



UCKFIELD TOWN COUNCIL

Council Offices, Civic Centre
Uckfield, East Sussex, TN22 1AE

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Town Clerk – Holly Goring

A Meeting of the **Environment and Leisure Committee** to be held on
Monday 15th October 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 3rd September 2018

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. To note the income and expenditure report

(Attached)

5.3. To start considering new initiatives for the draft budget 2019/20

(Attached)

5.4. Fees & Charges

(Attached)

6.0. ADMINISTRATION

- 6.1. Minutes of the Strengthening Local Relationships Liaison Meeting of 25th July 2018
(Attached)
- 6.2. To consider the adoption of a Drone Code
(Attached)
- 6.3. Minutes of the Allotment Conference Meeting of 11th September 2018
(Attached)

7.0. ENVIRONMENT

- 7.1. Proposed Locations for Biodegradable Dog Bag Dispensers
(Attached)

8.0. LEISURE

Nothing to report

9.0. REPORTS FROM WORKING GROUPS

- 9.1. Road Safety
(Attached)
- 9.2. Speed Indication Device (SID)
(Attached)
- 9.3. Battles Over – A Nation's Tribute

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
(Nothing to report)
- 10.3. Uckfield and District Twinning Association
(Nothing to report)
- 10.4. Age Concern
(Nothing to report)
- 10.5. Luxford Centre Management Committee
(Attached)
- 10.6. Active Uckfield Group
(Attached)
- 10.7. Wealden Bus Alliance
(Nothing to report)

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 To consider a report on the Civic Centre's Events and Marketing programmes
(Attached)



Town Clerk
9th October 2018

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Environment Leisure Financial Forecast as at 31st August 2018

