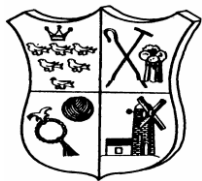


# HAILSHAM TOWN COUNCIL ASSETS MANAGEMENT COMMITTEE



MINUTES of the Assets Management Committee held in the Fleur de Lys Council Chambers, Market Square, Hailsham on Wednesday 20<sup>th</sup> September 2023 at 7.00 pm.

## AMC/23/4/59 Public Forum

P. Gibson of Hailsham News was present but did not wish to speak

P. Hobden (Common Pond Warden), P. Spires and I. Fairweather (Chair of Hailsham Football Club) were also present and spoke on the relevant agenda items

## 60 Committee members present

Councillors: A. Blake Coggins, C. Bryant, B. Holbrook (substituting for K. Blundell), P. Holbrook, M. Laxton (Chair), C. Mitchell

Officers in attendance: J. Harrison, K. Giddings

## 61 Apologies For Absence

Cllr K. Blundell

## 62 Declarations of Interest

Councillor P. Holbrook declared a personal interest in the agenda item for the Football Club and Common Pond as he is acquainted to both I. Fairweather and P. Spires

Councillor C. Bryant declared a personal interest in the agenda item for Maurice Thornton Playing Field as he was a member of the Scouts

## 63 Minutes of Previous Meeting

**RESOLVED** that the Minutes of the Meetings of the Assets Management Committee held on Wednesday 6<sup>th</sup> September 2023 may be confirmed as a correct record and signed by the Chairman.

## 64 Update

P. Holbrook asked about the skateboard signs which were due to be put up at Maurice Thornton Skateboard Park?

K. Giddings advised that the signs were currently being organised by the Works Manager, R. Gillett

## 65 Youth Service

A Joyes addressed the Committee in relation to his request to place a storage unit on the Maurice Thornton Playing Field site. He reported that the Youth Service will be investing

more equipment as the service grows and this storage unit will be used for this purpose. It was noted that planning permission will need to be applied for. The cost for the storage unit will be covered by the Youth Service

Members were in support of the proposal

65.1 **RESOLVED** to agree to the Youth Services request to place a storage unit on Maurice Thornton Playing Field site

66 **Football Club**

66.1 Mr I. Fairweather, Chair of Hailsham Football Club, addressed the Committee in relation to the Football Club's plans for a new clubhouse. The old clubhouse has now been demolished and will be replaced with new changing rooms. He advised that planning permission has been agreed for this and he is now considering quotations for the new changing rooms.

He further advised that the new changing rooms must meet the FA Standards. Part of the refurbishment includes toilets, which will be available to use when the Club is open. The Club are open to discussions in relation to making the toilets public and sharing the costs for cleaning and maintenance with the Town Council, as well as for events such as the Bonfire event.

M. Laxton asked I. Fairweather to consider a full changing places facility when the toilets are rebuilt.

66.2 Members noted that £70,000 of CIL has been ringfenced by Hailsham Town Council to match-fund the football club improvements.

It was further noted that the cost for the works may have increased and I. Fairweather advised he would return to a later meeting of the Assets Committee once he has received the quotations.

J. Harrison advised that any extra funding that is requested by the Football Club would need to be agreed firstly at the Assets Committee and then at Full Council.

Mr I. Fairweather left the meeting at 7.20pm

67 **Common Pond**

67.1 P. Hobden addressed the Committee in relation to the recent problem of dying fish in the Common Pond. He advised he had spoken to the Environment Agency about the toxic green algae that was in the Pond and that the recent rainfall has helped the problem, as it will put fresh water in the Pond. Members noted that the hot weather and lack of oxygen in the pond had contributed to the loss of fish, and this was a natural occurrence.

67.2 P. Spires advised he volunteers at a small local fishing club and has encountered similar problems in the ponds there. He suggested plants such as reeds and lilies are planted in the pond to help the problem. P. Hobden advised he had planted lilies in the past, but these are eaten by the geese.

The Committee noted that rotting food in the pond, left by members of the public feeding the ducks, increases the problem.

Members discussed various ways of dealing with the issues in the Pond such as draining the pond, removing the fish or aerating the pond, or building silt traps in the pond.

It was agreed that aerating the pond would only be necessary if there are fish in the Pond.

Members noted that the fish in the Pond could not be re-located from the Pond without undergoing a health check first.

It was agreed that both P. Hobden and P. Spires will meet at the Pond to consider various options, take oxygen readings, and then return to a later meeting to discuss further with the Committee.

67.3 **RESOLVED** that the Town Clerk contacts the Environment Agency to apply for a Section 30 Licence, to allow a health check to be undertaken and the fish to be removed from the Common Pond

P. Spires left the meeting at 8.00 pm

68 **Land at Gleneagles**

There had been a recent request by Knockhatch Adventure Park to place an advertising sign on land adjacent the Gleneagles Roundabout

J. Harrison reported that he had contacted East Sussex County Council Highways Transport Development Control regarding permission to erect the sign, and received a response advising that if the sign was put within the boundary of the public highway, it would not be permitted as only signs that conform to the regulations set out in the Traffic Signs, Regulations and General Directions 2002 are permitted.

