



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

A Meeting of the **Environment and Leisure Committee** to be held on
Tuesday 2nd January 2018 at 7.00pm
in
The Council Chamber, Civic Centre

AGENDA

1.0. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda. Should any Member consider that they require a dispensation in relation to any prejudicial interest that they may have, they are asked to make a written application to the Clerk well in advance of the meeting.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

2.0. STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE CHAIRMAN'S DISCRETION

3.0. APOLOGIES FOR ABSENCE

4.0. MINUTES

4.1. Minutes of the meeting of the Environment and Leisure Committee held on 13th November 2017

4.2. Action list – For information only
(Attached)

4.3. Project Monitoring List – For information only
(Attached)

5.0. FINANCE

5.1. To note bills paid

5.2. Income and Expenditure Financial Forecast
(Attached)

5.3. 2018 – 2019 Draft Budgets

6.0. ADMINISTRATION

- 6.1. To consider a request from the Uckfield Rotary Club to erect a memorial at Victoria Pleasure Ground

7.0. ENVIRONMENT

Nothing to report at this time

8.0. LEISURE

- 8.1. Hughes Way Play Area Update
(Attached)
- 8.2. Access from Victoria Pleasure Ground to St Philips Catholic Primary School
(Attached)

9.0. REPORTS FROM WORKING GROUPS AND TO AGREE TERMS OF REFERENCE

- 9.1. Road Safety
- 9.2. Speed Indication Device (SID)
(Attached)

10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- 10.1. Uckfield Railway Line Parishes (Attached)
- 10.2. West Park LNR and Hempstead Meadows LNR – Supporters Group
- 10.3. Uckfield and District Twinning (nothing to report at this time)
- 10.4. Age Concern (Attached)
- 10.5. Luxford Centre Management Committee (Attached)
- 10.6. Active Uckfield Group
- 10.7. Wealden Bus Alliance

11.0 CHAIRMANS ANNOUNCEMENTS



Holly Goring
Town Clerk
19th December 2017

Environment Leisure Committee

Committee	Nominal Code		2017/2018 Budget	2017/2018 Predicted Outturn	2018/2019 Budget	Notes
		CULTURAL, ENVIRONMENTAL, REGULATORY AND PLANNING SERVICES				
		Cultural and Related Services				
		Recreation and Sport - Leisure and Recreation Grounds				
E & L	5,120	Playing Fields and Pitches	18,000		19,000	
E & L	5176	Play Equipment Repairs/Maintenance	2,500		2,600	
E & L	5203	Grounds Maintenance - Contract	20,000		16,000	
E & L	5204	Grounds Maintenance - General	2,200		2,225	Includes £625 for maintenance to rain harvest system
E & L	5201 & 5205	General Equipment Repairs and Hire	3,200		2,100	Hire £100 - General equipment repairs £2,000
E & L	5202	New Equipment	3,000		2,000	
E & L		Vehicle Running Costs				
E & L	5269	* Transit	2,163		2,200	
E & L	5279	* Movano	2,163		2,200	
E & L	5275	*Tractor	1,500		2,000	Two new tyres required
E & L	5271	* Ford Ranger	1,300		2,200	
		TOTAL	56,026		52,525	
		Income				
E & L	4110	* Sport Income	-7,500		-8,000	
E & L	4120	* Event Income	-4,400		-4,600	
		TOTAL	-11,900		-12,600	
		Net Expenditure	44,126		39,925	
		Public Open Spaces, Planting and Allotments				
E & L	5100	Allotments	2,000		2,030	1.5% increase
E & L	5231.5038	Hempstead Meadows and West Park LNRs + sites of conservation interest	3,500		3,500	
E & L	5295. 5296	Litter Bins and Collection	4,500		4,500	£3,950 collection/sacks - £550 bins
E&L	5375	Repair & replacement of street furniture	0		2,000	
E & L	5305	UTC Promotional Tent	50		0	
E & L	5330	Corporate Signage	250		250	
E & L	5058	Protective Clothing	700		700	
E & L	5280	Fencing	1,000		1,000	
E & L	5299	Horticulture - Bedding	300		300	
E & L	5285	Tree Works	4,500		4,500	
E & L	5377	Cleaning Materials	100		100	
		TOTAL	16,900		18,880	
		Income				
E & L	4100. 4101	* Allotments	-5,500		-5,700	Includes £50 deposits 1.5% increase
		* Environment Sundry Income	-100		-100	Scrap metal etc.
E & L		West Park Culvert Maintenance Agreement with WDC	0		-350	
		TOTAL	-5,600		-6,150	
		Net Expenditure	11,300		12,730	
		Culture and Heritage				
E & L	5394	Twining Hospitality	300		200	
E & L	5300	Civic Centre Events	15,000		27,000	
		Performing Rights Society			2,000	
		Event Advertising /Marketing			4,000	
		TOTAL	15,300		33,200	
E & L	4050	Income	-25,000		-42,000	
		Net Expenditure	-9,700		-8,800	