| | Apr 18 Actuals £ | May 18 Actuals £ | Jun 18 Actuals £ | Jul 18 Actuals £ | Aug 18 Actuals £ | Actuals to Date | Budget to Date | Sep 18 Budget £ | Oct 18 Budget £ | Nov 18 Budget £ | Dec 18 Budget £ | Jan 19 Budget £ | Feb 19 Budget £ | Mar 19 Budget £ | Total £ | 2018/2019 Budgets |
|---|------------------------|------------------------|------------------------|------------------------|------------------------|--------------------|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------|----------------------|
| Sales | | | | | | | | | | | | | | | | |
| Weald Hall Events | 557 | 328 | 640 | 149 | 340 | 2,014 | 2,500 | 3,500 | 3,500 | 1,500 | 20,000 | 2,000 | 4,000 | 5,000 | 41,514 | 42,000 |
| Allotments | 18 | (3) | 50 | (12) | 0 | 53 | 130 | 0 | 5,070 | 0 | 0 | 0 | 0 | 0 | 5,123 | 5,200 |
| Allotment Deposit | (50) | 50 | 150 | 50 | 50 | 250 | 200 | 300 | 0 | 0 | 0 | 0 | 0 | 0 | 550 | 500 |
| Playing Fields & Pitches, Sport Income | 387 | 62 | 2,448 | 9 | 154 | 3,060 | 2,950 | 0 | 0 | 0 | 5,050 | 0 | 0 | 0 | 8,110 | 8,000 |
| Playing Fields & Pitches, Event Income | 0 | 687 | 1 | 175 | 3,669 | 4,532 | 4,575 | 0 | 0 | 0 | 0 | 0 | 0 | 25 | 4,557 | 4,600 |
| WDC - West Park Culverts Agreement | 350 | 0 | 0 | 0 | 0 | 350 | 350 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 350 | 350 |
| Cemetery - Interments | 4,839 | 0 | 6,074 | 1,436 | 592 | 12,941 | 9,684 | 1,938 | 1,938 | 1,938 | 1,938 | 1,938 | 1,938 | 1,938 | 26,507 | 23,250 |
| Cemetery - Memorials | 866 | 153 | 358 | 1,181 | 563 | 3,121 | 2,000 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 5,921 | 4,800 |
| Cemetery - Sundry income | 0 | 0 | 82 | 0 | 0 | 82 | 226 | 0 | 0 | 112 | 0 | 0 | 0 | 112 | 306 | 450 |
| Cemetery Maintenance Charge | 658 | 0 | 282 | 188 | 94 | 1,222 | 1,456 | 292 | 292 | 292 | 292 | 292 | 292 | 292 | 3,266 | 3,500 |
| Env. Sundry Income | 0 | 83 | 0 | 0 | 0 | 83 | 85 | 0 | 15 | 0 | 0 | 0 | 0 | 0 | 98 | 100 |
| Litter/bus station | 0 | 0 | 324 | 0 | 324 | 648 | 320 | 320 | 0 | 0 | 320 | 0 | 0 | 320 | 1,608 | 1,280 |
| Roundabout income | 436 | 0 | 0 | 0 | 0 | 436 | 450 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 436 | 450 |
| Total Sales | 8,061 | 1,360 | 10,409 | 3,176 | 5,786 | 28,792 | 24,926 | 6,750 | 11,215 | 4,242 | 28,000 | 4,630 | 6,630 | 8,087 | 98,346 | 94,480 |
| Purchases | | | | | | | | | | | | | | | | |
| Clothing - Corp/Prot, Outdoor staff | 56 | 0 | 49 | 116 | 0 | 221 | 226 | 0 | 237 | 0 | 0 | 0 | 0 | 237 | 695 | 700 |
| Weald on the Field & Revival | 790 | 449 | 1,269 | 2,924 | 3,224 | 8,656 | 3,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8,656 | 3,000 |
| Street Lights, Supply & Maintenance | 50 | 0 | 0 | 0 | 0 | 50 | 0 | 0 | 0 | 0 | 0 | 0 | 9,000 | 0 | 9,050 | 9,000 |
| Street Light Repairs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,200 | 0 | 3,200 | 3,200 |
| Bus Shelters | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 60 | 0 | 60 | 60 |
| Allotments | 347 | 0 | 175 | 0 | 0 | 522 | 847 | 169 | 169 | 169 | 169 | 169 | 169 | 169 | 1,705 | 2,030 |
| Playing Fields and Pitches | (18) | 619 | 19,250 | (7,971) | 336 | 12,216 | 14,020 | 0 | 0 | 280 | 0 | 1,800 | 0 | 2,900 | 17,196 | 19,000 |
| Play Areas | 73 | 242 | 743 | 2 | 115 | 1,175 | 1,059 | 1,000 | 0 | 541 | 0 | 0 | 0 | 0 | 2,716 | 2,600 |
| Cemetery, rates | 115 | 110 | 110 | 110 | 106 | 551 | 535 | 107 | 192 | 107 | 107 | 192 | 0 | 0 | 1,256 | 1,240 |
| Grave digging | 1,600 | 0 | 960 | 0 | 320 | 2,880 | 2,560 | 839 | 0 | 839 | 0 | 837 | 0 | 0 | 5,395 | 5,075 |
| Cemetery, litter | 130 | 130 | 130 | 130 | 130 | 650 | 522 | 104 | 104 | 104 | 104 | 104 | 104 | 104 | 1,378 | 1,250 |
| Cemetery Maintenance | 0 | 0 | 377 | 0 | 0 | 377 | 200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 377 | 200 |
| General Equipment Repairs | 0 | 49 | 236 | 0 | 0 | 285 | 500 | 0 | 500 | 0 | 0 | 0 | 0 | 1,000 | 1,785 | 2,000 |
| New Equipment | 0 | 34 | 100 | 12 | 0 | 146 | 135 | 0 | 0 | 0 | 0 | 0 | 1,865 | 0 | 2,011 | 2,000 |
| Grounds Maintenance Contract | 1,851 | 1,851 | 1,851 | 1,851 | 0 | 7,404 | 10,000 | 2,000 | 2,000 | 2,000 | 0 | 0 | 0 | 0 | 13,404 | 16,000 |
| Grounds Maintenance general | 36 | 331 | 316 | 76 | 889 | 1,648 | 1,392 | 119 | 119 | 119 | 119 | 119 | 119 | 119 | 2,481 | 2,225 |
| Hire of Equipment | 0 | 0 | 100 | 0 | 0 | 100 | 100 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 | 100 |
| LNRS & Sites of Interest - Ranger | 2,171 | 2,379 | 2,277 | 2,277 | 2,270 | 11,374 | 11,356 | 2,272 | 2,272 | 2,272 | 2,272 | 2,272 | 2,272 | 2,272 | 27,278 | 27,260 |
| LNRS & Sites of Interest - Working budget | 0 | 95 | 432 | 94 | 0 | 621 | 846 | 290 | 450 | 290 | 450 | 442 | 442 | 290 | 3,275 | 3,500 |
| Transit | 0 | 0 | 295 | 81 | 0 | 376 | 616 | 226 | 226 | 226 | 226 | 226 | 226 | 228 | 1,960 | 2,200 |
| Ford Ranger | 60 | 86 | 64 | 62 | 380 | 652 | 919 | 183 | 183 | 183 | 183 | 183 | 183 | 183 | 1,933 | 2,200 |
| Tractor maintenance & running costs | 48 | 0 | 47 | 0 | 638 | 733 | 200 | 800 | 0 | 100 | 0 | 400 | 0 | 500 | 2,533 | 2,000 |
| Movano Vehicle | 78 | 84 | 85 | 79 | 85 | 411 | 919 | 183 | 183 | 183 | 183 | 183 | 183 | 183 | 1,692 | 2,200 |
| Fencing | 524 | 97 | 0 | 56 | 0 | 677 | 625 | 0 | 375 | 0 | 0 | 0 | 0 | 0 | 1,052 | 1,000 |
| Trees | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,000 | 0 | 0 | 0 | 2,500 | 0 | 4,500 | 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 | 0 | 0 | 0 | 0 | 0 | 550 | 0 | 0 | 0 | 550 | 550 |
| Litter Collection, Open spaces | 284 | 506 | 363 | 337 | 426 | 1,916 | 1,647 | 329 | 329 | 329 | 329 | 329 | 329 | 329 | 4,219 | 3,950 |
| Horticulture | 0 | 0 | 0 | 0 | 0 | 0 | 150 | 0 | 0 | 0 | 0 | 150 | 0 | 0 | 150 | 300 |
| Weald Hall Events | 2,554 | 369 | 2,000 | 156 | 72 | 5,151 | 5,250 | 2,500 | 2,500 | 500 | 11,250 | 500 | 2,000 | 2,500 | 26,901 | 27,000 |
| Corp Dev - Signage outside areas | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 250 | 250 | 250 |
| Roundabouts exp | 0 | 24 | 0 | 0 | 0 | 24 | 24 | 0 | 76 | 0 | 0 | 0 | 0 | 0 | 100 | 100 |
| Groundsmen - Salaries | 5,164 | 7,280 | 6,150 | 6,691 | 7,076 | 32,361 | 33,620 | 6,723 | 6,723 | 6,723 | 6,723 | 6,723 | 6,723 | 6,723 | 79,422 | 80,681 |
| Groundsmen - National Insurance | 431 | 618 | 458 | 458 | 458 | 2,423 | 2,864 | 572 | 572 | 572 | 572 | 572 | 572 | 572 | 6,427 | 6,868 |
| Groundsmen - Pension | 1,096 | 1,197 | 1,152 | 1,152 | 1,131 | 5,728 | 7,429 | 1,486 | 1,486 | 1,486 | 1,486 | 1,486 | 1,486 | 1,486 | 16,130 | 17,831 |
| Town Security/CCTV | 56 | 63 | 2,422 | 55 | 56 | 2,652 | 2,681 | 45 | 45 | 45 | 45 | 45 | 45 | 49 | 2,971 | 3,000 |
| Road Safety Week | 0 | 0 | 202 | 151 | 0 | 353 | 1,600 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 353 | 1,600 |
| Floral Displays | 0 | 1,320 | 612 | 442 | 442 | 2,816 | 2,840 | 450 | 0 | 0 | 0 | 0 | 0 | 710 | 3,976 | 4,000 |
| Repair & Replacement street furniture | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,000 | 0 | 0 | 0 | 0 | 2,000 | 2,000 |
| Cleaning Materials | 0 | 46 | 0 | 0 | 20 | 66 | 66 | 0 | 0 | 34 | 0 | 0 | 0 | 0 | 100 | 100 |
| Civic Hospitality | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200 | 200 | 200 |
| Performing Rights | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,000 | 2,000 | 2,000 |
| Event Advertising Marketing | 66 | 800 | 120 | 55 | 320 | 1,361 | 1,192 | 300 | 300 | 500 | 700 | 400 | 350 | 258 | 4,169 | 4,000 |
| Total Purchases | 17,562 | 18,779 | 42,345 | 9,396 | 18,494 | 106,576 | 109,940 | 20,697 | 21,041 | 19,602 | 25,468 | 17,132 | 31,828 | 23,362 | 265,706 | 269,070 |