To put the sign on private land would require planning permission from the District Council. Transport Development Control team would recommend that permission for the sign is refused on the grounds that it would cause a distraction and as presented, had misleading directional information.

P. Holbrook advised he will meet with Knockhatch and East Sussex County Council to discuss the matter further.

It was agreed that Knockhatch will need to apply for planning permission if they wish to proceed further with this matter.

69 **Bus Service Improvement Plan**

K. Giddings advised that the Town Council has been approached by East County Council in relation to the Bus Service Improvement Plan.

East Sussex County Council are undertaking major work to improve the bus stops at various locations in Hailsham and once these works have taken place, they are asking the Town Council to take on responsibility of the bus shelters.

The locations of the bus shelters are:

Church (South Road)  
Horsebridge Mill (Upper Horsebridge Road)  
Amberstone View (Hawkswood Road)  
Hawkswood Drive (Hawkswood Road)

Hailsham Community College (Battle Road)  
and High Street

Along with taking on the responsibility for maintenance and cleaning of the shelters, ESCC also asked if the Council would be able to contribute towards the costs of the new and improved shelters.

K. Giddings advised that there is £8500 available in the Town Council budget for bus shelters, which could be used for future maintenance, if the Council agreed to take the bus shelters on.

Members agreed they were in favour of the style of bus shelters with the bio-diversity roofs and M. Laxton suggested eco succulent roofing.

69.1 **RESOLVED** to recommend to Council to:

- i) Take on responsibility, cleaning and maintenance of the proposed bus shelters
- ii) Not to contribute to the initial cost of improving the bus shelters

P. Gibson left the meeting at 8.15 pm

## 70 **Grass Cutting**

Members agreed to the recommendation for the Town Council to commission six grass cuts

It was noted that this would need to go to tender and to Full Council for approval

70.1

**RESOLVED** to recommend to Full Council that the Town Council commissions six grass cuts in the year

## 71 **James West Community Hall**

C. Mitchell advised he had recently met with M. Cairn, the Deputy Town Clerk, R. Gillett, the Works Manager and R. Boxer, the Caretaker of the James West Hall, to discuss the building. C. Mitchell advised he was concerned that there is no scheduled maintenance plan of the building or schedule of costs for future works which will be needed.

He highlighted the internal decoration which needs updating and the two air conditioning units and boilers which will need to be replaced at some point in the near future.

71.1 **RESOLVED** for the following items to be drawn up by the Deputy Town Clerk and Works Manager:

- i) A schedule of Works and potential costs for work to the James West building, (internal and external)
- ii) A Maintenance Schedule
- iii) Lifetime Costs Schedule
- iv) Specification for internal decoration

## 72 **Sports Clubs Facilities**

It was agreed to set up a Working Party to discuss the proposed sports facilities. It was further agreed to hold the meetings in the daytime.

72.1 **RESOLVED** to set up a Working Party to discuss the proposed Sports Clubs Facilities at Land West of Station Road, with the following members:

C. Mitchell  
D. Chapman  
M. Laxton

A. Blake Coggins was noted as a possible addition on the Working Party

73 **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.

Maurice Thornton Playing Field  
Quinnell Drive Play Area  
Common Pond Pathways

74 **Maurice Thornton Playing Field**

74.1 J. Harrison advised that the Town Council had received and signed the new lease for the Maurice Thornton Playing Field. It has also been requested that a substantial part of the site is sub-let to Hailsham United Junior Football Club and Wealden DC have advised that this will go ahead once the main lease has been completed.

74.2 In June of this year the Assets Management Committee resolved to also sub-let a part of the site to a Scout Group, following the construction of a scout hut. However, Wealden Council had advised that the current lease does not allow for a new construction and therefore either a completely new lease would be required, or a Deed of Variation once the lease is in place. Members agreed it would be preferable not to request a new lease at the current time.

74.3 **RESOLVED** that:

- i) The current lease is signed
- ii) A Deed of Variation is organised afterwards, if necessary, for the Scout Hut

C. Bryant abstained from voting on the matter

75 **Quinnell Drive Play Area**

Members noted a quotation to replace the bark surface at the play area. It was agreed that two further quotations for the bark surface would be required

75.1 **RESOLVED** to recommend to Council to allocate funding for the bark surface at Quinnell Drive Play Area from CIL receipts

76 **Common Pond Pathways**

Members considered a further quotation for the Common Pond pathway.

Members queried whether 20mm or 30mm of overlay were required, as both had been quoted for.

A further quotation was also requested to be supplied by the Works Manager, R. Gillett for consideration at the next Full Council meeting

76.1 **RESOLVED** to recommend to Council

- i) to allocate up to £5000 for the work, (timber hedging only) to be taken from CIL funding
- ii) A second quotation to be supplied by the Works Manager

There being no further business the meeting closed at 8.50 pm

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