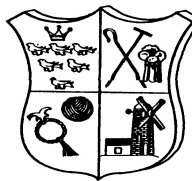


# HAILSHAM TOWN COUNCIL ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held in the Fleur de Lys Council Chambers, Market Square, Hailsham on Wednesday 26<sup>th</sup> June 2024 at 7.00 pm.

AMC/24/1/1

## **Public Forum**

Mr T. Mullineux addressed the Committee in respect of the Common Pond. He expressed concern at the high number of geese at the Pond and the geese waste which is now all over the new pathway. He asked whether it would be possible to find an alternative site for the geese?

Mr P. Turner of Hailsham Football Club spoke to the Committee about the left over grass cuttings after the ground is mowed at Western Road and advised of pricings to have the grass cuttings picked up. He stated that the ground was slit at the Recreation Ground at the wrong time this year and advised this could cause some health and safety issues.

A representative of Hailsham Town Football Club updated the Committee on the new changing rooms and advised that the spectator toilets could be used for the public if an agreement can be reached with the Council. She also stated that the Football Club are not allowed to train on Western Road Recreation Ground from May to October due to the restrictions imposed by the Cricket Club and asked for this to be looked into.

J. Harrison advised he would look into the lease between the Cricket Club and the Town Council.

## 2. **Committee members present**

Councillors: A Blake Coggins, C. Bryant, A. Clarke (Chair), D. Chapman, P. Holbrook, M. Laxton (Vice Chair), C. Mitchell, G. White

Other Councillors in attendance: B. Holbrook

Officers in attendance: J. Harrison, K. Giddings

## 3. **Apologies For Absence:**

None were received

## 4. **Declarations of Interest**

None were received

## 5. **Minutes of Previous Meeting**

Resolved that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 24<sup>th</sup> April 2024 may be confirmed as a correct record and signed by the Chairman.

6. **Update**

- K. Giddings confirmed that Wealden Council had been contacted to request funding for low level lighting at the proposed sports facility at Station Road. A positive reply had been received from Wealden Council so this was in hand
- Members noted the request to film at the Cemetery had been agreed. Members were advised that a donation has been offered for the filming.
- A contingency fund for the electrical works at the Town Council offices had been agreed at Full Council
- J. Harrison advised he will contact the Scouts regarding their request for a location for a Scout Hut and invite them to a future meeting

7. **Common Pond**

Members discussed the issue of the excessive geese waste at the Common Pond. It was noted that the geese waste now covers the new pathway and health concerns were raised over this.

R. Gillett was asked to look into options for cleaning the pathway and to obtain quotations for this.

K. Giddings reported that the Common Pond Warden, Phil Hobden, would be applying for a licence from Natural England, to look into ways to keep the geese population under control. K. Giddings advised that if P. Hobden was successful in obtaining a licence he would approach the Committee regarding suggestions to control the geese population and any action proposed would need to be agreed by the Council.

Members discussed options to tackle the overpopulation of the geese and it was agreed to put signs up at the site asking the public not to feed the geese, to establish whether this will help the situation. It was agreed to place the signs in the actual Pond to prevent vandalism to the signs.

7.1 **RESOLVED** to purchase signs asking the public not to feed the geese at the Common Pond, to be placed in the Common Pond

8. **Fixed Assets Register**

The Committee noted the Fixed Assets Register

9. **Reserves/ Community Infrastructure Levy**

Members noted the Reserves/CIL funding

10. **Memorandum of Understanding**

Members discussed the Memorandum and queried the following points:

- Point 7.6 – As the Town Council put up the planters, the cost of overtime for staff incurred to do this work should come out of the Environment Hailsham funds
- Point 11.2 – Environment Hailsham do not pay towards the water bill but should now be charged for water
- The area of land adjacent Cameron Close should be added into the agreement

**RESOLVED** that the Chair, J. Harrison, J. Crittenden and P. Holbrook meet with representatives of Environment Hailsham to discuss the Memorandum

11. **Hailsham Country Park**

K. Giddings read out a letter from a member of the public who was concerned at the anti social behaviour that has occurred at the Country Park, including animal cruelty and fishing out of season.

K. Giddings advised that the Police have been informed of the incidents and the Police have advised that they have increased their patrols of the site, it has been flagged to their Rural Crime Team to ask for support, and the Police's District Engagement Officer has also sent out messages on social media to highlight the issues.

