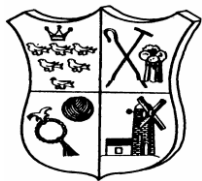


HAILSHAM TOWN COUNCIL

ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held in the Fleur de Lys Council Chambers, Market Square, Hailsham on Wednesday 25th October 2023 at 7.00 pm.

AMC/23/4xx/
77

Public Forum

R. Wilkinson from Hailsham Cricket Club, P. Hobden (Common Pond Warden) and P. Gibson from Hailsham News were present

P. Hobden updated members on the investigations undertaken regarding the water quality of the Common Pond. He advised he had met with P. Spires and they had run some oxygen tests. He reported that the ammonia readings in the Pond are very high, probably due to the large number of geese in the area

P. Hobden asked if an oxygen tester could be purchased for use at the Pond

J. Harrison advised he has contacted various companies who specialise in the removal of fish and is waiting on responses from them. P. Hobden reported that no further fish have died in the Pond.

78

Committee members present

Councillors: A. Blake Coggins, K. Blundell (Deputy Chair), C. Bryant, N. Hayes, P. Holbrook, M. Laxton (Chair), C. Mitchell

Other Councillors present: D. Chapman and S. Potts

Officers in attendance: J. Harrison, K. Giddings, M. Webber, T. Hall

79

Apologies For Absence:

None were received

80

Declarations of Interest

Councillor C. Bryant and D. Chapman declared personal interests in the agenda item for Grovelands Barn, as they are members of the Bonfire Society

81

Minutes of Previous Meeting

To resolve that the Minutes of the Meetings of the Assets Management Committee held on Wednesday 20th September 2023 may be confirmed as a correct record and signed by the Chairman.

82

Update on previous meeting

- The proposals for the grass cutting contract will be on the agenda for the next Full

Council meeting

- The Deputy Town Clerk and Works Manager are organising the Schedule of Works for the James West Community Hall
- The Sports Club Working Group is due to be set up shortly
- A second quotation for the Common Pond pathways has been requested from the Works Manager and will be taken to the next Full Council meeting

83

Hailsham Cricket Club

At the Assets Committee meeting in June 2023, it was agreed that from the summer of 2025 onwards, the last Saturdays in June, July and August would be set aside for community events on Western Road Recreation Ground, as well as the last 3 Sundays of these months. The Cricket Club would therefore not be able to use the ground on these days.

R. Wilkinson addressed the Committee, requesting that the agreement to hold events on these Saturday is withdrawn, due to the problems this would create for the Cricket Club. He advised he was not however against events held on a Sunday, on the site.

R. Wilkinson explained the disruption that losing 3 Saturdays would cause to the Cricket Club. He advised the Club would have to pay to use another ground and may be penalised for not being able to hold a cricket match on these days.

He further advised that the Lease signed between the Cricket Club and the Town Council states that the Cricket Club must be allowed to use the ground every Saturday during the cricket season.

R. Wilkinson left the meeting at 7.25 pm

J. Harrison advised he would look over the Lease and this item will be brought back to the Assets Committee meeting in November.

84

Notice Boards and signs

T. Hall requested the purchase of additional external noticeboards to be funded from CII receipts and additional informational signage for installation on Town Council-maintained land, to promote relevant information on Town Council facilities, services and contact information, these to be funded by addition to the budget for 24/25.

The suggested locations for five new noticeboards were Western Road Recreation Ground, Maurice Thornton Playing Field, Common Pond, Hailsham County Park and the James West Centre.

A further request was for the Council to purchase a digital noticeboard for display in reception at the Town Council offices.

No motion was proposed to provide the additional noticeboards.

Members considered whether CIL funds could be used to purchase the information signs and it was agreed that this would be revisited at a future meeting when that information had been received.

85

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.

Stock Photography

86

Stock Photography

Members were asked to consider tenders for the provision of photographic services for a new set of high-resolution stock photos of the Town Council's land/properties and other assets (ground-based), in addition to some aerial images for selected key assets images of the town centre.

