

## **ASSETS MANAGEMENT COMMITTEE**

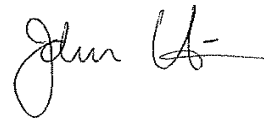
### **AGENDA**

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

**Wednesday 31<sup>st</sup> May 2023 at 7.00 p.m.**

1. **Election of Committee Chair**
2. **Public Forum**  
(No more than 15 Minutes)
3. **Election of Committee Vice Chair**
4. **Apologies for Absence**  
To receive apologies for absence of appointed members.
5. **Declarations of Interest**  
To receive notice of declarations of personal or prejudicial interests in respect of items on this agenda.
6. **Minutes of Previous Meeting – Assets Management Committee**  
  
6.1 To resolve that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 19<sup>th</sup> April 2023 may be confirmed as a correct record and signed by the Chairman.  
  
6.2 To receive an update about progress of resolutions from the last meeting of the Assets Management Committee on 19<sup>th</sup> April 2023
7. **Appointment of Cemetery Wardens**  
To consider the appointment of two members of the committee as Cemetery Wardens
8. **Post Office Sub-Committee**  
To consider the appointment of the Post Office Sub-Committee
9. **Western Road Recreation Ground**  
To consider a request from the Bonfire Society to hold a Fun Day event on Sunday 30<sup>th</sup> June 2024
10. **Tour of Sites**  
To agree a date for a tour of sites for Councillors

11. **Maurice Thornton Pavilion**  
To consider a request to make amendments to the pavilion building
12. **Carpenters Way Open Space**  
Update
13. **Confidential Business**  
To resolve that the press and public are excluded during the discussion on the next two items of the agenda (14 & 15) as they concern: The beginning of legal proceedings and the terms of tenders for contracts or negotiations (In accordance with the Council's Standing Orders No. 1E).
14. **2 North Street**  
To receive an update on the lease negotiations
15. **Outstanding Land Issues**  
To receive an update on outstanding and ongoing issues regarding council owned land



John Harrison  
Town Clerk  
23 May 2023

**Committee Membership**  
Councillors:

Anne Blake-Coggins  
Kelly-Marie Blundell  
Chris Bryant  
Nathalie Hayes  
Paul Holbrook  
Mary Laxton  
Colin Mitchell

**Substitute Members**  
Councillors:

Alexa Clarke  
Barbara Holbrook  
Steve Potts  
Doina Rusu

Report to	<b>Assets Management Committee</b>
Date	<b>31.05.2023</b>
By	<b>John Harrison, Town Clerk</b>
Title of Report	<b>Maurice Thornton Pavilion</b>

## **1. Purpose**

To consider a request to make amendments to the pavilion building.

## **2. Background**

### **Email received from Hailsham United Junior Football Club 24.05.2023:**

We have been offered the opportunity to apply for a new kitchen at the pavilion by a new partnership between howdens and the football foundation.

This would be amazing for us as you know, as we dont have the lease yet there are other routes we could go down.

Would the council be able to help with any of this please? I will attach a photo.

The football club have been advised that they will need to provide a detailed plan (not necessarily immediately in order to get the permission), but as we will need to know if they are planning to make the kitchen bigger.

Whether they are you planning to install the serving hatch at the same time as this may require planning permission, as they will be changing the appearance of the building and steps, or a ramp will be needed to access it.

We will also need to see proof of insurance from the companies you are planning for the installation.

The club have confirmed they will get back to me with this information, preferably before the committee meeting.

08:00



surveymonkey.co.uk

45. **Evidence of security of tenure in the form of a signed lease, licence or freehold title document.**

PDF, DOC, DOCX, PNG, JPG, JPEG, GIF file types only.

Choose File

No file chosen

46. **Landlord's consent to the works.**

PDF, DOC, DOCX, PNG, JPG, JPEG, GIF file types only.

Choose File

No file chosen

47. **Building and contents insurance.**

PDF, DOC, DOCX, PNG, JPG, JPEG, GIF file types only.

Choose File

No file chosen

Report to	<b>Assets Management Committee</b>
Date	<b>15.03.2023</b>
By	<b>John Harrison, Town Clerk</b>
Title of Report	<b>Carpenter's Way Open Space</b>

## **1. Purpose**

To receive an update on the Carpenters Way Public Open Space

## **2. Background**

In March 2021 the Assets Management Committee resolved to remove play equipment from the Carpenter's Way site and establish the land as a green public open space.