K. Giddings further advised that the Water Bailiffs at the Park have been informed and have been dealing with some of the issues. The new notice boards due to be installed at the site will have information stating the fishing season times, where to purchase a fishing ticket or season ticket, and a notice will also be in place advising the public to call the Police immediately if they witness any anti social behaviour.

Members discussed placing CCTV at the site and agreed this would be too costly to install.

It was agreed that the Communications Officer, T. Hall, will organise a press release advising members of the public to contact the police if they witness any anti-social behaviour on the site.

12. **Urban Grass Contract**

Members discussed the current grass cutting.

R. Gillett advised that there had been some difficulty with the grass cutting after "No Mow May" as the grass was very long and difficult to cut. He advised he would speak to the Contractor to try and resolve the issues.

J. Harrison stated he would circulate to the Committee a PDF of the maps highlighting the areas that are cut.

P. Gibson left the meeting at 8.00 pm

13. **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.

14. **Cemetery Toilets**

Members discussed the proposals to refurbish the current toilet at the Cemetery.

R. Gillett advised that a large amount of the work required would be "in house". A new shower will be installed for the staff and the area surrounding the toilet will be landscaped and new fencing will be erected.

C. Mitchell requested R. Gillett obtain a quotation for a composite door and requested the proposed taps in the quotation are re-looked at.

Members were in favour of refurbishing the Cemetery toilets.

- 14.1 **RESOLVED** to recommend to Council to allocate up to £35,000 from CIL funding for the refurbishment work to the Cemetery

15. **Maurice Thornton Playing Field**

J. Harrison advised that there is Section 106 Funding available for drainage to the site and that the permission for a new vehicle access on the site needs to be re-visited.

Members noted the Lease is currently with Hailsham United's Solicitors

Members agreed that a meeting with the local Sports Clubs and representatives from the Town Council needs to be arranged to discuss various issues raised between the Clubs

- 15.1 **RESOLVED** that the Chair and Vice Chair of the Assets Committee meet with the Sports Clubs to discuss the various issues

16. **Grave Digger**

Members discussed the vacancy for a grave digger. It was agreed to offer the position to the sole applicant

- 16.1 **RESOLVED** to offer the Grave Digging position on a year's contract, to be reviewed after one year

17. **Changing Places Toilet**

Members discussed the work to be carried out to supply water to the toilets.

The Committee requested Hailsham Roadways explore the three trenches to determine where the cable lies. It can then be decided whether a hand dig or machine dig is needed.

The Committee noted that it is unknown who owns the pathway where the dig is due to take place. J. Harrison stated he will contact the Land Registry for a detailed search to try and locate the owner of the path

Members agreed that if the owner of the land cannot be located, the work to the trenches will still be undertaken.

- 17.1 **RESOLVED** that:

- i) Hailsham Roadways are requested to explore the three trenches to determine where the cable lies
- ii) Once the correct trench is identified, to discuss whether a hand dig or machine dig is required
- iii) J. Harrison to obtain a detailed search from the Land Registry to try and locate the owner of the pathway
- iv) If the owner of the pathway cannot be identified, the work to still be undertaken

18. **Street Lighting**

J. Harrison reported that there is a £30,000 shortfall in the funding required for the necessary repairs to the street lights

Members discussed the funding and the contract for the street lights and it was agreed to continue looking into other contractors for street lighting.

18.1 **RESOLVED** to recommend to Council to allocate up to £40,000, to be taken from CIL funding, to carry out the repairs to the street lights

19. **Electrical Work**

Members noted that fire safety work will need to be carried out to the doors in the Council offices. It was further noted that there are English Heritage requirements that need to be adhered to within the work to the building.

R. Gillett advised he is undertaking further research on these requirements and will have a further update at the next meeting in July.

20. **CCTV**

J. Harrison advised that it has been confirmed the Town Council will only need to be Data Processors rather than Data Controllers, in respect of managing the CCTV on Council sites.

Members noted the Town Council will need to sign the agreement for this.

It was agreed to sign the agreement subject to no change to the Town Council's Public Liability Insurance. J. Harrison was asked to look into this, to confirm there will be no changes.

20.1 **RESOLVED** that the Town Council signs the CCTV agreement, subject to no changes needed to the Town Council's Public Liability Insurance

There being no further business the meeting closed at 9.00 pm

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