Environment Leisure Financial Forecast as at 31st August 2018

| | Apr 18 Actuals £ | May 18 Actuals £ | Jun 18 Actuals £ | Jul 18 Actuals £ | Aug 18 Actuals £ | Actuals to Date | Budget to Date | Sep 18 Budget £ | Oct 18 Budget £ | Nov 18 Budget £ | Dec 18 Budget £ | Jan 19 Budget £ | Feb 19 Budget £ | Mar 19 Budget £ | Total £ | 2018/2019 Budgets |
|---|------------------------|------------------------|------------------------|------------------------|------------------------|--------------------|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------|----------------------|
| New Initiatives | | | | | | | | | | | | | | | | |
| HMLNR & WPLNR | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | 500 | 0 | 0 | 0 | 0 | 500 | 500 |
| Adult Goal Posts | 0 | 0 | 0 | 0 | 2,114 | 2,114 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,114 | 2,000 |
| New Cricket Mower | 0 | 0 | 0 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 3,000 | 3,000 | 3,000 |
| Fencing boundary/gate Ridgewood Mill. Green | 0 | 0 | 1,909 | 0 | 0 | 1,909 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,909 | 2,300 |
| Battles Over - A Nations Tribute | 0 | 0 | 0 | 0 | 55 | 55 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 55 | 1,000 |
| Total New Initiatives | 0 | 0 | 1,909 | 0 | 2,169 | 4,078 | | 0 | 0 | 500 | 0 | 0 | 0 | 3,000 | 7,578 | 8,800 |

| Non Budget Items | | | | | | | | | | | | | | | | |
|---------------------------|-------|---|---|-------|-------|---|---|---|---|---|---|---|---|---|-------|---|
| Weald on the Field Income | 1,000 | 0 | 0 | 1,850 | 4,011 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6,861 | 0 |

Meeting of the Environment and Leisure Committee

Monday 15th October 2018

Agenda Item 5.3

TO START CONSIDERING NEW INITIATIVES FOR THE DRAFT BUDGET 2019/20

1.0 Summary

1.1 The draft budgets are presented to Full Council in early December for the following financial year, prior to a final decision being taken on the precept and detailed budget papers on 14th January 2019.

1.2 In order to assist staff with exploring the costs associated with new initiatives and the Town Council's priorities, and to give staff adequate time to obtain quotations and estimates, members are asked to consider now, what new initiatives they may wish to deliver in the next financial year and beyond.

2.0. New initiatives

2.1. At the Environment & Leisure meeting on the 3rd September the following were suggested: -

- | | |
|--|--|
| ○ Safety Surface Hempstead Lane Play Area | £12,500 |
| ○ Funds to promote use of single plastics | 200 |
| ○ Update street maps | £ 2,000 - £3,000 |
| ○ Upgrading of Luxford Field (2/3 year project) | £50,000 |
| ○ Re-visiting grass cutting | Full Council to discuss 22 nd October |

Historical plaques – Weston Super Mare launched a blue plaque scheme with various categories, which the public then voted on. It took approximately a year to finalise the scheme, which included permission from building owners etc. It is suggested that the scheme is promoted and finalized prior to setting aside money for the scheme. This could then be included in the 2020/21 budgets. The cost of a blue plaque is approximately £400.00

| | |
|---|--------|
| Dog Bag Dispenser Scheme £1K for four years (approved EL13.9.18) | £1,000 |
|---|--------|

2.2. At the Business Planning meeting on the 17th September the following items were also suggested: -

- Health and wellbeing action plan – markers etc.
- Permanent flashing speed signs
- Continue exploring the riverside walk
- Better signage for sports facilities and Victoria
- Footpath/cycle signs

2.3. Other items to include:

| | |
|---|--------|
| Adult equipment signs for two sites Includes QR code for mobile phone scanning | £1,340 |
|---|--------|

3.0. Recommendation

3.1. Members are asked to note the report and agree which items they wish to include in the 2019/2020 budgets and which items need to be explored further.

Contact Officer: Christine Wheatley

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Meeting of the Environment & Leisure Committee

Monday 15th October 2018

Agenda Item 5.3. To start considering new initiatives for the draft budget 2019/20

A report on the state of the boardwalk structure at West Park LNR as of July 2018, by UTC Ranger Geoff Pollard.

At West Park Local Nature Reserve there is a boardwalk along the main central path that runs along the western side of the sheep field (Map attached). It was constructed in about 2002 by the East Sussex County Council Countryside Ranger service, who were responsible for managing the land at the time, in order to make public access easier along a stretch of path that has extensive wet areas, especially in the winter. Although the basic structure of the boardwalk is the same throughout it is not one continuous feature but is made up of three main sections of differing lay out with dry soil paths in between.



The original basic structure consists sawn, treated soft wood timbers dug into the ground and then bolted or nailed together to form a subframe that is covered with boards. The uprights on the eastern (sheep field) side are long so that they stand about 1.3 m above ground with a hand rail running from one on the next, whilst the ones opposite are short, hardly projecting above the ground, but form the foundation for the subframe to be attached to. The top of the boards are covered with a strip of closely stapled down chicken wire to provide a non-slip walking surface generally between about 10 cm and 30 cm above the ground on either side.

Section 1

The north eastern section is the biggest with a long curving main section; a long spur to the kissing gate at Saunders Close and a very short spur by the tall notice board for the path to

Rocks Road. The length from the northern end to the long spur is 26 bays (post to post) or 52 metres plus a ramp at the start. The long spur is 13 bays or 26 metres plus a ramp down to the kissing gate. The section along side the sheep field is 13 bays and the very short spur is about 1.5 m long with no hand rail.

Section 2

The middle section is a relatively straight one of 17 bays or 34 metres without a ramp at either end and there is a spur north into the woods of 8 metres in length without a hand rail.

