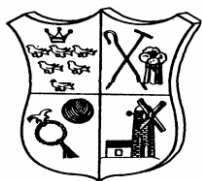


HAILSHAM TOWN COUNCIL ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held in the Fleur de Lys Meeting Room, Inglenook, Market Street, Hailsham on Wednesday 17th December 2025 at 7.00 pm.

AMC/25/3
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Public Forum

A member of the public said that it was Councillor Mitchell that said that it was only an agreement in principle was needed, not Councillor Bryant in minute 54.1 of the last meeting. He also raised issues relating to the Western Road Recreation Ground.

66

Committee Members Present

Councillors: C. Bryant, B. Carpenter, D. Chapman (substituting for Councillor M. Laxton), C. Mitchell, A. Blake-Coggins and G. White (Chair of meeting).

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

67

Apologies For Absence:

Apologies for absence were given and accepted from Councillor M. Laxton.

68

Declarations of Interest

Councillor Bryant declared an interest in the agenda items relating to the Bonfire Society/Beacon and Hailsham Boxing Club.

Councillor Carpenter declared an interest in the agenda item on the James West Centre.

Minutes of Previous Meeting

69.1

Councillor Carpenter said that he left the meeting on 19th November after agenda item 54.2.

69.2

RESOLVED that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 19th November 2025, as amended, be confirmed as a correct record and signed by the Chairman.

Update on Current Projects and Resolutions

Mr Lee reported the following:

1. Trafalgar city washer application for CLIF funding complete and is with WDC for processing.
2. Western Road beacon meeting not happened yet.
3. Bridge Orchard Park, planning stage
4. Street light Eastwell Place, installation about end of January, parts on order

O&F Updates

1. 1 Market Square should be completed before Christmas.
2. Cemetery waiting room internal completed. (still waiting for UK power networks to make mains cable safe so we can finish the facias)
3. Grounds Maintenance tender at the award stage
4. The Station works awaiting structural engineer and budget confirmation
5. Union corner application work underway. Quotes received
6. Condition report works ongoing.
7. Common Pond pathways Quoting stage.
8. Staff appraisals underway.
9. Replacement vehicles are starting to arrive.
10. Updating procurement processes and methods to comply with new procurement act 2023, new scoring matrix devised.
11. Strategic plan - introduced a CAFM/compliance management programme to implement the digital transformation, this covers everything in the Facilities and asset management strategic plan that was submitted at the strategic committee meeting on 20th October. Construction has started and audits are being built and actioned.

Finance Report

Copies of the latest Finance Report had been circulated with the agenda.

RESOLVED to note the Finance Report

Western Road Recreation Ground Condition

Councillor Bryant said that he had investigated the Cricket Club's lease and

confirmed that Hailsham Town Council was not responsible to damage to the outfield.

Councillor Carpenter proposed that the Western Road Recreation Ground Sub-Committee should meet six times a year and that representatives of Hailsham Town Football Club, Hailsham United Football Club, Hailsham Tennis Club, Hailsham Cricket Club, the Stoolball Clun and the Bonfire Society meet with Hailsham Town Council members and officers. The members were to be Councillors Carpenter and Chapman.

Councillor Mitchell said that any decisions reached by this Sub-Committee needed to be ratified by the Assets Management Committee.

72.2 **RESOLVED** that the Western Road Recreation Ground Sub-Committee should meet six times a year and that representatives of Hailsham Town Football Club, Hailsham United Football Club, Hailsham Tennis Club, Hailsham Cricket Club, the Stoolball Clun and the Bonfire Society meet with Hailsham Town Council members and officers. The members were to be Councillors Carpenter and Chapman. The Sub-Committee should report to the Assets Management Committee.

The vote in favour was unanimous.

Discussion took place on the use of the football pitches on Saturday matchdays, as when they were very wet they got churned up.

72.3 **RESOLVED** that Mr Gillett inspects the pitches on a Friday and decides if the Saturday matches can go-ahead.