Committee	Nominal Code		2017/2018 Budget	2017/2018 Predicted Outturn	2018/2019 Budget	Notes
		Long Term Earmarked Reserve Projects				
		Play area	50,000		25,000	
		Cemetery Wall	9,300		0	
		Old Timbers Lane	3,000		1,500	
		CCTV replacement programme	2,000		0	
		Resurfacing Orsborn Hall car park	7,000		7,000	Year 2 of 2 year project
		Vehicle Replacement			1,000	
		Street Light replacement SOX lanterns			2,000	Orange SOX lantern no longer available, long term replacement programme
		Total Long Term Earmarked Projects	71,300		36,500	
		TOTAL				
		New Initiatives 2017/2018				
		White lining West Park pavilion car park	1,000		0	
		Weald on the Field & Revival Events etc.	3,000		3,000	Move to revenue
		Litter Policy Bins	3,000		0	
		Speed Reduction Sign	5,000		0	
		TOTAL	12,000		3,000	
		New Initiatives 2018/2019				
		HMLNR & WPLNR			500	As per constitution £250 each group
		3 x Adult Sets Goal Posts			2,000	
		New Cricket Mower			3,000	£6000 new Mower 2 Year Project
		Fencing Boundary and Kiss Gate - Ridgewood Recreation Ground			2,300	
		Battles Over - A Nations Tribute			1,000	
		TOTAL			8,800	

TOTAL 2018/2019		
Total Revenue Expenditure	247,423	269,070
Total Long Term Earmarked Reserve Projects	71,300	36,500
Total New Initiatives	12,000	8,800
Total Budget Expenditure	330,723	314,370
Total Income	-70,155	-94,480
Net Expenditure	260,568	219,890