### **2.1 Assets management Committee 22.07.2020**

The Assets Management Committee originally considered a proposal for the Outdoor Works Team to remove the Play equipment from this site at its meeting on 22<sup>nd</sup> July 2022. The proposal was to leave the area as a Public Open space on the basis that the play equipment was in need of repair but was under-used. The committee agreed that a public consultation should be undertaken before a decision was made, with the results to be considered at a future meeting.

### **2.2 Assets Management Committee 21.10.2020**

The results of the consultation were considered at the Assets Management Committee meeting on 10/02/2022, with responses to the consultation as follows:

7 residents advised they do use the play area  
16 residents advised they do not use the play area  
18 residents preferred a green space in this location rather than a play area  
13 residents said no to a green space  
2 did not specify

It was agreed that further information and costings was required on both sites and this information to be brought back to the Committee for further discussion.

### **RESOLVED to:**

- i) *Produce a report to compare the two sites at Carpenters Way and Blacksmiths Copse, highlighting the similarities and differences of both sites and to show the level of play provision in that area*
- ii) *Produce costings for an amenity/green space option as well as a play area option with costings for relevant play equipment, for both sites*

### **2.3 Assets Management Committee 17.03.2021**

At the Assets Management Committee on 17.03.2021 the committee considered the options available for both pieces of land at carpenters Way and Blacksmiths COpse and eventually agreed to return them both the Public Open spaces.

***RESOLVED*** to pursue the works that need to be undertaken to both pieces of land to establish them both as green open spaces that encourage wildlife and to review the situation at a later date

Since then the land has gradually been improved. Photographs of the condition of the land when used as a playground can be seen in the attached consultation leaflet. Photographs below show the condition of the area as at 24.05.2023





### **3. Considerations**

A letter was received from a resident of Carpenters Way dated 09/05/2023, signed by 26 residents of the street, with requests to undertake further work on the area as below (see letter attached below).

HTC's suggested responses to each of the points requested in the letter are as below:

#### ***1. Level the ground so that when mown it does not result in uneven results***

The site has been checked and is currently relatively level – this will be checked on a continuous basis.

#### ***2. The removal of rubble and bricks that have been left from the 'topsoil' introduced to the site***

HTC Works Team members have attended the site and removed some small amounts of rubble/stones from the grassed area

#### ***3. The introduction of wild flower seeds to increase the biodiversity of the wild area***

The provision of a 'wildflower meadow' in the area has never been part of the original plans. Such a meadow does not grow with the simple introduction of wild flower seeds – as this requires careful cultivation and ensuring the soil is of the right type etc. This requires more care and attention than is necessary for this relatively small area of HTC owned land. The Council and residents will need to be aware that a wildflower meadow can only be mowed twice a year, so the area will look untidy with long grass and possibly no flowers.

However, this area is one suggested as potentially suitable for the Garden Guardians project, pending a response from the member of public who approached HTC about this suggested project.

#### ***4. Increase the number and diversity of tree species in the area***

Five more trees will be planted on the site, all of different species and it is also planned to plant some additional shrubs in various places including along the front edge. That will be a total of eight trees on the site and this work will be done over many months.

**5. *Monitor and manage the area in such a way that will increase the biodiversity of the wild area***

As above - However, this area is one suggested as potentially suitable for the Garden Guardians project, pending a response from the member of public who approached HTC about this suggested project.

**6. *The picket fences surrounding the parking area adjacent to No. 6 and No. 8 Carpenter's Way are replaced as they are in a poor state of repair.***

A laurel hedge will be planted along the side of the site, which will replace the old fence over time – as the hedge grows this will greatly improve the look of the site as the fence is removed.

**7. *Reinstate the fence at the front of the wild area, in order to prevent unwanted vehicles using the wild area.***

There are no plans to do this as the idea is to keep the site open. It is highly unlikely that unwanted vehicles would park on the site due to its small size. The additional planting on the site would make it inaccessible for 'unwanted vehicles'. Reinstatement of the fence would make it harder for the contractors who cut the grass to access it and this may increase the costs of mowing. A fence would also require a Field Gate to allow access for grass cutting machinery which would add to the cost and would look unsightly.