Section 3

The southern section is gently curving one of 28 bays or 56 metres with no ramps or spurs. Up until 3 years ago this was slightly longer at the very southern end with a double curved end that was breaking down so the decision was made to remove this part entirely. This is the only such part.



Since becoming the full time ranger in March 2015 I have undertaken a steady program of repair work to the boardwalk to keep it fit for purpose and safe. This follows several years when very little maintenance work was carried out due to the frequent changes in ranger staff. After more than twelve years the wood rots and splits and the netting corrodes. There have also been incidents of vandalism most recently over the weekend of the 30th of June and 1st of July 2018 when post and rail and boards were broken on the long spur from Saunders Close.

It should be noted that after several repairs in past 3 years the southern section has only needed one repair (to the subframe) so far this year (July 2018) and the middle section has not needed any repair work so far this year; although it is apparent that there are a few boards that will need replacing in the next few months in both parts. By far the most work has been needed on the longest, northern section with more work to be done. The deterioration of the southern end of this part (as it runs alongside the sheep field) has been apparent for several years with soil washed in underneath building up level with the underside of the boards speeding up the rotting process. The boards and subframe are being replaced a bay at a time and the soil dug out so once done this should last for a few years.

When first constructed the chicken wire on the boards was a strip up the middle, held down with cardboard box staples but as sections of this have broken down it has been replaced by wider netting that overlaps the edges of the boards allowing more stapling with 20 mm round staples. This helps to hold the whole structure together even when damaged.



In the first year or so of maintenance much of the repair work involved replacing individual boards that have broken down. These are prised out once the netting has been peeled back and replaced before the netting is safely secured and usually several such could be done in a day on site. More recently it is evident that a few of the upright posts have rotted at about ground level and these have been replaced.





However, it has also become evident that certain parts of the subframe that the boards are nailed to have been rotting and need to be replaced. Any particular job needs to be done within one working day to leave the boardwalk safe for use overnight. The foundation timbers that are dug into the ground are held together just below ground level with bolts that after this length of time have become badly corroded and cannot be removed. This means that if these parts have rotted there is limited repair work that can be done to this to be able to have the structure fully restored and safely functioning by the end of the day. To date all repair projects have been completed within a working day but a time can be seen when there will need to be more than one repair on a given section that has already had this limited work done and thus the viability of that part of the structure will become untenable and should be replaced entirely.

As replacing a whole section would take several days it is most likely that a contractor would be brought in to do this.

The cost of replacing an entire section of the boardwalk is difficult to accurately determine but the following factors need to be taken into account.

What the specification of the new boardwalk would be. Is it to be made to the same design using the same materials in terms of dimensions and quality or should the materials be thicker to resist rot. For instance, the boards could be 20 mm thick instead of 15 mm.

It should be borne in mind that the present design means that each bay consists of

- a long post 2000 mm long by 100 mm by 100 mm thick with a notch in the top for the rail at about £4.50 each.

- Two other foundation pieces (one horizontal and the other dug vertically into the ground) 1000 mm by 100 mm by 100mm at about £££??

- 3 subframe rails 4000 mm by 30 mm by 100mm at about £6.00 each.

- 10 boards each 3000 mm long by 1500 mm wide by 15 mm thick at about £4.40 each

- Plus bolts (approx. 6 per bay) at a cost of ??

- nails (6 per board) at a cost of about £11.00 per bucket of about??

and staples (approx. 14 per board) at a cost of £12.00 per bucket of about 2000

Before any work commences, almost all the wood should be cut to length from the longer materials supplied and any holes for bolts pre-drilled so that once the post holes are dug the fitting together of a bay is as straight forward as possible. The use of nail guns and chainsaws by a contractor is likely to speed up the process and thereby reduce labour costs.

Should the board walk be any longer or even shorter in places? For instance, the short spur into the wood from the middle section end on ground that is muddy in wet weather this should be extended by another 8 metres to finish on a section of the soil path that is almost always firm and dry.

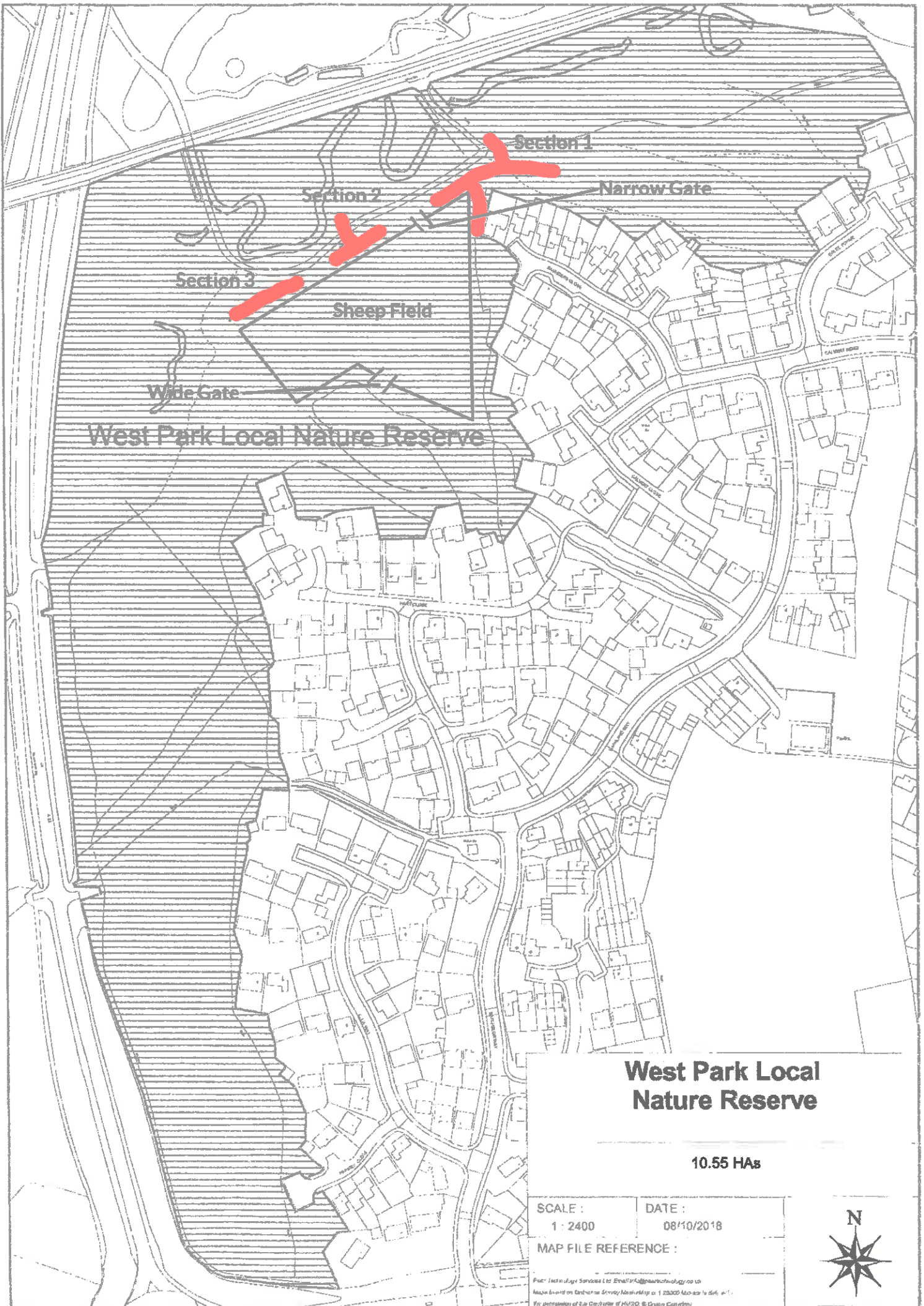
There are several reasons why this should be done in dry summer weather. As the boardwalk is on ground that becomes very wet in wet weather the digging of the holes for the posts in wet conditions becomes untenable. Water continuously seeps in and the sides of the hole are liable to repeatedly collapse. Access would be a lot easier and the days are longer.

