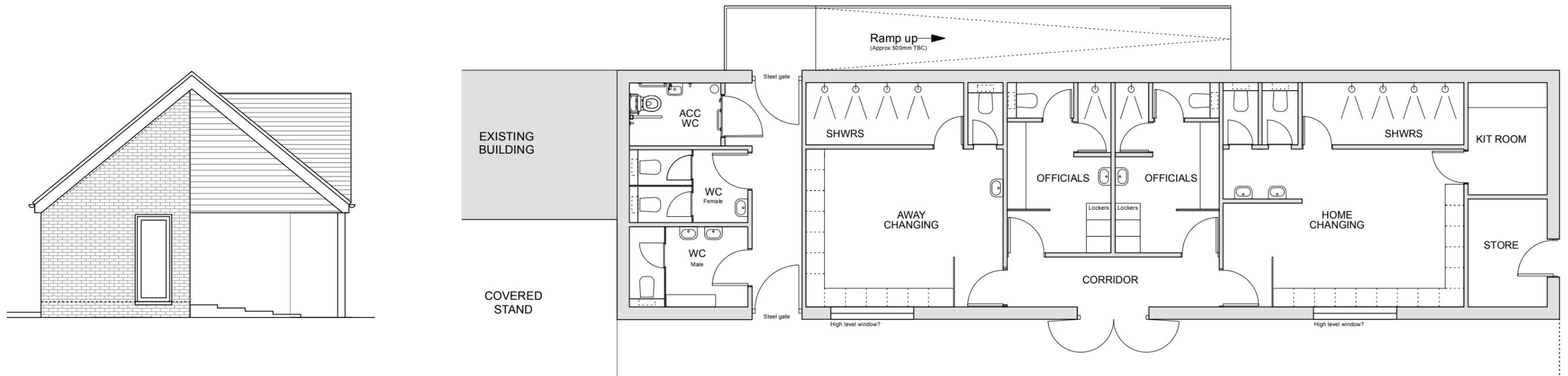
1161-SK21209



Existing (Pitch-facing) Elevation



Proposed (Pitch-facing) Elevation



**Report to:** Asset Management Committee

**Date:** 15<sup>th</sup> December 2021

**By:** John Harrison, Town Clerk

**Title of Report:** CHANGING PLACES

**PURPOSE:**

To consider placing the Changing Places Pod in the Western Road Recreation Ground

*(Cllr Laxton: Placing the changing places pod to Western Road rec next to cricket club by far entrance. All services are there in place. Cricket Club support this action as they run disability friendly cricket).*

**1. BACKGROUND**

**Previous Changing Spaces Resolutions**

**1.1 Hailsham Town Council 24.03.2021**

(Minute Ref. HTC 20/04/215.1)

The Town Clerk explained the background to this agenda item.

At its meeting on 25<sup>th</sup> September 2019 the following resolution was made:

*RESOLVED that Wealden District Council is approached to ascertain if it would allow Hailsham Town Council to put a Changing Places pod on Vicarage Field. If agreed, £100,000 is ringfenced from the Community Infrastructure Levy to meet the cost, including the transportation to another site in the future.*

*(Minute Ref HTC/20/2/171.1-171.3)*

On 29<sup>th</sup> January 2020, following discussions with Wealden District Council, the following resolution was made:

*RESOLVED that the changing spaces pod is deferred to financial year 2021/22, considering the district wide review to be undertaken by Wealden District Council.*

As agreed on 29<sup>th</sup> January 2020, Council was now to reconsider the suspended resolution.

Councillor Grocock stated that the Government had ruled that all future major developments a changing places facility must be included.

Councillor Granville said that Hailsham Town Council should not pay for a facility that would be for short-term use as Wealden District Council would be obliged to include this facility in its Hailsham Aspires project.

Councillors Laxton, Nicholls and Ricketts all spoke in favour of providing this facility as soon as possible saying that the needs of disabled people could not wait for Wealden District Council.

**RESOLVED** to delay this project for a further year 2022/23 to ascertain the plans of Wealden District Council.

This resolution was carried by 7 votes to 6.

