



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

A Meeting of the **Environment and Leisure Committee** to be held on
Monday 13th March 2017 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 30th January 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. Financial Forecast (Attached)

6.0. ADMINISTRATION

6.1. Uckfield Town Council Promotion Tent – Uckfield Festival Big Day 8th July (Attached)

- 6.2. To note the Strengthening Local Relationships Liaison Meeting of Wednesday 18th January 2017
(Attached)

7.0. ENVIRONMENT

- 7.1. Olives Meadow Street Light Upgrade
(Attached)
- 7.2. Request from Southern Water for permission to discharge water onto Town Council land at Harlands Farm
(Attached)

8.0. LEISURE

- 8.1. Request for the temporary access from Victoria Pleasure Ground to St. Philips Catholic Primary School to become permanent.
(Attached)
- 8.2. To consider funding the extended 262 Saturday Bus Service, from Forest Row to Heathfield in 2017/18
(Attached)
- 8.3. Update on the Hughes Way play area
(Attached)
- 8.4. Footpath in Nightingale Wood
(Attached)

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

- 9.1. Ridgewood Recreation Ground
- 9.2. Services Working Group
(Attached)
- 9.3. Road Safety

10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- 10.1. Uckfield Railway Line Parishes
- 10.2. Informal Wealden Line Steering Group
- 10.3. West Park LNR and Hempstead Meadows LNR – Supporters Group
(Attached)
- 10.4. Uckfield and District Twinning
- 10.5. Age Concern
- 10.6. Luxford Centre Management Committee
- 10.7. Uck Valley Flood Forum
- 10.8. Active Uckfield Group
- 10.9. Wealden Bus Alliance
- 10.10 Millennium Green Trust

11.0 CHAIRMANS ANNOUNCEMENTS

12.0. CONFIDENTIAL BUSINESS

To consider whether to **RESOLVE** to exclude the press and public (pursuant to the Public Bodies (Admission to Meetings) Act 1960) during consideration of the following confidential business to be conducted:-

12.1 Land at Hunters Way



Holly Goring
Town Clerk
7th March 2017

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	Apr 16 Actuals £	May 16 Actuals £	Jun 16 Actuals £	Jul 16 Actuals £	Aug 16 Actuals £	Sep 16 Actuals £	Oct 16 Actuals £	Nov 16 Actuals £	Dec 16 Actuals £	Jan 17 Actuals £	Actuals to Date	Budget Estimate to Date	Feb 17 Budget £	Mar 17 Budget £	Total £	2016/2017 Budget
Income																
Cemetery	3,389	2,169	1,888	4,540	6,807	579	5,840	2,948	2,919	4,335	35,414	18,816	2,742	2,242	40,398	23,800
Allotments	227	13	89	18	16	(16)	0	5,306	(12)	46	5,687	5,198	0	0	5,687	5,198
Sport Income	(103)	388	50	2,348	0	149	149	69	5,095	138	8,283	7,000	0	0	8,283	7,000
Event Income	0	1,229	(659)	3,552	0	242	0	0	0	0	4,364	4,365	0	0	4,364	4,365
Delegated Functions	0	0	320	0	0	0	320	0	320	0	960	0	0	0	960	0
Civic Centre Events	772	1,131	156	444	1,004	1,351	1,776	1,420	321	960	9,335	3,334	333	333	10,001	4,000
Road Safety	0	0	0	200	0	0	0	0	0	0	200	0	0	0	200	0
Environment Sundry Income	0	0	0	0	9	0	0	0	2	0	11	100	0	0	11	100
Roundabout Income	0	873	0	0	0	0	0	0	0	0	873	0	0	0	873	0
Total Income	4,285	5,803	1,844	11,102	7,836	2,305	8,085	9,743	8,645	5,479	65,127	38,813	3,075	2,575	70,777	44,463
Expenditure																
Street Lights Supply & Maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	9,000	9,000	9,000
Street Light Repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	4,000	4,000	4,000
Bus Shelters	0	0	0	0	0	0	0	68	0	0	68	56	0	0	68	56
Playing Fields & Pitches	684	15	5,674	3,825	148	522	44	0	340	0	11,252	16,158	1,500	1,500	14,252	19,158
Play Equipment Repairs/Maintenance	40	0	715	40	0	319	84	41	0	874	2,113	2,276	228	228	2,569	2,732
General Equipment Repairs	0	0	107	0	0	0	301	290	0	36	734	2,657	266	266	1,266	3,189
New Equipment	0	0	795	0	0	0	0	146	0	167	1,108	5,000	0	0	1,108	5,000
Grounds Maintenance General	137	128	153	132	211	90	99	113	0	686	1,749	1,821	182	182	2,113	2,185
West Park/HMLNR & Sites of Interest Working Budget	2	972	3	0	11	50	6	243	0	950	2,237	2,653	265	265	2,767	3,183
Tractor Maintenance & Running Costs	37	33	42	106	35	40	0	48	0	48	389	707	71	71	531	849
Tata Running Costs	40	43	47	45	0	(56)	0	0	0	0	119	1,935	114	114	347	2,163
Fencing	0	0	9	0	0	0	0	0	0	189	198	1,030	0	0	198	1,030
Horticulture	0	19	0	0	0	0	0	0	0	0	19	318	0	0	19	318
Trees	660	330	0	0	0	0	0	0	0	0	990	990	900	2,230	4,120	4,120
LitterTrade Collection	792	115	0	907	0	71	878	0	0	878	3,641	3,172	317	317	4,275	3,806
Litter Bins	0	0	0	0	0	0	0	0	0	0	0	0	0	520	520	520
Corporate Signage	0	0	0	0	0	0	0	258	0	0	258	258	0	0	258	258
Festival Tent	0	20	0	0	0	0	0	0	0	0	20	100	0	0	20	100
Groundsmens Salaries	8,343	8,981	8,662	8,662	8,662	8,662	8,662	10,670	8,662	8,662	88,628	104,533	10,453	10,453	109,534	125,439
Clothing-Corporate & Protective	76	0	17	0	0	0	62	150	0	53	358	1,000	0	0	358	1,000
Graffiti Removal	0	0	0	57	0	0	0	0	0	0	57	60	0	0	57	60
Town CCTV	41	865	41	40	41	41	40	41	40	41	1,231	3,041	918	41	2,190	4,000
Road Safety Week	675	0	521	0	0	0	0	0	0	0	1,196	1,600	0	0	1,196	1,600
Civic Centre Events	335	1,305	600	0	49	0	136	995	2,789	22	6,231	2,500	250	250	6,731	3,000
Floral Displays	0	70	0	0	0	0	310	0	408	0	788	4,005	0	0	788	4,005
Cemetery	95	1,289	196	372	2,076	133	1,012	413	786	1,415	7,787	6,803	98	0	7,885	6,901
Allotments	236	25	0	0	9	60	1,317	0	0	0	1,647	1,546	154	154	1,955	1,854
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
Cleaning Materials	0	0	0	0	30	0	0	0	0	43	73	74	0	29	102	103
Grounds Maintenance Contract	0	0	4,758	0	0	0	0	0	0	8,026	12,784	13,266	0	0	12,784	13,266
Civic Hospitality	0	0	20	0	0	0	0	0	0	0	20	50	0	0	20	50
Movano	65	67	69	71	68	71	84	73	73	76	717	1,762	114	287	1,118	2,163
Roundabout Expenditure	35	0	0	0	0	0	106	0	0	0	141	0	0	0	141	0
Ford Ranger	105	56	181	56	330	56	0	629	59	60	1,532	1,158	116	116	1,764	1,390
Total Expenditure	12,398	14,333	22,610	14,313	11,670	10,059	13,141	14,178	13,157	22,226	148,085	180,529	15,946	30,123	194,154	226,598
New Initiatives																
Olives Meadow Upgrade Street Lights	0	0	0	0	0	0	0	0	0	0	0	0	17,100	0	17,100	17,100
French Twin Signs x 6	0	0	0	0	0	0	0	0	0	0	0	0	0	6,000	6,000	6,000
Renewal/upgrade Interp Boards	0	0	0	0	0	0	0	0	0	0	0	0	0	3,200	3,200	3,200
Rev.Cardale Monument	0	0	0	0	1,150	0	0	0	0	0	1,150	1,150	0	3,850	5,000	5,000
Total New Initiatives	0	0	0	0	1,150	0	0	0	0	0	1,150	1,150	17,100	13,050	31,300	31,300