	Apr 17 Actuals £	May 17 Actuals £	Jun 17 Actuals £	Jul 17 Actuals £	Aug 17 Actuals £	Sep 17 Actuals £	Oct 17 Actuals £	Nov 17 Actuals £	Actuals to Date	Budget to Date	Dec 17 Budget £	Jan 18 Budget £	Feb 18 Budget £	Mar 18 Budget £	Total £	2017/2018 Budgets
Sales																
Sales																
Weald Hall Events	612	397	289	228	355	665	3,000	2,851	8,397	16,668	2,083	2,083	2,083	2,083	16,729	25,000
Allotments	123	124	16	23	35	0	0	4,968	5,289	5,000	0	0	0	0	5,289	5,000
Allotment Deposit	100	200	75	0	0	50	10	100	535	500	0	0	0	0	535	500
Playing Fields & Pitches, Sport Income	382	2,383	102	64	196	157	7,135	(20)	10,399	7,500	0	0	0	0	10,399	7,500
Playing Fields & Pitches, Event Income	436	166	1	172	3,549	394	0	0	4,718	4,400	0	0	0	0	4,718	4,400
WDC - West Park Culverts Agreement	210	0	0	0	0	0	0	0	210	0	0	0	0	0	210	0
Cemetery - Interments	1,784	337	3,337	1,596	2,491	9,718	5,412	2,860	27,535	12,634	1,579	1,579	1,579	1,579	33,851	18,950
Cemetery - Memorials	102	353	101	302	1,187	504	633	353	3,535	2,268	283	283	283	283	4,667	3,400
Cemetery - Sundry income	40	160	40	0	0	80	80	0	400	234	29	29	29	29	516	350
Cemetery Maintenance Charge	372	0	186	0	186	186	465	279	1,674	1,868	233	233	233	233	2,606	2,800
Env. Sundry Income	46	0	0	52	0	0	400	0	498	0	100	0	0	0	598	0
Litter/bus station	0	320	0	0	0	320	0	0	640	960	0	0	320	0	960	100
Roundabout income	0	873	0	0	0	0	0	0	873	875	0	0	0	0	873	1,280
Road Safety donations	0	0	0	200	0	0	0	0	200	0	0	0	0	0	200	875
Total Sales	4,207	5,313	4,147	2,637	7,999	12,074	17,135	11,391	64,903	52,907	4,307	4,207	4,527	4,207	82,151	70,155
Purchases																
Purchases																
Clothing - Corp/Prot, Outdoor staff	41	0	0	100	0	59	0	68	268	700	0	0	0	0	268	700
Olives Meadow Upgrade S.Lights	0	16,650	0	0	0	0	0	0	16,650	16,650	0	0	0	0	16,650	0
Renew/Update Interp Boards	0	235	0	0	0	0	0	38	273	0	0	0	0	0	273	0
Street Lights, Supply & Maintenance	8,867	0	0	0	0	0	0	0	8,867	0	0	0	0	9,000	17,867	9,000
Street Light Repairs	0	0	1,442	0	0	0	0	0	1,442	1,442	1,758	0	0	0	3,200	3,200
Bus Shelters	0	0	0	0	0	0	0	0	0	0	0	0	60	0	60	60
Allotments	359	6	220	0	0	0	1,108	0	1,693	1,332	167	167	167	167	2,361	2,000
Playing Fields and Pitches	69	191	7,425	0	544	970	233	251	9,683	9,000	9,000	0	0	0	18,683	18,000
Play areas rolling programmes	2,000	550	7,465	(250)	0	0	0	0	9,765	0	0	0	0	0	9,765	0
Play Areas	127	126	602	132	0	4	280	3	1,274	1,668	208	208	208	208	2,106	2,500
Cemetery, rates	98	100	100	100	100	100	100	100	798	742	92	92	92	92	1,166	1,110
Grave digging	0	320	0	320	0	1,280	640	0	2,560	3,332	417	417	417	417	4,228	5,000
Cemetery, litter	293	40	293	0	0	0	293	0	919	668	83	83	83	83	1,251	1,000
Cemetery Sundries	0	74	42	0	0	62	30	0	208	0	0	0	0	0	208	0
Cemetery Maintenance	0	0	0	0	0	0	45	0	45	200	0	0	0	0	45	200
General Equipment Repairs	184	0	133	152	195	0	351	192	1,207	2,068	258	258	258	258	2,239	3,100
New Equipment	386	37	0	111	0	944	0	0	1,478	3,000	0	0	0	0	1,478	3,000
Grounds Maintenance Contract	52	3,629	907	1,849	907	1,849	941	33	10,167	13,332	1,667	1,667	1,667	1,667	16,835	20,000
Grounds Maintenance general	102	132	688	144	197	193	118	86	1,660	1,468	183	183	183	183	2,392	2,200
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	100	0	0	0	100	100
LNRS & Sites of Interest - Ranger	2,165	2,108	2,172	2,168	2,168	2,165	2,237	2,165	17,348	17,435	2,180	2,180	2,180	2,180	26,068	26,155
LNRS & Sites of Interest - Working budget	253	66	0	111	60	59	2	980	1,531	2,332	292	292	292	292	2,699	3,500
Transit	69	73	240	121	0	73	76	0	652	1,443	180	180	180	180	1,372	2,163
Ford Ranger	57	56	0	52	325	58	62	105	715	868	108	108	108	108	1,147	1,300
Tractor maintenance & running costs	42	1,053	46	88	0	89	67	116	1,501	1,000	125	125	125	125	2,001	1,500
Movano Vehicle	75	75	118	71	75	102	0	0	516	1,443	180	180	180	180	1,236	2,163
Fencing	0	0	74	0	0	26	0	0	100	0	1,000	0	0	0	1,100	1,000
Trees	0	0	0	460	0	110	890	0	1,460	3,000	375	375	375	375	2,960	4,500
Graffiti Removal	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
Litter Bins	0	0	0	0	0	613	0	0	613	520	0	0	0	0	613	520
Litter Collection, Open spaces	939	40	971	0	0	118	853	0	2,921	2,712	317	317	317	317	4,189	3,980
Horticulture	0	0	130	0	0	0	0	0	130	300	0	0	0	0	130	300
Weald Hall Events	1,002	1,929	0	0	0	287	256	1,861	5,335	10,000	1,250	1,250	1,250	1,250	10,335	15,000
Festival Tent	0	0	0	0	0	0	0	0	0	50	0	0	0	0	0	50
Corp Dev - Signage outside areas	0	103	0	0	0	0	0	0	103	250	0	0	0	0	103	250
Roundabouts Expenditure	0	0	0	0	0	0	0	0	0	100	0	0	0	0	0	100
Groundsmen - Salaries	5,813	6,583	6,548	6,548	6,548	6,235	5,042	6,465	49,782	53,163	6,645	6,645	6,645	6,645	76,362	79,743
Groundsmen - National Insurance	444	528	528	528	528	528	414	525	4,023	4,370	546	546	546	546	6,207	6,554
Groundsmen - Pension	1,141	1,116	1,104	1,093	1,093	1,084	771	1,070	8,472	11,485	1,435	1,435	1,435	1,435	14,212	17,225
Town Security/CCTV	52	55	56	55	56	56	55	56	441	2,668	333	333	333	333	1,773	4,000
Road Safety Week	0	10	1,310	0	0	0	0	0	1,320	1,750	0	0	0	0	1,320	1,750
Floral Displays	0	0	1,864	462	462	462	(188)	0	3,062	4,000	0	0	0	0	3,062	4,000
Repair & Replacement street furniture	0	42	0	0	0	0	0	0	42	0	0	0	0	0	42	0

