



**HAILSHAM TOWN COUNCIL**  
**STRATEGY COMMITTEE**

**MINUTES**

of the meeting of the Strategy Committee,  
held at the Fleur-De-Lys Council Chamber, Market Street, Hailsham  
On Monday 15<sup>th</sup> January 2024 at 7.00 p.m.

- StC/23/4/2 **Public Forum**  
4 None presented
- 25 **Present:** Cllrs; G. Blake-Coggins, C. Bryant, P. Holbrook (Chair), C. Mitchell, K. Nicholls and A-M Ricketts.
- 26 **Officers Present:** J. Harrison (Town Clerk)
- 27 **Apologies For Absence:** received and accepted from Cllrs K-M Blundell, A. Clarke and M. Laxton
- 28 **Declarations of Interest:**  
None given
- 29 **Confirmation of Minutes**  
Cllr K. Nicholls pointed out that there was an incomplete sentence in the minute Ref 21, to be removed.
- RESOLVED** to accept the Minutes of the meeting of the Strategy Committee held on the 9<sup>th</sup> October 2023, as amended, as a correct record and that they are signed by the Chairman.
- 30 **Progress Against the Town Council's Strategic Plan**
- 30.1 Cllr G Blake-Coggins asked for an update regarding the establishment of a Banking Hub in the Post Office. Mr J. Harrison advised the committee that a meeting had been held with a representative from Post Office Ltd. The presentation had explained that Banking Hubs do not run 'out of' Post office branches but are usually in separate buildings. The presentation then looked at an enhanced banking service for the existing service and that is HTC wanted to arrange for staff from banks to attend the Post office that would be something for us to arrange separately.
- 30.2 Cllr P. Holbrook advised he had heard that alternative arrangements were being made for a Banking Hub in the town and that he had been informed that HTC had 'refused to run a banking hub from the post office' which is not the case.
- 30.3 The committee considered the report by exception.  
John Harrison highlighted and the committee discussed the following:
- Stroma Gardens: The Works Manager, D. Chapman and A. Ricketts met to discuss installing further play equipment at Stroma Gardens Play Area. R. Gillett is currently liaising with play equipment suppliers and is looking to install a double swing for children up to 12 years and a hopscotch area on a tarmac base. Stroma Gardens to be discussed at future AMC meeting.
- 30.4 Bicycle Repair Café – meeting was held to discuss possible use of CIL as a joint project, which WDC were very positive about.

- 30.5 Maurice Thornton Field – now have completed lease from WDC. Have now instructed solicitor to progress with sub-lease. HTC have been advised need to prepare it ourselves.
- 30.6 Changing Places – HTC have appointed a contractor. Had meeting with them and WDC officers last week. Need to issue Purchase Order. Planning permission is not required as can be done under permitted development rights as confirmed by WDC. Are going to get Certificate of Lawful Development. Should be installed in approx. 14 weeks from now. Also need to have agreed the lease for peppercorn rent for the land. Will be a regular update on the Assets Management committee agenda.
- 30.7 Football Club – Hailsham Town FC had previously attended an Assets Management Committee meeting, but have not yet confirmed what additional funds may be needed for the project to rebuild the clubhouse and buildings. They have expanded plans to include Changing Places toilet.
- 30.8 James West Community Centre Land (Brunel Drive) – has been a large amount of activity from WDC who have written to the developer requesting \$106 amount to be paid. So it is now up to the developer to come back to HTC and WDC. WDC will then have to issue an indemnity agreement for HTC to agree to, setting out uses for the commuted sum,
- 30.9 MASHH meeting 18/10/2023 confirmed project has been handed over to new contractor (Balfour Beatty). This was cause of some delays. Advised detailed design work will take 10 months, expected Summer of 2024. Land transfer to be completed 'well before' then - ESCC will instruct solicitors to enact.
- 30.10 Youth Service: Throughout October and November sessions continued as usual and throughout November into December numbers increased quite significantly. Unfortunately, due to safety aspects relating to the 1 Market Square site, the Cafe was closed on the 6th December and has been unable to open again since then. The Youth Cafe reached 1028 Young People in this period.
- 30.11 Hellingly Youth Hub continues to attract significant numbers to the sessions, particularly to the earlier session with 304 Young people attending the earlier session throughout this quarter, despite closing for 3 weeks over Christmas. The older group has a consistent core group attending with 54 visits through this quarter.
- 30.12 Friday Night project has run weekly through October and November and, following a Christmas party on December 15th will resume on the first Friday in January. Activities in this quarter have included Knockhatch, Laserquest, Pottery painting and Ski-ing / Ringoes. Young people continue to enjoy the sessions, some sell out very quickly and many new young people have started attending. FNP has been accessed by over 143 young people during this quarter.
- 30.13 Expanding the Youth Service: Monday Youth Hub sessions at the James West Community Centre take place from 6.15pm to 7.30pm for school years 6, 7, 8 and 7.45pm to 9pm for school years 9, 10 and 11.

At the Monday Youth Hub, we have planned sessions each week including crafts, cooking, and other activities, with sessions for school years 6-8 getting valuable feedback from young people and parents.

These Quarters activities include: Icing biscuits, making ornaments, Making Christmas cards, Hamma Beads, Origami, and other activities

Currently, attendance for this quarter remains steady with 145 young people in the school years 6 to 8 bracket. Years 9,10 and 11 is being attended by 101, which represents a significant increase.

30.14 Alternative Venues for the Youth Service: During this quarter a site was identified and proposal presented to council. It was agreed that an offer be submitted and the purchase process be started, including survey reports and legal advice regarding the use of CIL money to pay for the purchase.

Currently the survey report and quotations from tradespersons are being reviewed and a decision will need to be made regarding the progression of the purchase and program of works on this building.

31 **Confidential Business**

**RESOLVED** that the press and public are excluded during the discussion on the next item of the agenda as they concern employment issues and the terms of tenders and proposals and counter proposals in negotiation for contracts, or are otherwise confidential information to go into confidential business.

32 **Progress against the Town Council's Strategic (Confidential Items)**

The Committee noted ongoing issues highlighted regarding ongoing projects on this part of the strategic plan. The last meeting had been held on 10<sup>th</sup> November. The next meeting scheduled for 26<sup>th</sup> January with the consultant who was being engaged to help facilitate the project.

33 **Maintenance Plan**

The revised maintenance plan would be commissioned in the new financial year via the contract to hire a surveyor to assess the HTC main buildings and assets. Cost of surveying the new building is not in the original quote, but is currently being surveyed as part of the purchase process. Need to check the original quote to see what assets are listed in the brief.

The committee received and noted an update on progress against the Maintenance Plan.

34 **Update of the Council's Strategic Plan**

34.1 It was noted that The Town Clerk had contacted three companies for quotes to hold 'workshops' to re-write the Town Council's Strategic Plan. One company had provided a detailed methodology on how they would achieve this, including holding a Saturday workshop in order to maximise participation.

34.2 It was agreed that April was the ideal time for this work as it would coincide with the new council year and new staffing structure. Agreed that this would be on the agenda for HTC meeting the following week.

34.3 The committee discussed whether taking on new assets would mean some aspects of the existing plan would need to be removed. This should be dealt with as part of the 'visioning day' process in re-writing the council's plan.

35 There being no other business, the meeting closed at 7.53pm

CHAIRMAN