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Meeting of the Environment & Leisure Committee

13th March 2017

Agenda Item 6.1.

Uckfield Town Council Promotion Tent – Uckfield Festival Big Day 8th July

1.0. Summary

- 1.1. The report details the Town Council's involvement in the Uckfield Festival Big Day which is to be held on the 8th July on Luxford Field.

2.0. Background

- 2.1. The Uckfield Festival holds a Big Day on Luxford Field which includes music, dance art, walks etc. Clubs, societies, individuals and organisations are offered a 3m x 3m pitch for £20.00 to promote their activities.
- 2.2. In the past the Town Council has erected a tent and displayed information relating to the Town Council's activities, functions and assets, which has in the last few years been solely organised by a Working Group.
- 2.3. On the day the Working Group erect a tent, display literature and arrange a rota of Councillors to man the tent throughout the day giving out information on the Council and how to become a Councillor. It is also the Working Group's responsibility to take down the tent and clear away at the end of the day.
- 2.4. The current system has worked well but in the last couple of years there has been a lack of volunteers to man the tent and the information displayed has been sparse.
- 2.5. At the Environment & Leisure Committee meeting on 30th January 2017 members agreed that this item be placed on the Briefing for members to make suggestions for the day. The Committee would then consider these and make a firm decision as to whether to participate on Festival Day.

3.0 Feedback

- 3.1. This item has been placed on the Briefing since January 31st and to date no comments or suggestions have been put forward.

4.0. Recommendations

- 4.1. Members are asked to consider the report and advise the Clerk accordingly.

Contact Officer: Christine Wheatley

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UCKFIELD TOWN COUNCIL



Minutes of the meeting of the Strengthening Local Relationships Liaison Meeting held in the Oakleaf Room, Civic Centre on Tuesday 18th January 2017 at 9.15am

PRESENT; Cllr. Claire Dowling	East Sussex County Council
Cllr. Chris Dowling	East Sussex County Council
Ian Johnson	East Sussex County Council
Steve Black	East Sussex County Council

IN ATTENDANCE:

Christine Wheatley – Assistant Town Clerk, Uckfield Town Council
Minutes taken by Christine Wheatley.

1.0 APOLOGIES None.

2.0 TO APPROVE THE MINUTES OF MEETING HELD ON 27th July 2016 and MATTERS ARISING Land Drains at West Park

Wealden District Council had offered the land to the Town Council however the Town Council did not wish to take up this offer. The Town Council is prepared to enter into a maintenance agreement if finances can be agreed.

Grange Road yellow lines, kerbs and signage
County to check if these have been completed.

New Road HGV signs
The owners of the industrial estate have been contacted regarding signage but have yet to respond.

Hughes Way Footpath
County to check if completed.

Snatts Road
The parking issues in this area are mainly residents parking after 6pm.

Twinning Signs
These have now been ordered through Colas.

3.0 SIGNAGE – MISSING LETTERS ON THE TOWN CENTRE SIGN ON THE HIGHLANDS ROUNDABOUT

County have raised this as an observation defect which is a low category (5) on their system.

4.0 STREET LIGHTING – High Street no power to lamp columns outside Picture House Restaurant and Harpers the dry cleaners.

It is understood that the power issues to these two lamp columns is to be resolved by UK Power Network.

5.0 DRAINAGE – Any feedback from residents regarding flooding in Fairlight, Nevill Road and Nursery Gardens

No further complaints have been received.

6.0 HIGH STREET – To ascertain if there is a possible location for the Cardale memorial in the High Street.

Due to the size of the memorial a location on the High Street may not be possible however, an on-site meeting is to be arranged to clarify this.

7.0 ANY OTHER BUSINESS

It was reported that residents in Coopers Green and Buxted Parish Council had applied for community match funding to reduce speed limits to 40mph on Cooper Green Road.

There had also been a meeting with ESCC, residents and Councillor Claire Dowling before Christmas about possible reduction in the speed limit on London Road and this would need speed data collected in the first instance. Areas in Uckfield of concern which could benefit from a speed survey include Eastbourne Road and the bypass to Ringles Cross, each speed survey costs in the region of £400.

County advised that the drainage issue at Hempstead Meadows which had resulted in a footpath closure in Browns Path for approximately a year required some major remedial works.

The Ringles Cross junctions are to receive road signage and lining enhancements and improvements by the end of March to make them more obvious to motorists.