Cleaning Materials	0	0	0	0	0	50	50	45	0	45	0	0	0	0	0	0	100
Civic Hospitality	0	0	0	0	0	0	300	0	0	0	0	0	0	0	0	0	300
Total Purchases	24,630	35,927	34,478	14,415	13,258	17,526	14,721	14,114	169,069	174,841	28,949	17,041	17,101	26,141	258,301	247,423	
New Initiatives																	
Speed Reduction	0	400	0	0	0	700	1,100	5,000	0	0	0	0	0	1,100	5,000		
Resurface Osborn Hall Car Park	0	0	0	0	0	0	0	0	0	0	0	0	0	7,000	7,000		
West Park Car Park White Lines	0	0	0	415	0	0	415	585	0	0	0	0	0	415	1,000		
Weld on the Field & Revival	0	0	250	3,792	1,196	296	5,645	3,000	0	0	0	0	0	5,645	3,000		
Litter Policy Bins	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000		
Total New Initiatives	0	400	250	4,207	1,196	296	7,160	8,585	0	0	0	0	0	17,160	19,000		

** Farmarked Reserves

* £9,000 From Farmarked Reserves

Meeting of the Environment & Leisure Committee

2nd January 2018

Agenda Item 5.3.

Draft Budget New Initiatives 2018/2019

1.0. Summary

1.1. The report details new initiatives put forward for consideration as part of the 2018/2019 Committee budgets.

2.0. New Initiative's for Consideration

2.1. A suggestion to provide a form of cover from inclement weather at Victoria Pleasure Ground and wildlife resistant litter bins was put forward at the November Committee meeting and: -

EL 89.11.17 It was **RESOLVED** to investigate the provision of a cover from inclement weather at Victoria Pleasure Ground (including alternatives and potential size/location) and carry out a review of litter bins, wherever sited, to ensure they are suitable for their location and reduce the risk of turn out by wildlife.

2.2. The Groundstaff have looked at the recreation ground and can only see two possible locations that would be suitable:

- 1) a 6m sq. area adjacent to the pavilion
- 2) a 9m sq. area by the beacon



- 2.3. A bandstand type shelter could pose a problem in both locations, climbing onto the structure and then onto the pavilion roof, and at the beacon location the structure could be damaged when the beacon is lit.
- 2.4. The wooden structures below are in the region of £2,000 - £5,000



The hollow metal structure is in the region of £2,000



- 2.5. Prices for traditional pitched roof bandstands are on application.
- 2.6. With regards to litter bins, the fire-resistant bin below cost of £550 and is similar to existing bins, although suitable for the skatepark area it is still not wildlife resistant.



Contact Officer: Christine Wheatley

Environment and Leisure Committee

Tuesday 2nd January 2018

Agenda Item 6.1.

To consider a request from the Uckfield Rotary Club to erect a memorial at Victoria Pleasure Ground

1.0. Summary

1.1. The Rotary Club have requested permission to erect a memorial at Victoria Pleasure Ground in memory of a former Rotarian.

2.0. The Memorial request and background

3.1. Details of the Rotary Club request and memorial: -

I would like to set out the background to our request to place a memorial to one of our late members in Victoria Pleasure Grounds. To do that, it seems sensible to start with some background to the Rotary Club and what it has done in the town, then talk about Ric, and why we feel Victoria Pleasure Ground is an appropriate setting.