### **1.2 Hailsham Town Council 25.09.2019**

The Town Clerk had received the following motion:

*Recognising that at the last meeting the Council rejected placing a Changing Places pod at the James West Centre, several councillors clearly felt that the location was wrong. I would like to suggest an alternative of using the site where the public toilets used to be (next to the current Hailsham Aspires shop), currently a cycle parking area. Should the Council approve the idea in principle, we would need to seek agreement from Wealden District Council, who currently hold the lease on this land.*

*Since the toilets were previously there, services should still be present underground. The pod would take up less than half of the site (a 4.6mx3.4m pod on a 11m x 5m site) which should mean some cycling parking could be retained.*

*The site is in the Town centre, close to disabled parking. Although the Town centre development is on the cards, it may not happen for some years and take several years longer to complete. As this is a pod it could later be relocated within the town centre development (which Wealden should fund as part of redevelopment) or used elsewhere if a permanent Changing Places facility is provided as part of redevelopment.*

*I therefore feel this is a reasonably sound investment in the longer term, providing a facility which one might reasonably expect in an aspiring town of 32,00 people, and growing.*

The motion was proposed by Councillor Powis and seconded by Councillor Ricketts.

In the absence of Councillor Powis, Councillor Ricketts spoke to the motion.

She said that at the last meeting on 17<sup>th</sup> July 2019, a similar motion was rejected; this motion called for the Changing Spaces pod to be in the town centre not at the James West Centre. Councillor Ricketts accepted that this would have been the wrong site to place a Changing Spaces pod as it was out of town and would not have had enough users.

**RESOLVED** that Wealden District Council is approached to ascertain if it would allow Hailsham Town Council to put a Changing Places pod on Vicarage Field. If agreed, £100,000 is ringfenced from the Community Infrastructure Levy to meet the cost, including the transportation to another site in the future.

*(Minute Ref HTC/20/2/171.1-171.3)*

### **1.3 Finance, Budget, Resources and Staffing Committee 08.01.2020**

FBR/19/5/53.7 Changing Spaces Pod: The committee discussed whether HTC can further delay installation to reduce the balancing costs of £6,500.00 to the next financial year (2021/2022). This is not rescinding a previous resolution as there was no indication of deadline.

53.8 The Town Clerk explained that there had been discussion with WDC regarding the Changing spaces pod, and whether they would part-fund the project in Hailsham, as both

parties were looking at placing a Changing space in the town centre. WDC has decided to undertake a district wide review for the need of these facilities, where and how best they can be delivered, assuming there is a need. They cannot commit any funding to the current project until the review has been undertaken and the areas that require the facility determined.

53.27 **RESOLVED** to recommend to council that the Changing spaces pod is deferred to financial year 2021/2022, considering the district wide review to be undertaken by Wealden District Council and the required revenue costs for cleaning and maintenance.

#### **1.4 Strategy Committee 20.01.2020**

31.10 The committee noted that the Changing Places facility was also earmarked for CIL funding. However, a recommendation to council from the Finance, Budget, Resources and Staffing Committee was to delay installation for a year:

Because of the financial situation the town council is in, caused by the WDC error in the tax base calculation, means that council will not have the running costs in the budget and because WDC are doing a review of changing places facilities in the town.

#### **1.5 Hailsham Town Council 29.01.2020**

HTC/20/4/223.5 **RESOLVED** that the changing spaces pod is deferred to financial year 2021/22, considering the district wide review to be undertaken by Wealden District Council.

## **2. CONSIDERATIONS**

Previous quote received to install the Changing Spaces Pod (as considered by HTC 25.09.2019):

Modular Changing Place Facility (Supply and Commission) £56,500.00 plus VAT

Modular Changing Place Facility (including groundworks) £69,500.00 plus vat  
This quote inclusive of:

- Modular changing places facility: 4m x3m as specified
- Changing Places training: half-day workshop delivered onsite
- Planning service: Submission and management of planning application (third-party fees charged in addition)
- Groundwork cost based on a 5 metre connection

It will be a legal requirement to advertise this contract on the Contract Finder website as per The Council's Financial Regulations and government procurement legislation and thus obtain more up to date quotes for the work.

It is assumed at this point that the informal permission gained from WDC to site the facility at Vicarage Filed, at the original site of public toilets, would still be granted.

#### **Costs for cleaning of Changing Spaces facility:**

Current costs for cleaning of public toilet at 2 North Street is £830pcm, therefore £9960.00 p/a (including supply of cleaning materials but not other materials). £13K currently in budget, but should be recalculated.

Additional on-costs of any specialist equipment/materials and maintenance required?