Hempstead Meadows Local Nature Reserve – it was reported that the County were proposing to make repairs to the footpath, including the removal of the boardwalk in favour of a brick path. This will require the path to be closed for between 5 – 6 weeks during the summer months if approved by the Town Council.

8.0 DATE AND TIME OF NEXT MEETING

Date and time of next meeting 13th July 2017 in the Oakleaf Room Civic Centre, Uckfield.

Meeting finished at 10.24am.

Meeting of the Environment & Leisure Committee

13th March 2017

Agenda Item 7.1

Olives Meadow Street Light Upgrade

1.0. Summary

- 1.1. The report details the current situation regarding the possible upgrade of the street lights in Olives Meadows to County Council standard.

2.0. Background

- 2.1. The Town Council has for many years had a policy of upgrading its street lights to County Council standard, in order to reduce its lighting stock and liability. Once upgraded the lights are handed back to the County Council together with a commuted sum for their future maintenance.
- 2.2. Previous upgrades have included New Road, Scarletts Close, Rocks Road, Streatfield Road, Lashbrooks Road and Oaklea Way.
- 2.3. In the 2016/2017 budgets a sum of £17,000 was set aside for the upgrade of Olives Meadow street lights.
- 2.4. The County Council was asked to prepare a site survey and lighting design to establish costs.

3.0. Financial Situation

- 3.1. Following the survey and lighting design County has advised that the estimated cost, subject to live underground services not requiring additional trenching and connections, would be as follows:

Site Survey & Lighting Design	£ 850.00
New columns, connections etc.	£16,650.00
Commuted Sum	<u>£ 6,032.00</u>
	£23,532.00

- 3.2 Current funds consist of the following:

2016/2017 Budget	£17,000.00
Earmarked Reserves	<u>£ 8,201.00</u>
	£25,201.00

4.0. Residents

- 4.1. The Town Council will need to advise residents of Olives Meadow about the scheme details including:
- Location plan of the proposed new lights in relation to existing
 - The new lights will be LED with upward light pollution minimised to less than 10%
 - The new lanterns will be controlled by part-night photo electric cells switching between the hours of 00.00am and 05.00am
 - Lantern shields are possible if light pollution to bedrooms etc.

5.0. Recommendation

- 5.1. Members are asked to consider the report and instruct the Clerk to proceed with the upgrade of the street lights in Olives Meadow.

Contact Officer: Christine Wheatley



WORK DESCRIPTION

San Clemente

Olive Meadow
1-8 Bristol 6 mers poss top galvanized steel CU Phosco columns with 600mA urtic Acid lanterns complete with DALI enabled drivers, 7 pin NEEMA sockets and 35 lux part-night photo electric cells.
Lantern No-A304-95000Clear P/BL EDS 500mA NW (1.62 klm) 140314AF Lanta BL EDS 500mA NW (1.62 klm)

Remove Column

Olives Meadow
A-E Die-connect, and permanently remove existing columns.

All new installations to be switched and controlled by double module isolator and 35 kV or FELC photo electric cells.

This design generally meets the requirements of BS5489-1
2013 Class P5

All column symbols are not to scale and locations are an indication.

All columns should be installed to the back of the football or the maintained margin.

All works to be safely undertaken in accordance with current East Sussex County Council specifications. Temporary Traffic safety and management shall conform to the recommendations of chapter 8 of the Traffic Signs Manual/Safety Street Works and Road Works code of Practice 2013.

Notes
1. Any alterations to the positions of columns and associated equipment shown on this drawing must be referred to the designer to ensure compliance with lighting level requirements.

2. Column numbers shown are for reference only; Client to assign identification numbering in line with Local Authority specifications where required.

3. In order to avoid future maintenance issues, the planting of trees and shrubbery in the vicinity of lighting columns should be avoided. Where necessary and existing trees should be cut back and maintained to ensure lighting column efficiency. The Tree preservation Officer should always be consulted before such works commence.

4. Although every effort has been made to minimise unwanted light spill onto private property this cannot be completely avoided. Therefore any requests received from local residents during the construction period or maintenance period for the installation of shields must be undertaken at the developers' expense.

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Environment and Leisure Committee

13th March 2017

Agenda Item 7.2.

REQUEST FROM SOUTHERN WATER FOR PERMISSION TO DISCHARGE WATER ONTO TOWN COUNCIL LAND AT HARLANDS FARM

1.0 Summary

- 1.1 The report details a request by Southern Water to discharge water onto Town Council land to the rear of 4 Kingfisher Close to alleviate flooding to the garage and driveway.

2.0 Proposed Works

- 2.1. The Town Council has been advised by Southern Water that in order to mitigate the problem of flooding to the garage and driveway of 4 Kingfisher Close they intend to construct a new chamber in the driveway and install a high-level overflow pipe onto Town Council land to the rear of the property which will divert into a small ditch.
- 2.2. It is proposed that a small headwall be constructed in the bank on the Council's land to ensure that the overflow remains visible and clear of debris.
- 2.3. Southern Water will serve notice under the Water Industry Act 1991, however before serving the notice they need to seek the Town Council's permission to discharge water onto its land and will seek to do this by way of a Deed of Grant.
- 2.4. The attached paperwork shows details of the proposed works together with the location of the property in relation to the Town Council land and details of the overflow headwall. (Attached)

3.0. Deed of Grant

- 3.1. The Town Council has been asked and in the past for similar works including sewage easements. These have been granted subject to the utility company paying all legal costs and a financial sum being made for the Deed of Grant.
- 3.2. The granting of a sewage easement for the development of the Sunnybrooke development across the bottom section of Hempstead Fields recreation ground resulted in a £4,000 fee being paid to the Council however, it must be noted that this was to a much larger scale.
- 3.3. Southern Water is proposing that a fee consideration of £300 be paid to the Town Council for their Deed of Grant plus reasonable legal fees. (Attached)