Rotary began in Chicago, USA, in 1905, and quickly spread to other countries. The Rotary Club of Uckfield was set up in 1950, and has been active in the town since then. We are a registered charity, number 260888. The club maintains a Charity Fund, which is used to respond to appeals for help from local good causes – in the past year or so we have helped local families in difficulties, paid for young carers to go away for a weekend with others in the same situation, supported the Housebound Club and contributed to the imminent purchase of a defibrillator in the Luxford Centre as well as other donations. We have also worked with Brighter Uckfield on the flower beds at the railway station, paying for plants which one of our members, a keen gardener, looks after.

We also have a number of regular community events through the year; we contribute to the funding, staffing and organisation of the Uckfield Grand Prix, which is part of the Festival. In the Spring we work with the Stroke Association to provide blood pressure testing in the High Street, the costs of which are met out of our Charity Fund. We always have a stall at the Festival Big Day in July, and support Uckfield Guiding with their float in Uckfield Carnival, helping to assemble the float and collecting as the parade goes around the town. Since 1951, CJ Thorne have provided a Christmas Tree for the High Street; our members work with employees of CJ Thorne to erect it, and then from Late Night Shopping until Christmas members and supporters collect money at the tree, which is when we replenish the Charity Fund. This is supplemented by the sale of commemorative ribbons, which are put on the tree. The other regular, major, event is our Making Dreams Come True award. Set up in memory of Daniel Gamble, this makes a grant of £1,000 available to a local 16-25-year-old, to help them achieve an ambition.

In the past the club has sought to make contributions to the town. A Rotary donation that comes to mind is the clock in the High Street, bought by the club in 1980. We were very grateful earlier this year when the Town Council agreed to replace the original clock, which was by then worn out. In 1972 the club donated Elizabeth Gardens to the town, to commemorate the Silver Jubilee of Queen Elizabeth II. We worked with the Town Council some 30 years ago in planting many trees in Luxford Field, and members were prominent in fund-raising to help develop the Luxford Centre. When Uckfield Community Hospital was being fitted out, some 20 years ago, the club

raised a lot of money to equip a ward, helped by members of a Rotary Club in Holland with whom we had a link at that time. We have also planted crocuses near the Highlands roundabout, and at Ringles Cross, again working with Brighter Uckfield.

The late member who died in September 2016. He had been a member of a Rotary Club in Blandford Forum before moving to Uckfield. He joined our club in 1997, and was an active member, serving as Treasurer and President. He held the post of District Youth Exchange Officer for two years, working to develop links between young people in Kent and East Sussex with those overseas. This built on his career as a teacher. He was always keen to help young people achieve their potential, especially in sport, which was a passion of his. He coached youngsters during his teaching career, and this continued once he had retired.

This brings us to why we feel Victoria might be a suitable site for the memorial. In recent years he had worked with Uckfield Anderida Cricket Club, helping coach young players but also acting as umpire and scorer for the adult team. Victoria Pleasure Ground was where he spent much time in his later years.

As to what sort of memorial is proposed, this is still under discussion. We do not propose anything large or obtrusive. The current plans are for a low, brick (or similar) built design, perhaps bearing directional pointers. It is likely to carry a Rotary emblem. We have no firm idea as to where it might go - these issues are still being thought through. We would be pleased to discuss our ideas with Council representatives before these are fixed, if that were thought helpful.

