

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 April 2026 at 7.00 p.m.

- StC/25/07/ **Public Forum**
44 None presented
- 45 **Present:** Cllrs; C. Bryant (Chair), D. Chapman, P. Holbrook, C. Mitchell, K. Nicholls, A. M. Ricketts, G. White
- 46 **Officers Present:** J. Harrison (Town Clerk), K. Giddings (Corporate Services Manager)
- 47 **Apologies For Absence:** received and accepted from Cllr M. Laxton
- 48 **Declarations of Interest:**
None given
- 49 **Confirmation of Minutes**
RESOLVED unanimously to accept the Minutes of the meeting of the Strategy Committee held on Monday the 16th March 2026 as a correct record and that they are signed by the Chairman.
- 50 **Maintenance Plan**

The Committee noted the Maintenance Plan provided to show work undertaken for 2025-2026.

C. Mitchell advised the Committee requires a Maintenance Plan showing the list of future work to be undertaken, that has been booked in.
- 51 **Confidential Business**

Resolved that the next agenda items are conducted under confidential business as they concern: engagement, terms of service and the beginning of legal proceedings - in accordance with the Council's Standing Order No 1E.

Proposer P. Holbrook, Seconder C. Mitchell
- 52 **Strategic Plan Updates and Changes**

Members agreed the re-formatted layout is a good step forward in making the Plan more user friendly and the new format is easier to understand.

C. Mitchell noted that some updates agreed at the last meeting had not been included in the current version of the Plan.

The following changes were agreed:

- The points omitted from the last meeting will be added in to the Plan
- The strategic targets in the Youth Service should be separate and put in its own section
- The Plan needs to include a sentence stating that CIC meetings are required for the Post Office and the Youth Service

Front Page

Change to “May” 2026 to “May” 2030

At the beginning of the Plan

Add a statement at the beginning of the Plan: “any improvements or reductions are measured from May 2026”

Definitions Panel

It was agreed to include a definitions panel, to align with the Council quarter year

Q1 – May, June, July

Q2 – August, September, October

Q3 – November, December, January

Q4 – February, March, April

CS1

To add in as a target: “ To maximise treasury management terms and report annually”

CS1 - Performance Measures

“PO” should be changed to “Purchase Order”

Point 4– take out “target to be set” and change to “to cover the cost of the role” (to be reviewed 2026)

CS3

Add in as a target: “Explore new and modern social media forms”

Post Office

CS4

In the target box, put: “self-sustaining” instead of “profitable”

CS2 – Performance Measures

point 1 - add in “created and reviewed in a timely manner”

point 5 – put a space between “needs” and “percentage”

point 8 – add in “local Council Award Scheme”

CS3 – Performance Measures

At "Communications Plan developed" add in "by end of 2026"

CS4 – Performance Measures

Add in : "CIC meets as legally required"

Correct typo "woks" to "works"

Remove "break even" and change to "becomes self sustaining"

Remove the dash and in change to "with"

Take out the second duplicated point "low staff turnover"

Youth Service

Put the Youth Service into its own section, with each bullet point becoming a box

Youth Service - Performance Measures

In "by directions determined" take out "determined"

Take out "regularly" and change to "quarterly"

Remove the sentence "increased awareness of services"

AF1

Members noted that timelines need to be added into this section and requested the Operations Manager to insert timelines here

AF1 - Performance measures

Point 2 – add in the word "and updated" so it reads "implemented and updated"

Point 4 – take out "each"

Add in the following points:

All leases reviewed, all market rents and included utilities values formally identified,
Hailsham Town Council repair costs evaluated
"Hidden" grants for included rents, utilities and repairs calculated and confirmed
Leases brought to commercial values, hidden grant awarded to remain cost neutral
Grant reviews annually through grants process

Events, Committees and Partnership Working

ECPWO1

Change to "Events/Street Markets"

ECPWO2

Put Farmers Market first and then add in "Community Group Forum" in the same sentence

Point 7 – "annual" is duplicated so remove

Events, Committees and Partnership Working - Performance Measures

Remove the duplications

Under member attendance – change "events" to "organisations"

BEP01

“Review of Town Council-maintained public open spaces and children’s play areas” should be under “Assets” move this to **AF1**

Add in as an objective: “to receive reports from Cemetery Wardens” add in “twice yearly”

Add in the Governance Section

BEP02

Change to: “delivery, maintenance, and use of Neighbourhood Plan”

Add in objective : “to use the Neighbourhood Plan in planning comments”

BEP03

Under “Liaising with developers” add in “to maintain service provision” and “to try and secure assets for the community”

Burials, Environment and Planning – Performance Measures

Point 3: Change “minimum” to “minimal”

Point 6: “Adoption of new Plan” – change to “Neighbourhood Plan”

Point 9: Add to sentence “Meetings with developers” add in “as required”

CIL List

Add in the following as “delivered” :

- The Station and Manse
- Pet Cemetery
- Cemetery Toilets
- Public Toilets
- Common Pond Pathway

Add in another title for a “Section 106 list” and add in “Welbury Farm”

Add in “The Council to develop a CIL list to be delivered”

53 **RESOLVED** that all the amendments agreed and noted will be updated to the Strategic Plan and the Plan to be presented at the Town Council’s Annual Town Meeting on Wednesday 13th May 2026

Proposer C. Bryant, Seconder C. Mitchell

All voted in favour

There being no other business, the meeting closed at 9.30 pm