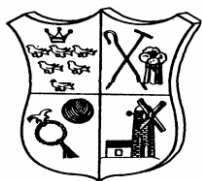


# HAILSHAM TOWN COUNCIL ASSETS MANAGEMENT COMMITTEE



REPORT (Minutes) of the Assets Management Committee held in the Hailsham Civic and Community Hall on Wednesday 19<sup>th</sup> November 2025 at 7.00 pm.

AMC/25/3  
/45

## **Public Forum**

A representative of the Bonfire Society spoke about the proposal for a beacon on Western Road Recreation Ground.

Mr P. Turner said that the drainage at Western Road Recreation Ground was working well. He talked about issues that related to the football clubs

Mr H. Chadwick said that there was great support for the Bonfire Society, however, he had a number of concerns with the location of the hard stand on Western Road Recreation Ground and its potential effect on the cricket and football teams.

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## **Committee Members Present**

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

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

Also in attendance were Councillors D. Chapman and A-M. Ricketts and Mr A. Joyes (Youth Service Manager).

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## **Apologies For Absence:**

No apologies for absence were given.

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## **Declarations of Interest**

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

Councillor Blake-Coggins declared an interest in the agenda item on the Youth Club as she is a member of the CIC.

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

49.1

## **Minutes of Previous Meeting**

Councillor Mitchell said that minute 33.2 should read “Councillor Carpenter proposed.”

49.2 **RESOLVED** that the Minutes of the Meeting of the Assets Management Committee held on Wednesday 17<sup>th</sup> September 2025 as amended be confirmed as a correct record and signed by the Chairman.

50 **Update on Current Projects and Resolutions**

Mr Lee reported the following:

Trafalgar City washer – Application for CLIF funding underway

Grovelands Barn – Structural survey completed

Pet Cemetery – to commence in April 2026

Public Toilets – Opening times changed and vandalism reduced

Welbury Farm – Sub-group has met twice and a quote of £3,750 for the consultation received

Cemetery Wardens’ visit – To be arranged

Tree Budget – Has been restored

Bus Shelter in Upper Horsebridge – Will be considered in the next round of ESCC funding

Cleaning Contract – Has been awarded to Gentis

Cemetery Lodge – New rent is now in place

1 Market Square – Refurbishment is now underway

HIVE stage – Vehicle has been purchased for £11,750

**Finance Report**

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

Mr Lee stated that there would be an introduction of seasonal staff working in the cemetery.

Councillor Mitchell stated that Appendix A was for information only and welcomed the way the budget was presented. He said that there were three items missing from the report:

1. A22 connectivity project
2. Increase in the Union Corner Hall allowance
3. Match funding for CLIF projects

Councillor Laxton said that the public toilet in North Street needs to be omitted and the pet cemetery should be added.

Councillor Mitchell said that cemetery lodge income needed to be added on the income side.

51.2 **RESOLVED** to note the Finance Report

**Operations and Facilities Condition – Five Year Plan**

52.1 Mr Lees' report on the plan was circulated with the agenda.

Discussion ensued on the future frequency of meetings. As the decision on the meeting schedule would be made in May 2026, a recommendation to Council would be made near that date.

52.2 **RESOLVED** to note the condition report.

### **Grovelands Barn**

53.1 Mr Lee introduced his written report that had been circulated with the agenda. The structural survey had indicated that a cost in the region of £53,000 would be needed, but this would not make it fit for purpose for use by the Boxing Club. He estimated the total cost would be an additional £270,000 and even then planning permission would be needed.

Mr Chatfield said that some funding could be available via CLIF.

Councillor Mitchell said that he was supportive of the Boxing Club, however, Grovelands Barn was the wrong location for it.

Councillor Carpenter suggested a small working group to look at the options available to the Boxing Club.

53.2 **RESOLVED** to set up a working group comprising Councillors A. Blake-Coggins, Bryant and Carpenter to look at needs of the Boxing Club.

Councillor Carpenter left the meeting at before the debate on then next agenda item.

### **Western Road Recreation Ground – Beacon**

54.1 Mr Lee had produced a detailed report that had been circulated with the agenda. He suggested that because of the weight issues, the Beacon could be placed elsewhere in the town.

Councillor Chapman said that the Beacon would be in two parts and would only need to be moved once a year. The Bonfire Society had a vehicle that could undertake this without the need for a road closure.

Councillor Bryant said that at this stage, all that was required was the agreement on the specification of the Beacon, not the location.

He requested details of the leases of all the sports clubs that use the Western Road Recreation Ground.

54.2 **RESOLVED** that a separate meeting be held with all interested parties and bring this item back to the next meeting of the Assets Management Committee.