Who removes the old board walk us or the contractor and what happens to the removed materials? A clear site is much easier for the contractor to work on. There would be a need to determine if any safe alternative routes for walkers could be put in place whilst the original path is closed for the duration of the work.

The Council is also seeking advise from Wealden District Council on the construction method used for the boardwalk at the newly created SANGS.

Costings are still being obtained for the some of the above items, however it is suggested that the Environment & Leisure Committee puts aside some money in the budgets for replacing the boardwalk over a 2/3-year period.

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Meeting of the Environment & Leisure Committee

15th October 2018

Agenda Item 5.4

Draft 2019/2020 Fees and Charges

1.0 Summary

1.1 Each year as part of the budget setting process, the Town Council is required to review its fees and charges. This includes the fees and charges for allotments, Luxford Field, sport pitches - cricket, football and stoolball, and the Snatts Road Cemetery.

1.2 In the past two years the Committee has agreed to increase all fees by 1.5%.

2.0 Comparisons

2.1 In the past details of other local council fees and charges have been obtained to try and establish a comparison. However, this has proved difficult as in some towns and villages clubs maintain their own football or cricket wicket.

2.2 In the mid Sussex area, all football pitches are owned and maintained by Mid Sussex District Council. Charges have been obtained to try and establish a comparison but the condition of pitches and facilities vary in each area.

3.0 Current Fees and Charges

3.1 A copy of the current rates is attached at Appendix A and B.

4.0 Recommendation

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

Contact Officer:
Christine Wheatley

Terms and Conditions which apply to these facilities will be issued to all hirers

LUXFORDS FIELD

- The casual hire charge for locally based organisations is £56 per day
- Other commercial organisations will be considered upon application to the Town Clerk
- A returnable deposit of £780 is required
- An electricity supply can be made available for which you will be charged at the current unit price by Uckfield Town Council

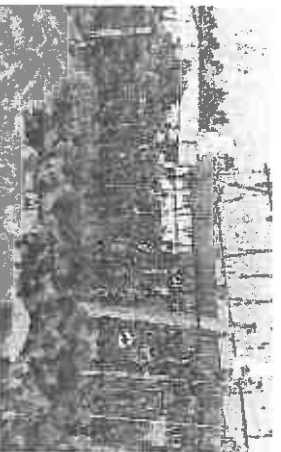
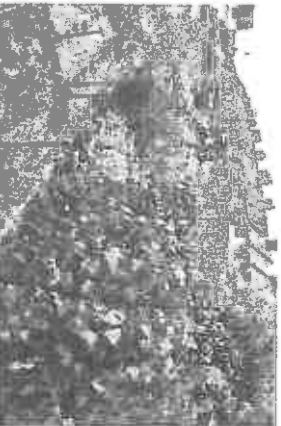
ALLOTMENTS

The annual cost of an allotment plot from 1 October 2018 is £2.24 per 15m² plus an additional water charge.

A deposit of £50 is chargeable when taking on a new allotment (rules apply)

There are five allotment sites:

- Bell Lane
- Bird in Eye
- Framfield Road
- Ridgewood
- West Park



SPORTS FACILITIES FOR HIRE

SPORTS PAVILIONS – hire per hour + VAT

| <u>Pavilion</u> | <u>Non-Commercial</u> | <u>Commercial</u> |
|--------------------|-----------------------|-------------------|
| Victoria Pavilion | £6.34 | £8.88 |
| West Park Pavilion | £6.34 | £8.88 |

GROUND CHARGES - including pavilion facilities Seasonal per team

| <u>Football</u> | <u>Senior</u> | <u>Junior</u> |
|---|-----------------|---------------|
| Victoria | £836 | £361 |
| New Barn Farm | £709 | £361 |
| West Park | £709 | £361 |
| Harlands | £456 | £235 |
| Mini Soccer | ----- | £246 |
| <u>Cricket</u> | <u>Senior</u> | <u>Junior</u> |
| One-off games charged at 5% of Senior charge + VAT | | |
| Victoria (grass wicket) | £1,183 | N/A |
| Victoria (artificial wicket) | £709 | £361 |
| <u>Stoolball</u> | <u>Per Team</u> | |
| Victoria and West Park | £207 | |
| Harlands | £165 | |
| Tournaments | £70 | |

Uckfield Town Council

Council Offices, Civic Centre, Uckfield TN22 1AE

Tel: 01825 762774

www.uckfieldtc.gov.uk

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Please note: All Exclusive Rights, interment and memorial fees in sections 1-5 are DOUBLED for non-parishioners (non-parishioners are those that have lived outside the parish for six months or more)

BURIALS

1. **INTERMENT FEE** (including excavation)
 - a. New grave any depth £622.00
 - b. Re-open existing grave £508.00
 - c. Charges for babies and children on application
 2. **EXCLUSIVE RIGHT OF BURIAL IN EARTHEN GRAVE**
Deed for the Exclusive Right of Burial for a period of 75 years
 - a. Adult over 12 years of age £719.00
 - b. Child between 1 and 12 years of age £237.00
 - c. Babies under 1 year (parishioners only) Nil
(see below)
- The Town Council does not charge for a baby plot for those under 1 year old and will retain the Exclusive Right of Burial unless the plot is purchased at a cost of £237.00. Memorials will be allowed at the council's discretion on un-purchased plots subject to the appropriate fee.

