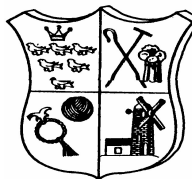


HAILSHAM TOWN COUNCIL ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held in the Hailsham Civic and Community Hall on Wednesday 17th September 2025 at 7.00 pm.

AMC/25/2
/21

Public Forum

County Councillor Murphy addressed the meeting in respect of the graffiti project. He had met with the local police inspector and had been trying to arrange a meeting with BT Openreach. The boards were available to be put up on London Road.

He thanked Hailsham Town Council staff for their assistance in the Percy Burton memorial service.

The manager of the Hailsham Boxing Club spoke. The Club was interested again in using Grovelands Barn when their current lease expires at the end of February 2026.

Mr P. Turner thanked Hailsham Town Council for providing the drainage at Western Road Recreation Ground.

The tenant of the Cemetery Lodge asked that the Committee reconsiders the decision to increase his rent by £100 per month. He had dealt with a number of issues in both the lodge and more widely, the cemetery. He said he had spent a considerable amount of money upgrading the property.

22

Committee Members Present

Councillors: C. Bryant, B. Carpenter, M. Laxton (Chair) C. Mitchell, A. M. Ricketts (substituting for A. Blake-Coggins and G. White).

Officers in attendance: J. Harrison (Town Clerk), T. Lee (Operations Manager) and D. Saxby.

Also in attendance for part of the meeting: Councillor P. Holbrook and County Councillor S. Murphy.

23

Apologies For Absence:

Apologies for absence had been received from Councillor A. Blake-Coggins.

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Declarations of Interest

Councillor Bryant declared an interest in the agenda item relating to the Hailsham Boxing Club, as his sister is a member of the Club.

Councillor Ricketts declared in interest on the agenda item on Cemetery Lodge Rent as she is a good friend of the tenant.

25 **Minutes of Previous Meeting**

RESOLVED that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 16th July 2025 be confirmed as a correct record and signed by the Chairman.

26 **Update on Current Projects**

Maurice Thornton Playing Field – The crossover gate had been installed.

Inglenook – The front of the building had been painted.

Southview Building – The painting would be starting soon.

Harold Avenue Allotments – The gate will be installed soon.

Changing Spaces – The toilets were operating again.

Staffing – The James West Manager and Groundsman had been recruiting and had started work.

Tenders – A number were ongoing.

27 **Hailsham Youth Service**

The Youth Coordinator, Mr A. Joyes said that he was negotiating the use of the upper hall in the Station with a pre-school group in the mornings.

Figures showed that there had been a 18,000 usage rate in the last year.

Councillor White said that the Brownies would soon not be able to use the Emanuel Church, so would be looking for a new home.

Councillor Mitchell said that there was still no signed Service Level Agreement since May and that there had been no financial reporting. The CIC had been operational for over a year.

28 **Infrastructure Funding**

The Chair said the A22 connectivity project was withdrawn as it was proceeding through the Neighbourhood Plan. The projects going forward to Wealden District Council were:

Work to Union Corner Hall – Additional work to the windows had been identified.

Hailsham Boxing Club (subject to the Boxing Club supplying details of their financial situation).

The Station – The Youth Service Manager was to put forward a bid for the installation of a mezzanine floor

The committee also noted that Hailsham United Junior Football Club would be applying for SIF funding for the Maurice Thornton pavilion project, to enhance the entrance and disabled access to the pavilion.

The Committee **RESOLVED** to approve Hailsham United Junior Football Club application for funding to the Wealden District Council SIF Fund for this project and that HTC would match fund 20% of the project.

Graffiti in Hailsham

29.1 Members were asked to consider two projects.

Mr Lee reported a meeting that he had attended with representatives of Wealden District, East Sussex County Council, Sussex Police and others to discuss the partnership that had been working in Lewes to remove graffiti in the town.

The plan was to remove graffiti from most places, but to leave it in acceptable and controlled places.

A QP Code system had been introduced by Hailsham Town Council which linked to a reporting system on the website.

It was proposed that Hailsham Town Council purchase a specialist vehicle (Trafalgar City Washer) for £55,000, which included staff training.

29.2 **RESOLVED** that the Trafalgar City Cleaner is put forward as a CLIF project and that the £11,000 difference is recommended to Council to be paid from CIL receipts.

29.3 Councillor Laxton had produced a report on graffiti in the town which included areas for artists to produce their art.

29.4 **RESOLVED** to recommend to Council that £20,000 from CIL money is made available for this graffiti project.

Hailsham Boxing Club

30.1 The Chair reminded members that the manager of the Hailsham Boxing Club had said that the Club was interested in using Grovelands Barn. Before this would be done, a full survey of the building was needed.