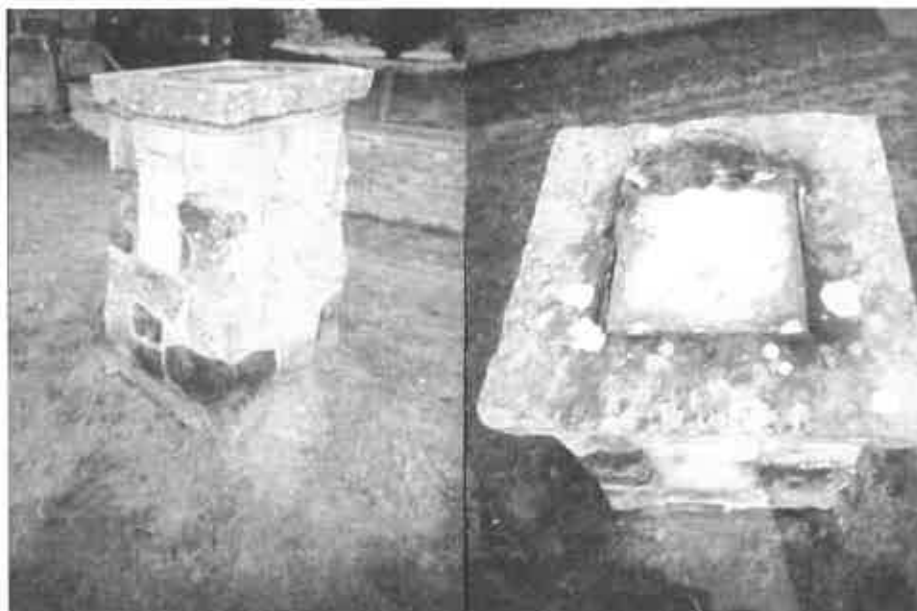
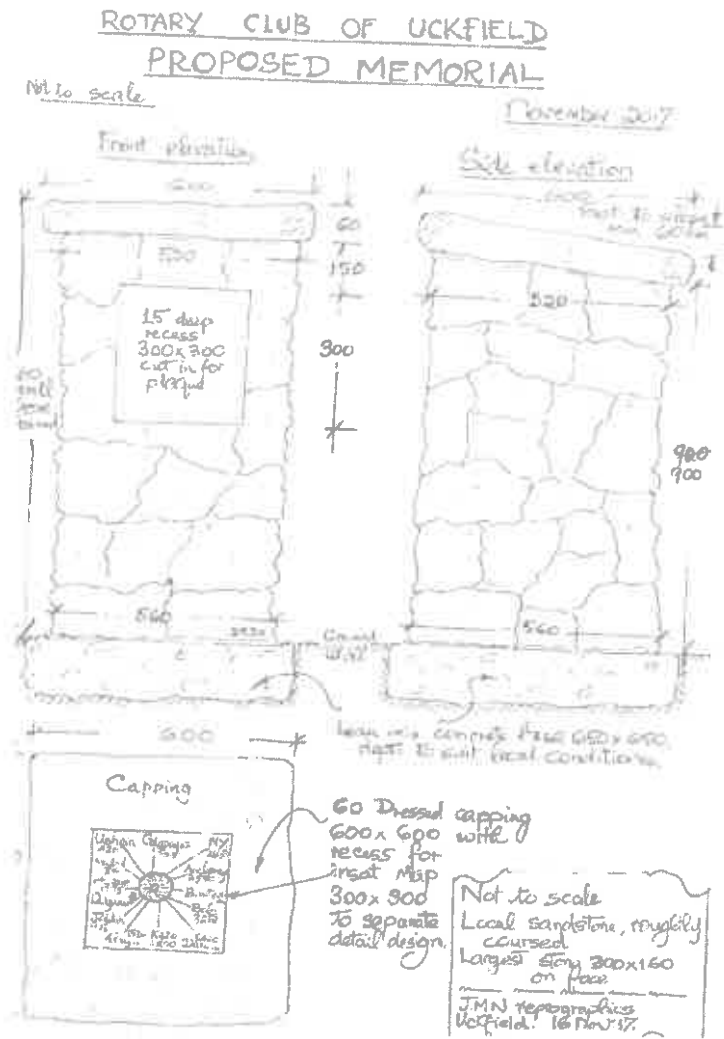
- 3.2. As stated above the Rotary Club are currently unsure of the size of the memorial or costs, although it would not accede a metre in height. One suggestion is for a roughly coursed sandstone memorial similar to the attached sketch and similar to a memorial at Buxted. The Club would however be happy to look at something smaller.
- 3.3. They are unsure at this moment in time if the memorial will contain the name of the late Rotarian but may have a Rotary 'Roundel badge' and a design cut into the stone capping, illustrating approximate direction and mileage of far flung places he had visited.

4.0. Recommendation

- 4.1. Members will be aware that the Town Council accept memorial benches in various open spaces including the Cemetery, Luxford Field, Elizabeth Gardens and Victoria Pleasure ground, however this is the first request for a memorial of this nature. Should the Committee approve the request to the erection of this brick memorial it could set a precedent for further request in the future.
- 4.2. Members are asked to note the report and instruct the Clerk accordingly.

Contact Officer: Christine Wheatley

Possible memorial design and pictures of a similar design at Buxted.