The vote in favour was unanimous.

Policies

73.1 **Playground Inspections**

The Playground Inspections Policy was circulated with the agenda.

73.2 **RESOLVED** to adopt the Playground Inspections Policy .

The vote in favour was unanimous.

74.1 **Environmental Polies**

The Environment Policy was circulated with the agenda.

74.2 **RESOLVED** to adopt the Environment Policy.

The vote in favour was unanimous.

75 **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).

Grovelands Barn

76.1 Councillor Bryant spoke on behalf of the sub-group who had a site meeting with the Boxing Club. He said that this project was potentially suitable for CLIF funding and that the 20% needed was achievable. The Council would need to find alternative premises for storage. The sub-committee had agreed to recommend that Grovelands Barn be used as the venue for the Boxing Club.

Councillor Mitchell read out an email that Councillor Laxton. She was of the opinion that Grovelands Barn was not fit for the Boxing Club. Councillor Mitchell agreed with this saying that he was supportive of the Boxing Club, the Barn was the wrong venue.

Members discussed the letter provided by Oakleaf Homes which estimated the cost of converting the barn for use by the Boxing Club. Mr Lee thought that the actual cost would be considerably more, as the estimated work did not include a lot of work that needed to be undertaken.

The covenant on the land stipulated that it should only be used for access purposes.

76.2 **RESOLVED** to defer this agenda item until the next meeting to allow the Sub-group to meet again to discuss the possibility of the Boxing Club to apply to the Council for a grant and to build this into the budget setting process; and to put the use of Groveland Barn on the agenda of the next Assets Management Committee meeting to discuss the covenant.

This resolution was carried unanimously.

Councillor Carpenter left the meeting.

Bonfire Society

77.1 Councillor Bryant apologised that the Chairman of the Bonfire Society was unable to attend the meeting.

77.2 **RESOLVED** that all the dates and times requested by the Bonfire Society to use the Western Road Recreation Ground with the addition that the morning of 16th October 2026 is included.

Councillors Bryant, Mitchell, A. Blake-Coggins and White voted in favour.

Councillors Carpenter and Chapman abstained from voting.

Councillor Carpenter rejoined the meeting,

Pump Track

78.1 Councillor Chapman declared an interest. Councillor Carpenter declared an interest and said he would not participate in the debate of vote.

The officer's report had been circulated with the agenda.

At the previous meeting, officers had been asked to look for suitable locations for the pump track. Three locations were identified: Th Maurice Thornton Playing Field; The Country Park and land around the James West Centre.

The pros and cons of each site were discussed.

78.2 **RESOLVED** to approach Hellingly Parish Council to ascertain if they would be willing to make this a joint project.

Councillors Bryant, Mitchell, A. Blake-Coggins, Chapman and White voted in favour.

Councillor Carpenter abstained from voting.

CCTV

79.1 Further information had been provided as requested at the last meeting.

A full report had been circulated with the agenda.

79.2 **RESOLVED** to recommend to Council that £9057.25 is allocated from CIL money for the replacement of 3 public facing locations in High Street near the bus stop, South Road Car Park and South Road.

The vote on this was unanimous.

Quinnell Drive Play Park

80.1 Mr Gillett addressed the meeting and said he would like the £14,000 that was taken out of the budget for the fencing work to the Quinnell Drive Play Park reinstated to enable the necessary work to be undertaken.

80.2 **RESOLVED** to recommend to Council that £14,000 be reinstated to the fencing budget and to allocate £28,000 from CIL to undertake the fencing work at Quinnell Drive Play Park.

This resolution was carried unanimously.

81 **Beaconsfield Football**

RESOLVED to note that Hailsham Town Football Club had applied for planning permission for Beaconsfield and to support it in principle subject to the reinstatement of the ground and a meeting with the Football Club in the New Year.

The vote in favour was unanimous.

There being no further business the meeting closed at 8.59pm.

Global/Minutes & Agendas/Assets Management

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