

HAILSHAM TOWN COUNCIL
STRATEGY COMMITTEE

MINUTES

of the meeting of the Strategy Committee,
held at the Fleur-De-Lys Meeting Room, Market Street, Hailsham
On Monday 20th October 2025 at 7.00 p.m.

- StC/25/04/
13 **Public Forum**
None presented
- 14 **Present:** Cllrs; C. Bryant (Chair), P. Holbrook, M. Laxton, C. Mitchell, K. Nicholls, A-M Ricketts, G. White
- 15 **Officers Present:** J. Harrison (Town Clerk), T. Lee (Operations and Facilities Manager)
- 16 **Apologies For Absence:** received and accepted from Cllrs K-M Blundell-Smith and D. Chapman.
- 17 **Declarations of Interest:**
None given
- 18 **Confirmation of Minutes**
RESOLVED to accept the Minutes of the meeting of the Strategy Committee held on Monday the 28th July 2025 as a correct record and that they are signed by the Chairman.
- 19 **Progress Against the Strategic Plan**
J. Harrison and T. Lee addressed key areas by exception:
- 19.1 The Voluntary and Community groups Forum is still meeting on a monthly basis. Hailsham Forward had been given notice of HTC not offering administrative support
- 19.2 Hailsham Street Market; trialling at the HTC yard, attendance has been sporadic. Cllr Ricketts advised that she had spoken to traders who had a variety of ideas of what would work. T. Lee would be taking over the running of the markets after Christmas. It was suggested that a meeting with the traders would be useful after Christmas. The trial has been extended until the new year at the last full council with delegation to the Communities Committee to decide on dates in the Spring.
- The committee considered what a successful market looked like and how that can be measured and also when the council should consider stopping running the market. The Communities committee should determine that in the new year. Comparisons could be made with other local and successful markets.
- 19.3 **Assets Management** – play areas and CIL projects:
Battle Road fence improvements planned for late 25/early 26.
Connectivity Project ongoing – agreed at last full council.

Stoney Lane project had been removed.
Bicycle Repair café was now being implemented by WDC.
Tree Maintenance budget has now been reinstated.
James West Community Centre – adotion of the land is in progress.
Ersham Road Triangle – East Sussex had plans to start thee work on the roundabout in September 2026.
New Works Vehicles – will not be electric, but existing vehicles are out of contract.

19.4 Youth Service

Overall message is that numbers are steadily increasing, the station is attracting more people, Running sessions five days per week.

Andy Joyes did attend a Communities Committee and give a verbal report on progress, although a written report will continue to be required as well.

The Manse is being used for child counselling services – the committee would like more data on usage, finances etc. Regular hirers have now been secured for the Free Church – A nursery school plus also an arrangement with a home education group.

19.5 Corporate Services

Resident's surgery has been launched – started on 21st August, 3.00-6.30pm at HTC, every six weeks on a drop-in basis. Alternative locations will be considered to maximise attendance.

Appraisal policy has been agreed so appraisals for all staff will be arranged. Town Clerk's appraisal to be arranged.

Communication and Marketing – council is keen to reinvigorate this aspect. A communication Strategy has not been formally adopted and launched.

19.6 Hailsham Post Office

No further progress to report on the permanent location of the Banking Hub.

Some additional storage has been located in the premise next door to lessen the stress during the very busy pre-Christmas period.

19.7 Neighbourhood Plan Process

Telephone meeting with WDC is organised for two weeks. Regulation 14 consultation is imminent.

Finances are in place for the rest of the project.

19.8 Movement and Access Strategy

A meeting was overdue for the end of the year/new year - to be arranged.

20. **Confidential Business**

RESOLVED that the press and public are excluded during the discussion on the next item of the agenda as it concerns 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.

21. Closer Working group – a meeting has not been held for over a year and therefore should be arranged to discuss the devolution agenda. Joint working contracts are in place. The group has never been formally closed.

Closer working on the cemeteries should still be pursued.

22. **Maintenance Plan**

HTC Operations and Facilities Manager, T. Lee, was still working on a more detailed maintenance plan and putting figures together to bring to finance with future projected costings.

A meeting has been arranged to prioritise the assets management maintenance workload.

There are a lot of compliance and maintenance issues that need to be addressed. Locum RFO is working on producing five year run-offs from the budget which will help HTC understand the impact of what it does and aid with risk management.

23. Strategic Plan

The Town Clerk had presented the plan as it had been drafted so far.

Post Office targets and Youth Service targets require more detail and there is still a fair amount of work to do on the plan.

At the Visioning Day the council had agreed to clarify its legal representation and seek a form of framework agreement

24 There being no other business, the meeting closed at 8.05pm

CHAIRMAN