Meeting of the Environment & Leisure Committee

2nd January 2018

Agenda Item 8.1

Hughes Way Play Area Update

1.0. Summary

1.1. The report details the current situation regarding the upgrade of the Hughes Way Play Area.

2.0. Background

2.1. Members will recall that HAGS-SMP had been appointed to upgrade the play area at Hughes Way.

3.0. Current position

3.1. We are still waiting for a delivery and installation date from HAGS-SMP. We have been advised that the only items outstanding are the toddler unit and the roundabout.

3.2. HAGS-SMP were willing to install part of the equipment, however this was declined as we require all the equipment to be installed together and to give the residents at least 2-3 weeks' notice.

4.0. Recommendation

4.1. Members are asked to note the report.

Contact officer: Christine Wheatley

Meeting of the Environment & Leisure Committee

Tuesday 2nd January 2018

Agenda Item 8.2

Access from Victoria Pleasure Ground to St Philips Catholic Primary School Survey

1.0. Summary

1.1. The report details St Philips Catholic Primary Schools response regarding the access from Victoria Pleasure Ground to St Philips Catholic Primary School.

2.0. Background

2.1. In November 2013 the Diocese of Arundel and Brighton put forward a proposal for the creation of a temporary pedestrian access to the school from Victoria Pleasure ground during the construction of the convent site.

2.2. This access was granted on a temporary six-month basis, since then the school has asked if the access can be made permanent.

2.3. At the request of the committee a survey was carried out of users of the access and the results were submitted to the committee on the 13th November 2017.

Members noted the report and information provided. There was a polarised response from committee members who had mixed views with regard to the use of Victoria Pleasure Ground and maintaining access.

Members noted the difficulties that local businesses and the town council's grounds staff had experienced at school drop-off and pick up times, with parents creating congestion and blocking vehicles in within the car park. However, they also noted that the temporary access from Victoria Pleasure Ground had improved safety for school pupils.

It was acknowledged that Old Timbers Lane was not designed to cope with a large amount of traffic and the mirror could only provide some help towards visibility on the corner, but recognised that College Place did not have suitable space for vehicles to park or turn.

Members also noted that the school had not yet responded as to whether they would be willing to pay the legal costs for extending the arrangement and making this permanent. It was agreed: -

EL 93.11.17 It was **RESOLVED** that the Town Council make contact with St. Philips Primary School to receive an update and understand their intentions regarding the monitoring of parking and to discuss how, together, we could achieve a positive outcome. The item would be deferred to the next committee meeting on 2nd January 2018, when a decision would be made with the necessary information.

3.0. Meeting response

3.1. A meeting has been held with the school and they have responded as follows:

"Following a meeting of the SCHOOL governors last week I am writing to confirm the commitments the school is happy to make. The school will pay the legal costs of the council to make a new licence (estimated at £400). We accept that the agreement will contain a break clause allowing the council to close the link in case of a serious breach of the licensee's obligations.

The school will be responsible for the maintenance of the path up to the point it joins the car park surface of Victoria Pleasure Ground. The fence and gate will also be maintained by the school.

The school will assist in the education of parents to park with consideration at Victoria (ensuring in particular that access to the dementia day care service is available at all times). We are unable to directly supervise the car park but we will take similar measures to those we use at the front of the school. We contact parents personally when parking guidelines are ignored, as well as giving regular reminders via school newsletters.

The gate connecting the school to Victoria will continue to be open only during school days (normal opening times are 7am to 5.30pm)

I also just wanted to take this opportunity to clarify the overall access arrangements to the school. The staff park on the school's access crossing patrol who assists the church car park. In addition, we have a school crossing patrol who assists children and parents crossing Newtown and accessing the front of the school. The path up from Newtown to the school is very steep but our DDA access is via the Old Timbers Lane footpath and then through College Place. I hope this information is helpful in giving the overall picture of access to the school".

- 3.2. The church car park has approximately 25 - 30 parking spaces, with in/out access. This access is not disability friendly and an alternative footpath access has been provided through the housing estate from the main road via Old Timbers Lane. This gate is locked between 4.00pm and 5.30pm and opened at 7.30am

Parking directly outside the school is for staff only and is coned off by the crossing patrol person at 8.30am.

Alternative access



4.0. Recommendation

4.1. Members have now received all the information requested to make a decision on the request from St Philips Primary School to make the access permanent and Members are asked to note the report and instruct the Clerk accordingly.