Members discussed the quotations received and agreed to award the contract to P. Gibson

It was requested T. Hall contact P. Gibson to obtain 100 – 120 different photographs, with a mixture of drone photographs, taken at different times of the year.

RESOLVED to:

- 86.1
- i) award the stock photography contract to P. Gibson at a cost of £1350 plus VAT to be factored into the budget for 2024/2025
 - ii) 100-120 photographs to be taken at different times of the year, including some drone photographs

T. Hall left the meeting at 8.00 pm

87

Budget

M. Webber addressed the Committee in relation to the Assets Committee budget for 2024/2025

Members were advised there is a current shortfall of £54,000 in the budget.

The Committee noted there will be an increase in pitch fees, hire fees and allotments fees in 2024 (October 2025 for allotments)

Members noted the budget figures in the report. M. Webber advised she would attend the November Assets Committee meeting in November will a further update on the budget.

The Committee thanked M. Webber for her update.

M. Webber left the meeting at 8.15 pm

88

Stroma Gardens Play Area

The Committee discussed the allocation of two extra pieces of play equipment in the area for older children

It was noted that residents should be informed if a play area is due to be shut for work to be carried out in it

RESOLVED that:

The Works Manager meets with Councillors D. Chapman, G. White and A. Ricketts to discuss the proposals and agree the two extra pieces of play equipment at Stroma Gardens Play Area

89

Bus Service Improvement Plan

Members discussed the details of the proposed bus shelters

The Committee are in favour of a "mobility shelter" in the High Street, but not at the Tesco bus shelter

Much discussion ensued and it was suggested the Tesco shelter remain but be enhanced, with an eco roof and plastic bench seating to replace the wooden seating

Eco roofs were requested on all the proposed shelters, bench seating in all, to be made out of glass, "ends" on the shelters where possible, stainless steel or aluminium frames, solar panels on all

89.1

RESOLVED to propose the following for the bus shelters:

- i) A mobility hub does not replace the Tesco bus shelter but that the current shelter is enhanced with an eco roof
- ii) Bench seating in all shelters with a tactile arm
- iii) A mobility hub is placed in the High Street
- iv) Solar panels on all shelters
- v) End panels where possible on all shelters
- vi) Stainless steel or aluminium frames
- vii) Toughened glass panels

90

Town Council Offices

Members noted that the work to be carried out to the electrics at the Town Council offices can be taken from CIL funding

RESOLVED to recommend to Council to allocate up to £60,000 from CIL funding to carry out the electrical works to the Town council building

91

Grovelands Barn

Members discussed the new agreement with the Town Council and Bonfire Society

It was suggested that the Bonfire Society could give a small contribution to the electricity costs each year and this was agreed (figure to be agreed)

The agreement was accepted with the removal of point 3 shown in red in the report :

HTC agrees to:

1. Maintain the wider site to a safe level and to alert the society to any risks that arise.
2. Maintain clear access to the long barn.
3. When accessing the long barn, inform HBS if any of their equipment is hindering access.

point 3 above in red was changed to:

"HTC will inform HBS when they have accessed the long barn "

91.1 **RESOLVED** to agree to the agreement with the changes in place to point 3 of the agreement

Councillors C. Bryant and D. Chapman abstained from voting on the matter

92 **Hailsham Country Park**

Members noted a request from Headstart School to purchase a season ticket to use the Country Park Lake for a maximum of 4 pupils, supervised by 1 or 2 adults.

Members were advised that the adults are experienced anglers with rod licences and the pupils are covered by a Worthy Cause Fishing Licence

The request was to use the Lake once every half term, during Spring/Summer/Autumn

Members were in favour of supporting the request and agreed no charge would be made for the season tickets

92.1 **RESOLVED** to:

- i) agree to the request for Headstart School to fish at the Country Park Lake once every half term
- ii) to waive the fee for the season tickets

93 **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.

Survey of Council Assets

94 **Survey of Council Assets**

J. Harrison advised he is still waiting on the quotation and will bring a detailed proposal to the next meeting in November

It was agreed to place this item back on the agenda for the Assets Committee meeting in November

There being no further business the meeting closed at 9.10 pm