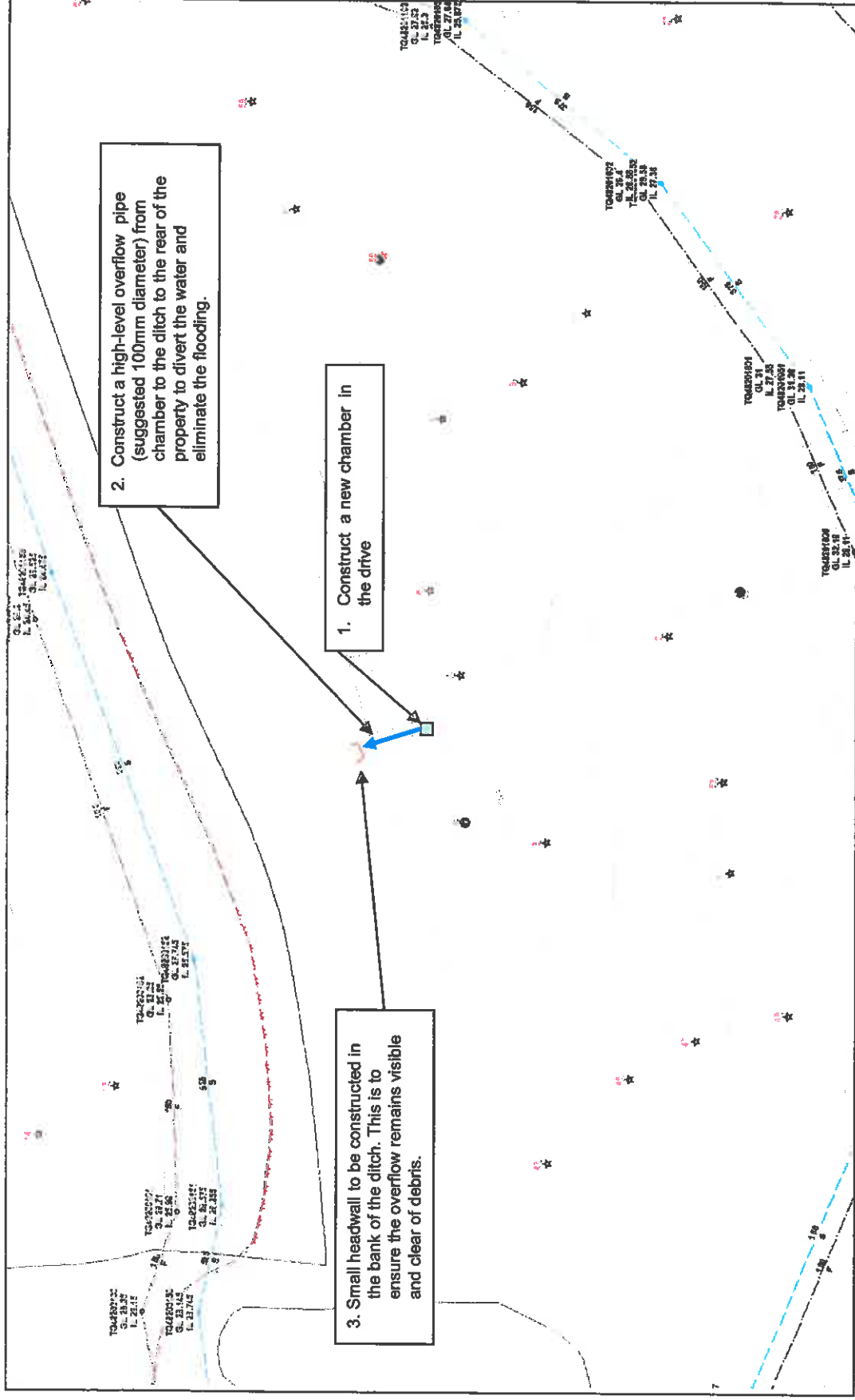
4.0. Recommendation

- 4.1. Members are asked to consider the report and advise the Clerk accordingly.

Contact Officer: Christine Wheatley

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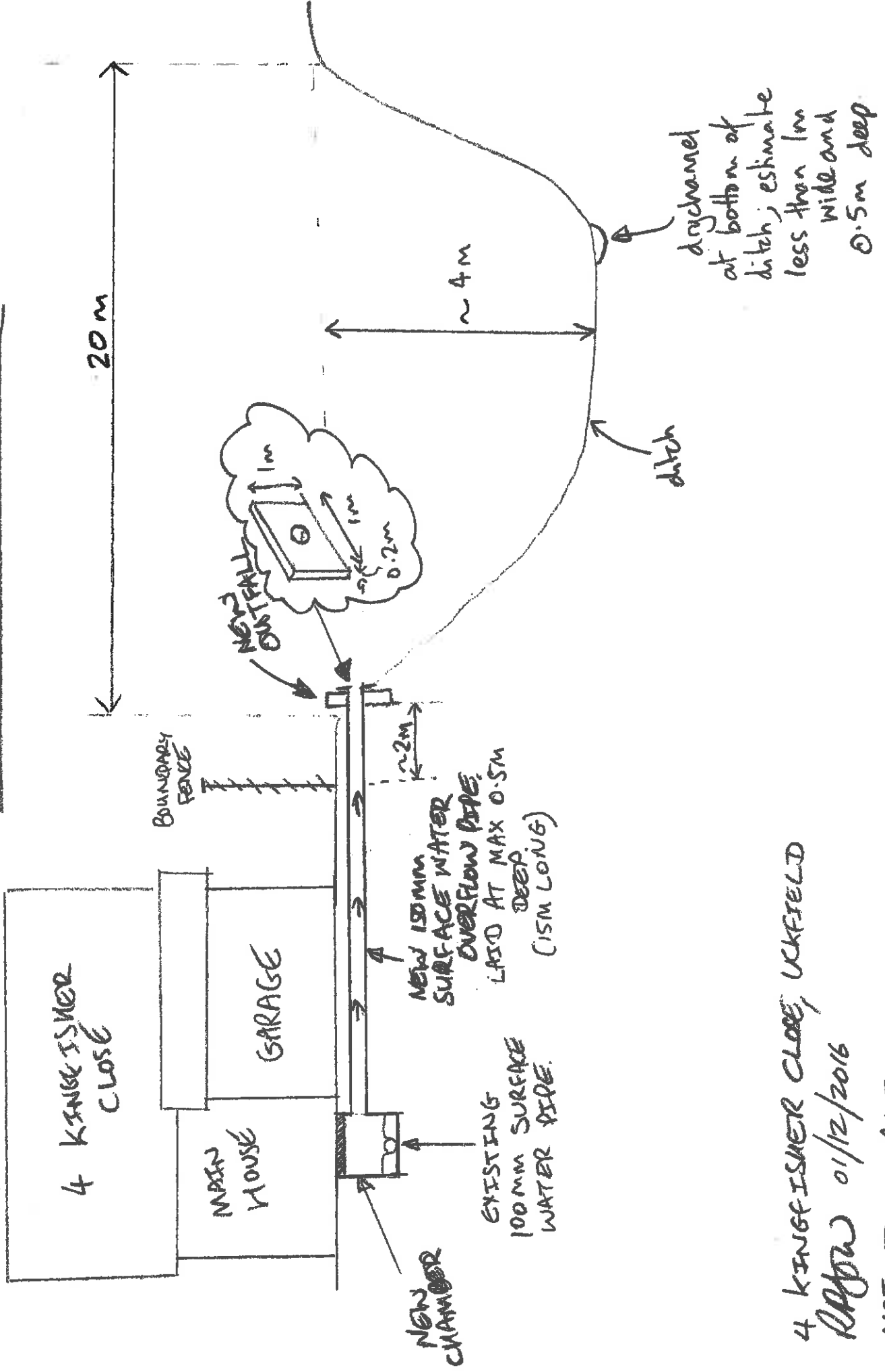
Mapinfo Location Plan (Wastewater networks)