ASHES

3. **THE GARDEN OF REMEMBRANCE**
 - a. Deed for the Exclusive Right of Burial of Ashes for a period of 75 years £342.00
 - b. Interment of cremated remains £125.00
4. **CLOISTERED GARDEN OF REMEMBRANCE**
The Exclusive Right of Burial of Ashes is not required in this section
 - a. Scattering of cremated remains £125.00

5 MEMORIALS

For the right to erect or place a memorial on a grave the Exclusive Right of Burial must be purchased. The Town Council must approve all memorials and inscriptions including those for babies under 1 year old where the council holds the Exclusive Right of Burial.

Headstones only are permitted on the lawn section plot numbers X1 - X325

All memorial sizes must be in accordance with the Cemetery Regulations.

- a. Headstone £153.00 + VAT
- b. Kerb sets including headstone £335.00 + VAT
- c. Kerb sets or book £181.00 + VAT
- d. Tablet – Garden of Remembrance £153.00 + VAT
- e. Plaque – Cloistered Remembrance Wall £153.00 + VAT
(single size) – 25 year licence
- f. Plaque – Cloistered Remembrance Wall £199.00 + VAT
(double size) – 25 year licence
- g. Additional inscription £52.00 + VAT
- h. Vase memorial only £63.00 + VAT
- i. Rose tree £85.00 + VAT

6 OTHER CHARGES

- a. Cemetery maintenance charge £94.00 + VAT
Applicable for all burial and ashes interments
- b. Fee for search of burial records £10.00 + VAT
- c. Transfer of Deed of Exclusive Rights of Burial £41.00 + VAT

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UCKFIELD TOWN COUNCIL



Minutes of the meeting of the Strengthening Local Relationships Liaison Meeting held in the Ashdown Room, Uckfield Civic Centre on Wednesday 25th July 2018 at 9.15am

PRESENT: Cllr. Chris Dowling East Sussex County Council
Ian Johnson East Sussex County Council
John Godfrey East Sussex County Council
Liam Reilly East Sussex County Council
Cllr. D. French Uckfield Town Council

IN ATTENDANCE:

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

1.0 APOLOGIES

Cllr. Claire Dowling, East Sussex County Council

2.0 TO APPROVE THE MINUTES OF MEETING HELD ON 9TH JANUARY 2018

3.0. MATTERS ARISING

Land Drains at West Park

East Sussex County Council are to be asked to look at the drainage area of land owned by them by the West Park allotments as this was overgrown. The Highway Steward is to investigate.

Grange Road yellow lines, kerbs and signage

The refreshing of lineage etc. has been noted as an observation defect by the Highway Steward. This will remain on a list but not a high priority.

Grass verges in Downsview Crescent – update

Concern has been expressed regarding vehicles parking on grass verges in Downsview Crescent. The problem is caused by vehicles dropping off/picking up children from the nearby schools and nursery. Vehicles are also blocking driveways and in one instance a vehicle parked in a resident's drive. Tarmac to replace the grass verges has been dismissed and ESCC are looking to re-instate the grass verges and install posts. Concern was expressed that the installation of posts would only displace the problem elsewhere. No timescale has been given for the works.

This item is ongoing but have been advised that bollards will not be installed.

Speed Limit on London Road and Surveys

The speed survey at Ringles Cross had been completed and ESCC are waiting for the analysing of results. The surveys carried out in other locations paid for by the Town Council are to be sent to ESCC for analysing. These have been analysed and forward to the Town Council.

4.0. ESCC TO CONSIDER MAPPING OF UTILITY PIPES AND TUNNELS IN UCKFIELD

ESCC explained that they hold foul water and SGM (Gas) mapping but are not allowed to share this information.

All information can be obtained from the utility companies direct.

It was explained that for example, if there is a water leak the utility company do not attend the site but expects ESCC to carry out the initial investigation work to establish if it is a water problem. ESCC can re-charge the utility company but have no authority to penalise them. This for example recently happened in Church Street.

ESCC is not aware of any tunnels under ground in the High Street/Church Street but do know that there are redundant sewer pipes, which can sometimes collapse.

5.0. ESCC TO PROVIDE REPORT ON THE CURRENT SITUATION REGARDING 'A' FRAME CHARGES IN THE HIGH STREET

It was explained that the Enforcement Officers brief was to encourage every business to register and obtain a licence, which is covered a 1980 Law. It is free to register online. The first 'A' frame is likely to be tolerated although the current fees are £130 for a two-year licence and double this for merchandise and tables and chairs.

It has been reported that there is an inconsistent approach on how businesses are being advised.

6.0 ANY OTHER BUSINESS

It was confirmed that twinning sign in Lewes Road is to be incorporated into a gateway sign by the developers and should include 'Ridgewood Village'.

The pothole in The Drive has been inspected but is currently not big enough for a repair.

The bridge repairs work in Rocks Road commences on 30th July and will run for 6 week and diversions will be in place.

The items raised by the Town Council, dropped kerbs and bollards near Rock Hall Cottages are to be placed on the next agenda.

6.0 DATE AND TIME OF NEXT MEETING

Monday 14th January 2019 in the Martlet Room at Civic Centre Uckfield at 9.15am.

Meeting finish at 10.20am.

Meeting of the Environment & Leisure Committee

Monday 15th October 2018

Agenda Item 6.2.