Councillor Bryant requested that his abstention from voting be recorded.

### **James West Centre Sign**

55.1 Complaints had been made by members of the public about the sign that had been erected on the front of the James West Centre because it was too garish.

Mr Lee explained there was a need for a sign as some people had commented that they did not know where the Centre was.

Councillor Mitchell said that whilst he did not like the design of the sign, he proposed that as money had been paid, it should remain. This was seconded by Councillor White.

55.2 On being put to the vote, this proposal was lost by 3 votes to 2. Councillor Laxton requested that her vote against the proposal be recorded.

55.3 **RESOLVED** to recommend to Council that a new sign is ordered and fitted with funding of up to £1,000 coming from CIL monies.

Councillor Carpenter rejoined the meeting.

### 56 **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).

### **Welbury Farm Sub Group**

57.1 Councillor Laxton said that the sub-group had met and considered a number of options.. She suggested using the Neighbourhood Plan consultant, Jon Herbert to prepare the visual designs in preparation for the consultation meetings next year. The cost of the consultant would be met by borrowing the money from reserves and repaid when the Taylor Wimpy S106 money is paid.

57.2 **RESOLVED** to employ a consultant to prepare for the public consultation, with the cost coming initially from reserves and to be put back when the Taylor Wimpy S106 money is received.

57.3 Councillor Carpenter requested that his abstention from voting be recorded.

### **Inglenook Bollards**

58.1 Mr Lee said that there was an on-going problem with parking by people using Kemer Kebab, next door to the Inglenook. This caused issues for staff trying to leave the car park in both private and council vehicles. He suggested the purchase and installation of two bollards on the pavement outside the Inglenook.

Planning permission and agreement from East Sussex County Council would be needed. The owners of Kemer Kebab would also be notified.

Councillor Carpenter was doubtful that the installation of bollards would work and that it would be a waste of money.

58.2 **RESOLVED** to recommend to Council that two bollards be purchased and installed outside the Inglenook at a cost of £3,331, to be funded from CIL.

This was passed by 4 votes to 0.

58.3 Councillor Carpenter requested that his abstention from voting be recorded.

### **Ersham Road Bus Shelter**

59.1 Mr Lee suggested relacing the broken glass panels in the bus shelter with green metal panels that would cost £200 less.

59.2 **RESOLVED** to replace the broken glass panels with green metal panels, subject to asking the police if they had information on how the bus shelter got damaged.

### 60 **CCTV**

**RESOLVED** to defer this item until like for like quotes had been received.

### **Bridge at Orchard Park**

61.1 Members were asked to consider funding the provision of a new bridge over a ditch in Orchard Park.

61.2 **RESOLVED** to defer this item to allow for investigations into alternatives to a bridge, including filling in the ditch ton take place.

### **Pump Track**

62.1 Councillor Laxton said that this had arisen from the Neighbourhood Plan in February.

The football club at the Maurice Thornton had raised issue with space if the track was installed on the playing field.

62.2 **RESOLVED** that in principle the provision of a pump track is supported, but to look at alternative sites and to discuss fully at the next meeting of the Assets Management Committee.

### **Maurice Thornton Sub-Lease**

63.1 The Town Clerk updated the committee. Hailsham United wanted clarification on Section 106 money if signing a shorter time lease.

63.2 **RESOLVED** to clarify the legal situation and inform Hailsham United Football Club.

### **The Station Improvements**

64.1 Mr Lee said that clarification on whether the improvements to The Station would qualify for CLIF funding as the service would be making a profit. He said he would check.

Mr Lee said that if the work could not be funded by CLIF, it could be funded by CIL with a modified design which would enable it to be done in-house in tandem with the contractor.

Debate ensued about how much money was left from the original CIL payment. Mr Joyes said that the previous Responsible Finance Officer had told him it was £38,000 whilst Councillor Mitchell said it was £19,000. Mr Joyes would be meeting the locum RFO to get the correct information.

There was also debate about the costings and what was scheduled or not required.

Councillor Mitchell said this demonstrated why proper accounts were desperately needed.

Councillor Bryant suggested checking exactly what money was available. Councillor Laxton said if necessary a loan be made to carry out the works.

Councillor Blake-Coggins proposed that relevant Standing Order be suspended to allow the debate to continue beyond 10.00pm. This was seconded by Councillor Mitchell.

64.2 **RESOLVED** to suspend the relevant Standing Order.

Councillor Mitchell enquired if there was a formal Service Level Agreement with the CIC. The Town Clerk confirmed that there was.

64.3 **RESOLVED** to defer this item until the next meeting to allow time to clarify the financial situation after the meeting with the Locum RFO and for full costings and details.

There being no further business the meeting closed at 10.02pm.