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CROSS-SECTION THROUGH PROPOSED OVERFLOW AT 4 KINGFISHER CLOSE, UCKFIELD



4 KINGFISHER CLOSE, UCKFIELD
 RABW 01/12/2016
 NOT TO SCALE

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1.1	"the Apparatus"	means the surface water sewers outfalls and any accessories thereto as defined by Section 219 of the Water Industry Act 1991 as indicated on the plan numbered JN 630017 0Z0501 A annexed hereto as are within the Protected Strip defined below
1.2	"the Protected Strip"	means that strip of land shown on the plan annexed hereto and thereon coloured yellow
1.3	"the Dominant Tenement"	means the undertaking of Southern Water within its area as particularised in Southern Water's "Instrument of Appointment" as a sewerage undertaker and taking effect under the Water Act

1989 and the properties and rights forming part thereof

- 1.4 "the Servient Tenement" means the balancing pond to which the Apparatus discharges part of which is within the Protected Strip

2. WHEREAS :

- 2.1 The Grantor is registered as Proprietor with absolute title under the Title Number above referred to of the freehold land which includes the Protected Strip
- 2.2 Southern Water proposes to adopt the Apparatus within the Protected Strip
- 2.3 The Grantor has agreed for the sum of Three Hundred Pounds (£300.00) to grant to Southern Water such perpetual easements rights powers and privileges in respect of the Protected Strip

NOW THIS DEED WITNESSES :

3. Rights

In consideration of the sum of Three Hundred Pounds (£300) now paid to the Grantor by Southern Water (receipt whereof the Grantor hereby acknowledges) the Grantor hereby grants with full title guarantee the following perpetual right to Southern Water for the benefit of the Dominant Tenement and each and every part thereof namely the right of having retaining using inspecting the condition of reconstructing replacing relaying altering maintaining cleansing repairing conducting and managing the Apparatus in through under over or upon the Protected Strip and having and enjoying the free flow and passage of water with or without other matters through any part of the Apparatus as shall be a pipe and to discharge from the Apparatus into the Servient Tenement within or adjacent to the Protected Strip and to increase or decrease such discharge and for

such discharge to flow along and within the said Servient Tenement and the right at any time to take samples of such discharge

EXECUTED by the parties as a Deed by the parties hereto but not delivered until the day and year first above written

Executed as a Deed by affixing the Common)
Seal of UCKFIELD TOWN COUNCIL)
in the presence of: -)

Executed as a Deed by affixing the Common)
Seal of SOUTHERN WATER SERVICES)
LIMITED in the presence of :-)

Assistant Company Secretary

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Meeting of the Environment & Leisure Committee

13th March 2017

Agenda Item 8.1

REQUEST FOR THE TEMPORARY ACCESS FROM VICTORIA PLEASURE GROUND TO ST. PHILIPS CATHOLIC PRIMARY SCHOOL TO BECOME PERMANENT

1.0. Summary

- 1.1. The reports set out a request from St Philips Catholic Primary School for the temporary access at Victoria Pleasure Ground to the school to become permanent.

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. Members will recall that planning permission had been granted for the development of the old convent site. The development will consist of 14 dwellings and take approximately two years to complete.
- 2.3. Access to the development on completion will be via Old Timbers Lane. Eventually traffic will be able to exit the school through the development and out onto Old Timbers Lane. The access from the school through the development will be one way only.
- 2.4. During the construction period the Diocese of Arundel and Brighton proposed that a temporary footpath be constructed from Victoria Pleasure Ground to the school as follows:

"The Diocese of Arundel and Brighton would be responsible for all costs associated with the access licence including all parties legal fees for the preparation of any documentation, the cost of opening up the access route to the school (including the provision of a gate, footpath, safety barriers, signage etc.) and for the reinstatement of the land and boundary at the end of the licence period.

The parties to the licence will be the Town Council, the Governors of the school and the Diocese. The use of the access is intended for pupils arriving at the school on foot on land the governors will positively discourage parents from the use of the Pleasure Garden's car park as a drop off for pupils arriving by car, both during the development and after.

The licence will be for the duration of the construction of the new housing development on Old Timbers Lane and the Diocese will undertake to reinstate the verge and opening in the boundary to the condition that existed prior to the provision of the access. The diocese architect is arranging a topographical and tree survey for the area in question following which detailed drawings will be prepared showing the temporary footpath, gate and safety fencing for agreement

with the Town Council including all materials. A photographic record will be taken of the area and agreed with the Town Council prior to any works for the purpose of reinstating the land to its existing condition at the end of the licence period.

The proposed access is necessary for pupils arriving on foot via the pedestrian routes from the north-west of the school. You will appreciate that it is essential on health and safety grounds to segregate the pupils from construction traffic on Old Timbers Lane as the existing route through the middle of the housing development will be closed off until completion of the development. The Council's cooperation in this regard is most appreciated.

- 2.5. St. Philip's Catholic Primary School also supported the application for the temporary access.
- 2.6. The Committee at their meeting on the 25th November 2013 the Committee agreed:

EL.036.11.13 *Following further discussion regarding the condition of Old Timbers Lane it was **RESOLVED** that as a term to granting an access license the developer is to provide in writing his willingness to up-grade and resurface Old Timbers Lane including the top section to Victoria Pleasure Ground.*

Should pedestrian access be granted this would only be temporary permission.