To consider the adoption of a Drone Code

1.0. Summary

1.1. The report sets out details regarding the possibility of adopting a Drone Code.

2.0. Background

2.1. Traditionally unmanned aircraft have only been used by model aircraft enthusiasts for recreational purposes. However, they are increasingly being used for professional applications such as surveillance and data gathering. Unlike manned aircraft or model aircraft used for recreational purposes there are no established operating guidelines for drones so operators may not be aware of the potential dangers or indeed the responsibility they have towards not endangering the public.

2.2. Much larger aircraft are now being developed and these aircraft are required by National and European law to be designed and manufactured to an approved standard, and very often require a great deal more space in which to operate. In 2010 the Civil Aviation Authority (CAA) introduced new regulations that require operators of small unmanned aircraft used for aerial work purposes and those equipped for data acquisition and/or surveillance to obtain permission from the CAA before commencing a flight within a congested area or in a proximity to people or property.

3.0. Drone Code

3.1. The above regulations will apply to a limited amount of drone users and it is the casual user that should be made aware of how and where to operate their drone safely. The CAA have therefore published a Drone Code to assist drone users in flying safely (Appendix A)

The use of drones on Town Council land has been reported and the adoption and displaying of the code would not only assist users but could reduce complaints.

4.0. Recommendations

4.1. Members are asked to note the report and consider if they wish to adopt the Civil Aviation Authority Drone Code.

Contact Officer: Christine Wheatley

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THE DRONE CODE

400ft (120m)

- D**on't fly near airports or airfields
- R**emember to stay below 400ft (120m)
- O**bserve your drone at all times – stay 150ft (50m) away from people and property
- N**ever fly near aircraft
- E**njoy responsibly





For further information please visit dronesafe.uk

THE DRONE CODE

BE DRONE SAFE

Always keep your drone in sight



This means you can **see** and **avoid** other things while flying

It's against the law to fly your drone over 400ft (120m)



This reduces the likelihood of a **conflict** with manned aircraft

BE DRONE AWARE

Every time you fly your drone you must follow the manufacturer's instructions



Keep your drone, and the people around you, **safe**

Keep the right distance from people and property



People and properties – **150ft (50m)**
Crowds and built up areas – **500ft (150m)** and don't **overfly**

BE DRONE LEGAL

You are responsible for each flight



Legal responsibility lies with **you**
Failure to fly responsibly could result in **criminal prosecution**

Stay well away from aircraft, airports and airfields

It is against the law to fly your drone within 1km of an airport or airfield boundary



If your drone endangers the safety of an aircraft it is a **criminal offence** and you could go to prison for five years

30th July 2018.

The UK Dronecode is published by the Civil Aviation Authority to assist drone users in flying safely

UCKFIELD TOWN COUNCIL



Meeting of the Uckfield Town Council Allotment Conference
On Tuesday 11th September 2018 in the Weald Hall, Civic Centre.

Tea/ Coffee from 6.30pm.

Welcome by the Cllr. J. Beesley, Chairman of Environment & Leisure Committee
and Cllr D. French, Vice Chairman of Environment & Leisure Committee.

In attendance: Cllr. Spike Mayhew Town Mayor
Cllr. C. Macve
1 member of Press.

Twenty-eight allotment tenants.

Apologies received from Martin Jones, P Murray and A. Bennett.

Presentation to Winners of Competition:

Cllr. Mayhew announced the winners of the Allotment Competition and thanked Phil and Sam Cottingham from Staverton's Nursery for the judging and sponsorship of the competition. Cllr Mayhew advised that the judges were generally impressed with the standard of work and the quality and variety of produce that was being grown across all the allotment sites in Uckfield. All allotments were judged on numbered plot plans and therefore totally anonymously.

The winners of the Best Kept allotments were: -

Bell Lane Allotments – Mr Steve Powell

Bird-in-Eye Allotments – Mrs Turner

Framfield Road Allotments – Mr Manning

Ridgewood Allotments – Mrs Murray

West Park Allotments – Mr Mark Dawkins

The judges had no hesitation in deciding the **overall winner** in this category was Mr Manning whose name will be added to the plaque held at the Civic Centre.

A new category this year was the **Most Creative Allotment** and the winner was unanimously judged to be Mrs Heather Berry.

The children's competition to grow the **tallest sunflower** was won by Joshua Grzelak, who got his seeds in very early in the spring and grew a sunflower 2.95m tall.

3. Any questions Arising from Minutes 7th September 2017

Mr Fennings advised that there was still a problem with the Mares Tail at West Park and it was now spreading on to the central path. He advised that the grounds staff had undertaken a lot of work on the river bank but he did not think they had treated the allotments. They had cut down the weed on WP15 but nothing else.

Cllr. Beesley advised that there would be further discussion with the Head Groundsman to see if anything extra could be done to assist with the weed control.

No further questions arising.

4. Questions already submitted

Q. Chris Sutton – Ridgewood allotments

"As you know I am a strong believer in water butts, think I have 8. I have seen people using sprinklers at 8 in the morning which will quickly burn off and waters everything but the target plants. I am sure this is against the rules. It is recommended that watering at night, at the roots, every few days liberally is far better than a spray every night. This encourages the roots to go down and search for water deeper. Sprinkling every night, lightly encourages the roots to come to the surface and then be affected by the drought conditions.

I wish there was a system where you paid for what you used i.e. slot machine. that would alert people to what they are using and help encourage water collection.

Cllr. Beesley referred to the Allotment Rules & Regulations **Item 6.0**

Water, Bonfires & Other Restrictions

6.1 Sprinklers are prohibited. Hose pipes may be used to water directly if hand held or to fill water butts, provided this does not prevent other tenants having access to water.

6.3 Any form of unattended mains connected irrigation - be it open hose food irrigation or seep hose irrigation - is forbidden and will lead to notice of termination.

6.4 All stand pipes and water butts beneath standpipes will be considered a common resource to be shared with surrounding tenants. Any tenant who uses excessive quantities of water, or who is seen to consistently monopolise the water supply to the detriment of fellow tenants, will put on notice.

Mr Selby advised that he was a tenant at Ridgewood and was not aware of problems, he did have water butts however, in drought conditions as experienced this summer water butts do not get filled up. He also noted that during the hot weather there had not been many people or activity on the allotments.

No further comments were made by those attending conference regarding possible payment for water usage by a slot machine.