Contact Officer: Christine Wheatley

Meeting of the Environment & Leisure Committee

2nd January 2018

Agenda Item 9.2

Speed Indicator Device (SID)

"We have now agreed the approved sites for Speed Indicator Device (SID) deployment as follows:

Bell Farm Road	No closer than 100m to Fire Station	East bound traffic
London Road	Layby outside Cedars Close	North bound traffic
Browns Lane	Opposite shopping parade	Traffic in both
directions		
Eastbourne Road	Entrance to Nightingale Rise	Hailsham bound
traffic		
Eastbourne Road	Bus shelter near New Road	Uckfield bound traffic
Pipers Field	Layby outside Pipers Gate	Lewes bound traffic

We are now working on getting a team of volunteers together so that they can be trained ready for deployment. County Highways have also confirmed that they will provide the SID kit for us to use.

If you are aware of any possible volunteers, then please advise Ian or Paul.

Cllrs Smith & Sparks."

Environment and Leisure Committee

2nd January 2018

Agenda Item 10.1

Uckfield Railway Line Parishes Committee

Minutes from the meeting held on 15th November 2017

Owing to a prior commitment of the Chairman the Vice Chairman ran the meeting.

Following discussions at the previous meeting members were informed that the consultation period for the final phase of the 2018 timetable would be from 22nd November to 20th December 2017. The members were advised that it is hoped the earlier Sunday service from Croydon with return to London will be included in the timetable, This is a matter that the committee have been pressing for a long period.

There is a meeting being planned incorporating parishes on the Uckfield/Lewes link, Lewes MP Maria Caulfield and other interested parties, by East Sussex Association of Local Council's in order to press for the opening of the link.

Considerable discussion ensued on street parking problems particularly at Eridge and it was agreed to liaise with others to establish a partnership in order to resolve the problem.

Further approaches to be made to authorities to press for improvements and extension of the network incorporating local enterprise partnerships.

The meeting was informed of the current service levels which were felt to be in need of improvement as they are at times unreliable partly through stock problems and partly through infra structure failings. The Chairman to contact Nus Ghani MP to press the matter with the Department for Transport.

Confirmation that Lewes District Council are strongly supporting the re-opening of the line was noted with great satisfaction and it was agreed to continue to press all relevant bodies to further the aims of the committee.

Cllr. C. Macve

Environment and Leisure Committee

2nd January 2018

Agenda Item 10.4

Annual General meeting of Age UK, 24th November 2017

The Annual General Meeting for 2016-2017 was held in the Civic Centre at which the minutes for the preceding year were approved.

There then followed extensive discussion on the position of chairman. Mr Ian Godffery offered himself for re-election but it was pointed out from the floor that the constitution allowed the chairman to serve only three consecutive terms and that he had already reached that limit. There were no other offers of nomination.

The matter was resolved by agreeing to allow the present chairman to continue in post until an extraordinary general meeting is convened at the earliest possible date in 2018 at which point the constitution will be discussed and consideration given to altering the number of terms of service allowable.

The meeting continued with the Chairman's report for 2016-2017 which included the organisations financial details as the treasurer had previously resigned and a new appointment is awaited. The bank balance has reduced during the year as the expenses exceeded income by approximately £1500 largely due to a nearly 50% increase in the number of customers serviced.

The meeting concluded with a very informative presentation by Kay Bush, CEO of the Citizens Advice Bureau.

Cllr. C. Macve

Environment and Leisure Committee

2nd January 2018

Agenda Item 10.5

Luxford Centre

Meeting of the Executive Committee Luxford Centre held on 24th November 2017

Following earlier discussions on the conversion from Charity Trust to Charitable Incorporated Organisation the chairman reported that the revised constitution had been received the preceding day the solicitors so that there had not been the opportunity to read the contents. It was agreed to hold a special meeting of the 8th December to discuss and hopefully agree the transfer to the new form of governance.

Contact is awaited from Justin Bailey at Wealden District Council to obtain details of solar panels installers who cover this locality in order to obtain quotations to supply and install panels which will hopefully reduce electricity supply costs. After receipt of quotations grant aid can be applied for.

The final details of the updated website have now been received for approval by the executive before it is made live.

A quotation has now been received for the Environmental Health Certification course details of suitable dates to be provided by the participant in order that this can then be organised.

Other administrative matters discussed included relaying the external paving, obtaining annual maintenance certificates, problems with the heating system, provision of defibrillator and general upkeep items.

Cllr. C. Macve