- 2.7. The developer agreed to the up-grade of Old Timbers Lane and a licence was granted. The parties to the licence were the Town Council, the Governors of the school and the Diocese.
- 3.0. **New request from the School for the temporary access to become permanent.**
- 3.1. The development is nearing completion and the Governing Body of St Philips Catholic Primary School has requested the following:

"We have a request to raise with the Town Council which may need to be referred to the plans committee for consideration.

We are grateful to the Town Council for allowing St Phillips a temporary pedestrian access from the school directly onto Victoria Pleasure Ground whilst the new houses are being constructed on the old convent site.

Once the houses are completed, our pedestrian access will be restored via the new development and onto Old Timbers Lane.

During the residential development, we have noticed that some of our parents dropping off children by car have used the car park at VPG for a short period around morning and afternoon drop off / collection times. This has had the effect of reducing congestion at the front of the school / church and minimising pedestrians on Old Timbers Lane, where there is not a separate footpath at the top section into VPG. We think this is a safer arrangement for our pupils.

We also have quite a few families who walk to school from the Forge Rise estate and the footpath access from VPG is convenient for them and eliminates the

need to walk down the shared surface part of Old Timbers Lane, where a footpath is not provided.

We are therefore enquiring whether the Town Council will consider allowing the footpath link from St Philips to VPG to remain on a permanent basis. Our request is based upon maintaining the safest access route to school for our pupils.

I hope that the Town Council will consider our request and I will be pleased to answer any question”.

- 3.2. The Diocese of Arundel and Brighton Education Service has supported the request as follows:

“We have been consulted by St Philip’s RC Primary over our views on the potential for converting the temporary access at the rear of the school into a permanent arrangement.

The Education Service have, in turn, consulted with the appropriate senior colleagues within the Diocese and I am authorised to confirm to you that we fully support the proposal, since we believe that this will improve safety for pupils and parents.

I have pointed out to the school that there are things to consider:

1. The Council may require the variation to be documented which will incur legal costs.

2. The access will need to be kept private as a right of way could be created for the public .This will require the gates to be kept locked out of school hours together with someone to open/close .

The school has acknowledged that they understand these point”..

4.0. Legal Implications

- 4.1. The Town Council’s solicitor has advised:

“At the present time the right of way is for a limited period. If it is proposed to retain the footpath I would recommend that the time limit be removed but that you still reserve the right in the future to close or reroute the right of way. If it is just made permanent you could find that in the future it hampers future plans for the surrounding land. If it is permanent you might want to reserve the right to ask for a contribution towards maintenance”.

- 4.2. If the request is granted Members may also wish to consider that all legal fees are met by the Diocese and the School.

5.0. Recommendation

- 5.1. Members are asked to consider the report and advise the Clerk accordingly.

Contact Officer: Christine Wheatley

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Meeting of the Environment & Leisure Committee

13th March 2017

Agenda Item 8.2

TO CONSIDER FUNDING THE EXTENDED 262 SATURDAY BUS SERVICE, FROM FOREST ROW TO HEATHFIELD IN 2017/18

1.0. Summary

- 1.1. This report presents information on recent proposals from East Sussex County Council which plan to alter the current Saturday 262 Bus Service run by North Wealden Community Transport Partnership, to extend the route from Forest Row to Heathfield.
- 1.2 Members are asked to consider the proposals put forward by the County Council and whether they wish to provide financial support to the amended service within 2017/18.

2.0. Background

- 2.1. Members will recall that in 2016/17, a request was made by the North Wealden Community Transport Partnership (NWCTP) for the parishes of Maresfield and Uckfield to provide financial support to the Saturday 262 bus service.
- 2.2 The current Saturday 262 bus service starts in Hartfield and travels to Uckfield via Ashdown Forest, Nutley and Maresfield; then returning to Hartfield via a circular route through the Ashdown Forest. This route provides a service for tourists/visitors to the area and there is a connection en route for service users to get to Forest Row and East Grinstead.
- 2.3 In 2016/17, Uckfield Town Council provided £3,200 in funding towards the service which was originally set up to replace the contracted Saturday 261 Service delivered by Seaford and District Bus Services between East Grinstead and Uckfield. Maresfield Parish Council also provided £3,200 in match funding in 2016/17 and £1,000 was contributed by the Wealden Bus Alliance to enable the service to run. It has since been advised that any surplus funding received from the return on concessionary fares during 2016/17 would be passed to the two contributing parish (and town) councils for their use. The NWCTP are a 'not for profit' company, using mainly volunteers to run their community bus services. Their funding calculations therefore cover the basics of running the service only.
- 2.4 In the past year, the 262 Saturday service has been used by walkers and visitors to the area, and people needing to access services in Uckfield from the Forest or rail services at East Grinstead.
- 2.5 By the end of January 2017, (36 weeks of service) they had issued a total of 547 tickets (438 of them concessionary fares). There were a number of regular passengers, but the majority were occasional users visiting the area.
- 2.6 Members will be aware from recent communications that further cuts have been made to bus services in the local area. The 231 Bus Service calling at Etchingham, Burwash, Heathfield, Blackboys, Framfield and Uckfield run by Compass Travel has altered and reduced its timetable on weekdays as a result of passenger numbers decreasing. They have also made a decision to stop the 231 service on Saturdays with its last day of operation on 18th February 2017.

- 2.7 As a result of the short notice in changing this service, East Sussex County Council have been in contact with the NWCTP to see if they could assist. They have proposed that the current Saturday 262 service linking the Ashdown Forest, Nutley, Maresfield and Uckfield be extended to run from Forest Row to Heathfield via the western side of Ashdown Forest, Nutley, Maresfield, Uckfield, Framfield, Blackboys, Cross in Hand and Heathfield. This would alter the current service route which carries out a circular route around the Forest. The new route would travel along the western side of the Forest only. On initially liaising with the NWCTP, this would be possible to Heathfield only, so as not to affect the timetable too much and the service would only run until the early afternoon so as not to extend the day too much for the driver(s). A very early draft timetable has been created which still needs substantial work but suggests that three journeys are made from Forest Row to Heathfield leaving at approximately 8.30am, 10.35am and 12.35am and the bus would return to Forest Row almost immediately after arriving in Heathfield (leaving at 9.30am, 11.30am and 1.30pm).
- 2.8 In order to ensure fairness in contributions, the County Council and NWCTP have suggested that funding be sought by the relevant proportion in terms of the tax base in each parish/town. Estimated funds would therefore be as follows for the five parishes through which this service would run over the 52 weeks of the year. As with 2016/17, each Parish/Town Council would receive a share of service 262 fares income and concessionary fares reimbursement (surplus only).