30.2 **RESOLVED** that the Operations Manager obtains a structural inspection within a budget of up to £5,000; and that the Boxing Club was to provide details of what they wanted along with as much financial information as they had. The money for this to come from the professional fees budget.

Pet Cemetery

31.1 Councillor Ricketts said that she and her fellow Cemetery Warden, Councillor A. Blake-Coggins were in favour of the proposal to have a pet cemetery.

The Chair referred members to the report distributed with the agenda and the draft interment form.

31.2 **RESOLVED** to proceed with the pet cemetery and to recommend to Council that up

to £1,500 be taken from CIL to initially fund the project.

Public Toilet

32.1 The Operations Manager proposed altering the opening times of the public toilet.

32.2 **RESOLVED** to alter the opening times of the public toilets as follows:
Monday to Saturday 8.00am to 4.00pm
Sunday 10.00am to 4.00pm

32.3 Councillor Carpenter requested that his opposition to the resolution be recorded.

Welbury Farm Land

33.1 **RESOLVED** to hold a meeting with ward councillors, Mr Lee, Mr R. Gillett, the James West Centre Manager and Councillor Laxton on 2nd October at 10.00am.

33.2 Councillor requested that his abstention from voting be recorded.

Streetlight on Eastwell Place

34.1 Members discussed the report circulated with the agenda. There was very limited lighting in Eastwell Place.

A quote had been received for a solar light activated by movement at one end of Eastwell Place, near the Grenadier Public House.

34.2 **RESOLVED** to recommend to Council to use £3,500 from CIL money to install a solar light in Eastwell Place, subject to talking to the necessary agencies.

34.3 Councillor Carpenter abstained from voting and left the meeting at 9.00pm.

Contracts Register and Fixed Assets Register

The Town Clerk said that this was an on-going issue due to the absence of the Responsible Finance Officer.

Cemetery Wardens

36.1 Councillor Ricketts said that she and Councillor A Blake-Coggins were in the process of arranging a meeting at Hailsham Cemetery.

36.2 **RESOLVED** that Councillor Ricketts liaise with the Burials Officer to arrange a date for the visit to the cemetery.

Assets Management Committee Budget

37.1 Councillor Bryant said that he had received comments from members of staff who were concerned that the water cooler had been withdrawn to make savings.

The Chair said that the Tree Budget had been cut and put into general reserves.

37.2 **RESOLVED** to recommend to Council that the Tree Budget of £15.000 be reinstated forthwith.

Bus Shelter – A271 Upper Horsebridge Road

38.1 Councillors were asked to consider replacing the bus shelter on the Upper Horsebridge Road.

38.2 **RESOLVED** that Mr Lee was to check that East Sussex County would pay for the replacement before making a decision on the replacement bus shelter.

39 **Confidential Business**

RESOLVED that the press and public are excluded during the discussion on the next items on the agenda (19-23) as they concern: the terms of tenders for contracts or negotiations or matters that are otherwise not in the public interest (in accordance with the Council's Standing Orders No. 1E).

Cleaning Contract

40.1 Councillor Mitchell said 18 companies had submitted tenders for the contract. This had been a major piece of work, and he congratulated the Operations and Facilities Manager, Mr T. Lee on his work on this project.

40.2 **RESOLVED** to award the cleaning contract to Gentis for £38,532 per year subject to agreement on the hours.

The Chair thanked Councillor Mitchell and Mr Lee for their work.

Cemetery Lodge – Rent Review

41.1 The Chair reminded members of the tenant's contribution to the meeting during the Public Forum.

41.2 **RESOLVED** to uphold the original decision on the Cemetery Lodge rent and to write to the tenant advising them of this decision.

41.3 Councillor Ricketts abstained from voting.

One Market Square

42.1 Councillor Mitchell said that a meeting with Mrs N. Ghani to discuss the requirements of the Foodbank was to be set up.

42.2 **RESOLVED** that Hailsham Town Council undertakes the necessary repairs immediately and to initiate the due rent.

43 **Devolution Agenda**

RESOLVED to keep this as a standing agenda item.

Hive Events Stage

- 44.1 Councillor Mitchell spoke to his report that had been circulated with the agenda. A Hive events stage was for sale for £14,000. This could be used, initially, for Council events, such as the Hailsham Run and other community events.
- 44.2 **RESOLVED** to recommend to Council that £14,000 be used from CIL money to purchase The Hive events stage, but not to pursue hiring it to other organisations at this stage.

There being no further business the meeting closed at 9.53pm.

Global/Minutes & Agendas/Assets Management

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