**8. *Landscape the area and bushes next adjoining No. 6 Carpenter's Way***

As above for Point 6.

**9. *A Dog Waste bin is provided and regularly emptied***

A new dual-use bin has been reinstated. HTC adopted a policy of replacing all bins solely for dog-waster with dual-use bins recently, due to the cost of disposal of dog waste.

**10. *Notices are out up to discourage dogs fouling in the wild area***

This will be done

**11. *The area is monitored on a quarterly basis to ensure it does not deteriorate again.***

All HTC owned public open spaces are once per fortnite. However checks on this site have been increased to once per week for the time being.

**4. Recommendation**

Committee is asked to approve this response to the residents of Carpenter's Way and this way forward for this public open space.

The HTC Works Team manager has recently visited the site and while there spoke to some of the residents concerned and they have indicated that they are generally happy with the plans as described above.

09/05/2023.

Dear Sir/Madam,

We undersigned residents of Carpenters Way wish to raise the following issues regarding the "wild area" in Carpenter's Way and its management.

It has taken nearly five years since the original questionnaire to get the site to its current state, this has followed constant chasing of the Town Council by several residents to get the work completed. We presumed that a wild area would be one that would attract pollinators and would therefore be biologically diverse and managed in such a way as to encourage this diversity.

What unfortunately has been created, is an area of uneven waste ground that contains broken bricks and very little diversity in terms of plant species. The area was mown by a sit-on mower, on Saturday 15th April 2023 during the pouring rain, leaving some areas scalped to the bare soil and others untouched, whilst leaving the mowing contents strewn up the road as it left the site. If we were paying for this service and the work that had been completed we would ask for a refund. But of course the residents are paying through their town council taxes!

At present the site is also being used as a dog latrine. Most dog owners are removing solid waste, but this is not the case for all owners, some of those that do, use the tree on the corner of the twitten between Carpenters Way and the Holt to create a faeces "Christmas Tree."

Therefore, we the undersigned residents of Carpenter's Way request that the following actions are carried out:

- ✓ 1. Level the ground so that when mown it does not result in uneven results.
- ✓ 2. The removal of rubble and bricks that have been left from the "topsoil" introduced to the site.
3. The introduction of wild flower seeds to increase biodiversity of the wild area. - *Never agreed - cont*
4. Increase the number and diversity of tree species in the wild area.
5. Monitor and manage the area in such a way that will increase the biodiversity of the wild area.
6. The picket fences surrounding the parking area adjacent to No 6 and No 8 Carpenters Way are replaced as they are in a poor state of repair.
7. Reinstate the fence at the front of the wild area, in order to prevent unwanted vehicles using the wild area.
8. Landscape the area and bushes next adjoining No 6 Carpenters Way.
9. A dog waste bin is provided and regularly emptied.
10. Notices are put up to discourage dogs fouling in the wild area.
11. The area is monitored on a quarterly basis to ensure that it is not allowed to deteriorate again.

We insist that these matters are raised at the first town council meeting after the May elections and that the decisions made at this meeting are communicated to the residents of Carpenters Way, no later than 7 days after the meeting informing us of what action(s) are going to be taken.

Yours faithfully,

*I. D. Newman*

Ian D Newman (Carpenters Way, Hailsham, East Sussex, BN27 3XD.)

(on behalf of the undersigned residents of Carpenters Way)

Cc Paul Holbrook (Town Mayor)

Cc John Harrison (Town Clerk)

Cc Cllr Karen Nicholls (Hailsham South)

Cc Anne Blake-Coggins (Hailsham South)

[illegible]



Do you or your family ever use the Play Area at Carpenter's Way?

Yes \_\_\_\_\_ No \_\_\_\_\_

Would you prefer the play area to be removed and replaced with an open green space?

Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have any other suggestions for an alternative use for that area?

Name: \_\_\_\_\_

Address: \_\_\_\_\_

#### Information usage, sharing & disclosure

Where you voluntarily choose to provide us with your personal details, the personal data you submit to Hailsham Town Council will be used exclusively for the purpose for which it was collected. Hailsham Town Council will not disclose your personally identifiable information to any third party. Hailsham Town Council has measures in place to ensure your personal data is secure and not accessible to any third party.