Hartfield to Uckfield as Current

<i>Parish</i>	<i>Tax Base</i>	<i>Percentage</i>		<i>Share of Cost</i>
Hartfield	1040.90		£8,680.40	Excluded
Maresfield	1765.90	24.51%	£8,680.40	£2,127.72
Uckfield	5438.40	75.49%	£8,680.40	£6,552.68
	7204.30	100.00%		£8,680.40

Forest Row to Heathfield

<i>Parish</i>	<i>Tax Base</i>	<i>Percentage</i>		<i>Share of Cost</i>
Forest Row				
Row	2154.60	14.06%	£10,058.08	£1,413.86
Maresfield	1765.90	11.52%	£10,058.08	£1,158.80
Uckfield	5438.40	35.48%	£10,058.08	£3,568.72
Framfield	897.60	5.86%	£10,058.08	£589.01
Heathfield	5071.10	33.08%	£10,058.08	£3,327.69
Total	15327.60	100.00%		£10,058.08

- 2.9 All five parish/town councils are addressing their members with these proposals. To date, Forest Row Parish Council have agreed in principle but recognise as with all parishes that as no allocation was made in the precept for 2017/18, any funding provided would need to be found from reserves. Maresfield Parish Council also reported that their members agreed to support the initiative, subject to final details and cost allocations. Framfield Parish Council and Heathfield Town Council will be addressing their members in the next fortnight.
- 2.10 As a result of the short notice, the County Council have offered to fund the proposed extended Saturday service between Saturday 26th February and Saturday 25th March inclusive.

3.0. Recommendations

- 3.1 Members are asked to consider the above proposals and advise the Clerk whether they wish to support this proposal subject to the decision of the four other parish councils.

Background papers: None

Contact Officer: Holly Goring

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Meeting of the Environment & Leisure Committee

13th March 2017

Agenda Item 8.3

Update on the Hughes Way Play Area

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 be aware that prior to the budget setting process for 2017/2018 it was agreed that Hughes Way play area would be the next area to upgrade.

- 2.2. In the 2017/2018 budgets a sum of £50,000 was set aside for the upgrade.

- 2.3. To establish if the scheme could proceed on this budgeted figure, a play equipment company was invited to visit the site and give their opinion. Drawings and an estimate received confirmed that an upgrade could be achieved within this budget. Further grant funding is also being sought by Church Coombe Community Association to support works to the play area to improve the ground and/or planting.

3.0. Survey

- 3.1. In order to capture the initial views of residents living in close proximity of the play area and to understand the needs of local families in this area, a short survey was designed for use as a part of an initial consultation exercise.

- 3.2 Two sessions were arranged (*Saturday 25th February 10am – 12noon and Wednesday 1st March 4.30pm – 6.30pm*) whereby a small group of volunteers visited properties within the area in pairs, to run through the survey. Volunteers consisted of Town Councillors and representatives from Church Coombe Community Association.

- 3.3 Over these two dates, volunteers visited a total of 211 properties in the following roads:

- Hughes Way;
- North Row;
- Manor Close;
- Manor End;
- Manor Way and small section of The Drive;
- Small section of Norfolk Way/High Street.

- 3.4 Volunteers completed a total of 53 surveys during these two sessions, and delivered a copy of the survey through the door of properties where there was no answer. As of Friday 3rd March 2017 a further 15 surveys had been collected, and volunteers would be returning to collect the remaining surveys over the next week.

- 3.5 The results of this initial consultation exercise will now be analysed and reported back to the committee to help inform the projection specification for Hughes Way Play Area.

4.0. Recommendations

- 4.1 Members are asked to note the report.

Background papers: None

Contact Officer: Christine Wheatley/Holly Goring

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Meeting of the Environment and Leisure Committee

Monday 30th January 2017

Agenda item 8.4

FOOTPATH IN NIGHTINGALE WOOD

Whilst driving south along the Eastbourne Road before Christmas I saw several mothers with children in tow, walking to Harlands School, and it occurred to me that a connecting path through Nightingale Wood, behind Bullfinch Gardens would be quicker, safer and more pleasant.

I have spoken to Mrs Newman of Harlands School and there are currently around 36 children who live in Fernley Park and surrounding roads, which attend the school.

The school were enthusiastic about the idea and felt it would be a good incentive to encourage good health and wellbeing and walking to school.

Councillor Chris Macve

Points to consider:

- Nightingale Wood is in Town Council ownership;
- Some of the land in question is owned by a third party;
- There is already a public footpath, No 12b that runs from Eastbourne Road through Nightingale Wood to Harlands Primary School and beyond. The Eastbourne Road section has recently been improved with the installation of sleepers by the County Council;
- Nightingale Wood is covered by a blanket Tree Preservation Order and no trees could be felled without the prior permission of Wealden District Council;
- Advice and guidance could be sought from East Sussex County Council Rights of Way Team and the Town Council's Ranger to explore whether a further footpath would be feasible;
- The Town Council's budget has already been set for 2017/18 so it would be unlikely that any works could take place in 2017/18. If viable, costs would need to be explored for potential delivery in the longer term;
- Although the school is in favour of a path would families actually use the footpath;
- An initial survey of potential users could be carried out.

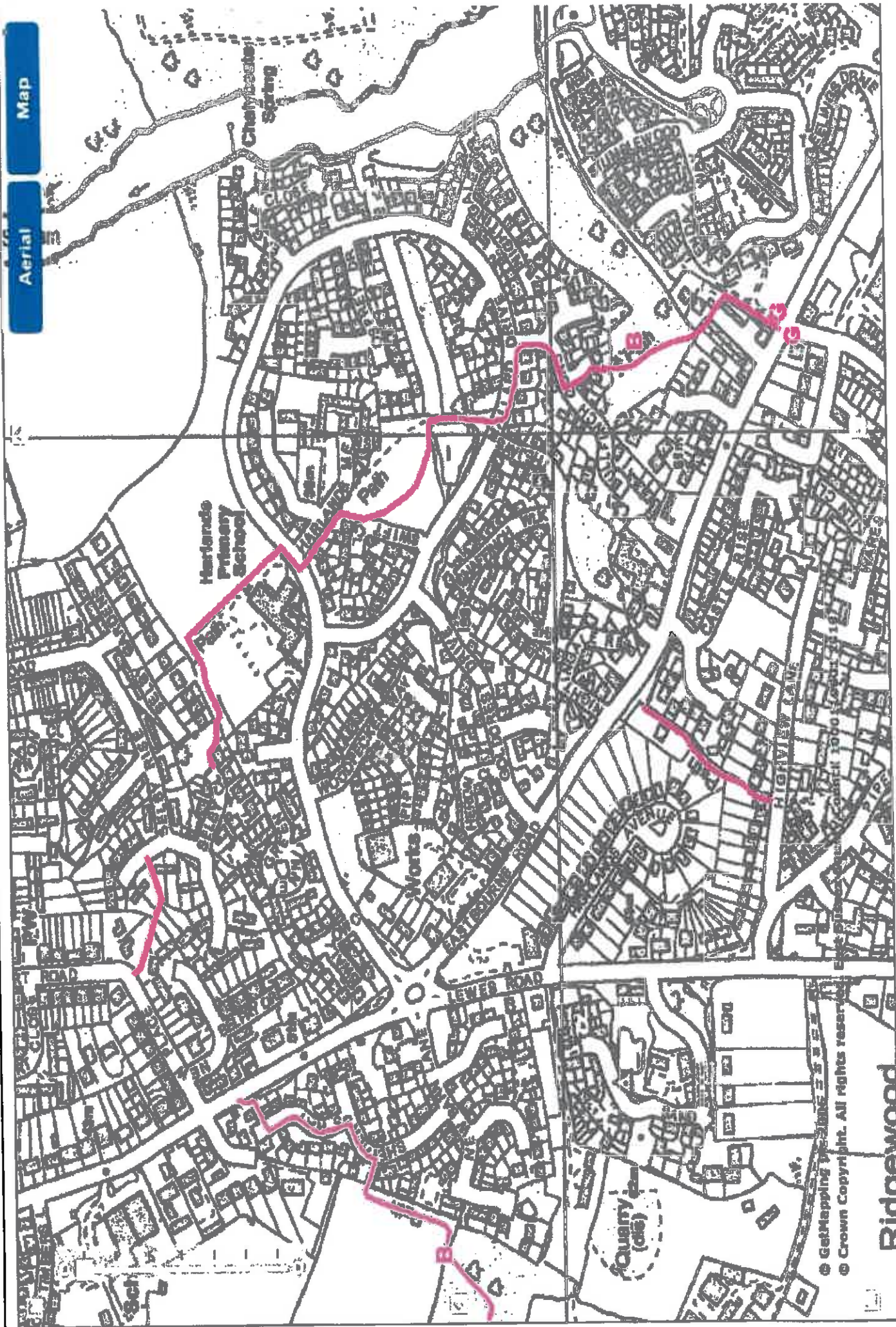
Recommendation:

Members are asked to consider the above proposal and advise the Clerk whether they wish to explore this option further.

Appendices:

Appendix A: Map showing the existing location of public footpath 12b

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Harlands
Primary
School

Chalybeate
Spring

B

C

Quarry
(dis)

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Ridgewood

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Meeting of the Environment and Leisure Committee

Monday 13th March 2017

Agenda Item 9.2

REPORTS FROM WORKING GROUPS: SERVICES WORKING GROUP

The original remit of the Services Working Group (as agreed in May 2016) was:

- a) assisted by direction from Full Council, to establish the extent to which public services provided by Wealden District Council and East Sussex County Council have been reduced or removed the council year 2016/2017;
- b) to inform Town Councillors on how these changes might affect Uckfield residents and how the Town Council is expected to discharge its duties and responsibilities;
- c) to identify and evaluate opportunities for the Town Council to take over the provision of the same or similar service ;
- d) to recommend a process of engagement with the District Council and/or County Council to discuss initiatives they may promote in relation to how public services are provided in Uckfield.

In 2016/17, the working group:

- put forward proposals to develop a Litter Bin Policy to effectively manage enquiries from Residents' Associations and areas of the town where more attention was required – this has been completed and was approved by Environment and Leisure Committee on 24th October 2016;
- awaited a response from neighbouring parishes on the potential to share grass cutting contract arrangements;
- sought information from the East Sussex Highways Department in respect of fees and charges if Uckfield Town Council were to take on responsibility for grass verge cutting;
- explored the costs and options available through East Sussex Highways Department's Community Extra scheme where the Town Council could fund additional services;
- published its invitation to tender for the main grass cutting contract for the town's parks and open spaces, and awarded the contract to a new company. This three year contract would commence on 1 April 2017.

The Working Group have therefore met their priorities for 2016/17 and have no further work to address at the present time.

It is therefore recommended that the Services Working Group cease to operate until such time that contact is received from the District or County Council in 2017/18 or beyond, to discuss the devolution of their services.

Councillor I. Smith – Chairman of the Working Group

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Meeting of the Environment and Leisure Committee

Monday 13th March 2017

Agenda Item No 10.3.

TO NOTE THE ACTIVITIES OF THE LOCAL NATURE RESERVE COMMITTEES – WEST PARK AND HEMPSTEAD MEADOW

1.0 Summary

- 1.1** The West Park LNR (WPLNR) Supporters Group is holding their first AGM on 30th March in the Hall of the Uckfield United Reformed Church. The Hempstead Meadow LNR (HMLNR) Supporters Group is still seeking a suitable Chairman to lead their committee. Their first AGM is to be arranged. Setting up the banking arrangements for the two groups is progressing led by the Treasurer of the West Park Group

2.0 Current Status of the Reserves

- 2.1** The Ranger has been very active in WPLNR clearing underbrush and shrubs. He has also been continuing an extensive programme of hedge-laying and boundary fence replacement, supported by volunteer helpers.

HMLNR remains very muddy at times and has not required a great deal of activity due to the autumn clearance of grass, underbrush and tree pruning. The clearance of part of the reserve behind Ironstone Way has created a new grassy meadow area and opened up the footpath that leads out into Ironstone Way.

- 2.2** The planning of the replacement of the wooden HMLNR boardwalk by ESCC is progressing. The design and recommended method of replacement has been agreed by the E & L committee. Further details of the work schedule, timings, vehicle and materials movements etc are awaited to conduct a communication exercise with the local residents to ensure no local difficulties.

Report by Cllr Paul Meakin

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