Cllr. Beesley advised that the Grounds staff would be asked to note if they saw any tenant monopolising taps and wasting water.

Will Humphires West Park allotments

Q. *"When the new 1000 homes plans were displayed in the civic centre a couple of years ago, allotments were mentioned as part of the plans. Will the property developers be donating or selling land to uckfield town council for this purpose? I raised this question with Mick Dean last year but I'm not sure if it's been progressed."*

Cllr. Beesley read out a statement provided by the Town Clerk Holly Gorrington.

"Wellbeck Strategic Land currently own the entire site. Taylor Wimpey have purchased and are responsible for delivery of the first 250 homes at the lower end of the site.

Uckfield Town Council has not been aware that any land will be passed to the Town Council in the first phase of the development i.e. the 250 homes at the lower end of the site that Taylor Wimpey are delivering. And in fact, the green spaces and play areas in this first phase will be managed by a management company.

Future development plans and arrangements will be dependent on who takes on the rest of the site and delivery of the 750 remaining properties. We are just in the process of commencing discussion with Welbeck Strategic Land in relation to footways between the site, the SANGS and Victoria. The Clerk is trying to arrange a meeting with them. She will therefore seek to raise this matter with them then, and ensure it is picked up by the developers."

Statement received from Peter Selby Ridgewood Allotments.

"I shall be at the meeting tomorrow I would like to raise matters relating to recent vandalism, fence damage and future of allotments etc"

Mr Selby advised that he had his plot at Ridgewood for a number of years and whilst he had not had any problems some other tenants had encountered some vandalism and anti-social behaviour. He was aware of one tenant 's two sheds being broken into but he was not sure if anything had been stolen.

There were also problems with some users of the MUGA and play areas with an increase in litter blowing onto allotments, abusive language and general anti-social behaviour. Mr Selby advised that the fence between the MUGA and allotments was broken down where the footballs were continually being kicked into the allotments and the players were jumping over the fence rather than using the entrance gate.

Mr Selby advised that he had mentioned residents/tenants concerns at last years conference as stated on page 5 of the minutes and the problems had not gone away incidents were still happening.

Mr Selby advised that there was some confusion regarding the new housing development and the extension to Ridgewood Hall and the impact on the play area by a possible 3000 extra people using the ground and the hall.

Cllrs attending conference were unable to answer Mr Selby's concerns but advised that they would be discussed with the Town Clerk to ask if there was any further information available to pass on to Mr Selby and residents.

Stuart Woodham representative for Framfield Road Allotments advised that a couple of years ago some sheds were broken into and the PCO's responded very well and were involved in liaising with allotment tenants about anti-social behaviour unfortunately this no longer happens and there is no longer a visible presence. At the time their response had been re-assuring for the tenants.

Cllr Beesley agreed that it was disappointing that there was some anti-social behaviour in areas within the town and the Town Council was in discussion with the police and other agencies regarding problems and concerns.

Mr Woodham said it was good to know that the police were keeping in touch with the town council.

Question from Mr Woodham.

Q. Several plot holders have been asking the question following the much-awaited new staff only parking spaces for the hospital/doctors complete. Where are we permitted to park attending our allotment plots?

Cllr. Beesley advised that the new car park has been funded by the Friends of Uckfield Hospital and has not been built on Town Council land therefore there is no spaces allocated for allotment holders. Tenants may park in the car park by the Allotment Garage at the bottom of hospital drive, on Framfield Road or on the grass verge on side of hospital drive.

Question from Mr Woodham

Q. Several plots still appear to be unattended/vacant at this location. - what is the present status of plots vacant? Is there a waiting list at the above location? Does the council "Market" the situation e.g. Uckfield Matters?

Cllr. Beesley advised that the Town Council does market the allotments and there was an article in the April addition of Uckfield Matters and in recent additions regarding the advertising of allotment competition, the availability of plots and notices are displayed on the Town Council website and on the notice boards at allotments.

There are eleven vacant plots these include three plots where agreements have been terminated recently by UTC due to lack of maintenance. There will be a further two plots becoming vacant at end of September where tenants will be terminating their agreements prior to annual invoices being issued.

There are twenty-two names on the current waiting list, eleven have requested plots on a particular site for various reasons i.e. near to home for less travelling, have friends or family already with a plot who could help with watering etc.

Seven are existing tenants with plots and would like a second specific plot should they become available.

Four plots are currently being considered by possible tenants and UTC are awaiting their decisions.

Some plots are proving particularly difficult to let for a variety of reasons e.g. on a slope, near to trees or plot too overgrown. The grounds staff did trim in the summer all the plots that were overgrown but due to their work load they do not usually have the time to carry out any further work.

Question from Mr Manning

Q. Would the Town Council consider dividing any of the large plots as he suggested that when people are working it is not possible for them to maintain some of the larger plots.

Mr Manning asked if it would be possible to advertise more that plots could be divided as he thought that some tenants were becoming disheartened and giving up when they realised how much work was involved, perhaps it would assist them if they were given an opportunity to start with smaller plots.

Cllr. Beesley advised that the Town Council will always consider dividing plots and all prospective tenants are asked if the plot is suitable for their situation and are also given the opportunity to meet with the Head Groundman prior to accepting the offer of a plot. Cllr. Beesley mentioned that some years ago a few small plots had been provided at Ridgewood and they were successful. If any tenant requests having their plot divided this is usually

agreed and carried out following discussion regarding boundaries with the tenant and grounds staff.

Cllr. Beesley suggested that perhaps the Town Council could consider dividing a few more plots this would be discussed further by the Environment & Leisure committee.

Mr Wade mentioned that allotment tenants with Crawley Down council were initially provided with smaller plots and then given the option to move to larger plots if they wished and were able to maintain the plot.

5.0 SUGGESTIONS/IDEAS FROM ALLOTMENT HOLDERS

Ms. A Barnett Ridgewood allotments

*1) I wonder if other allotment holders would think it feasible to have a poly tunnel on an empty allotment where people could rent space and put up their own shelving in order to grow their own plants to transplant. Surplus plants could be put out for swapping, or sold for a small amount ie 20p and the money put towards the upkeep of the tunnel? I don't know how easy it would be to acquire a poly tunnel?
I recently returned from IOW where I visited a friend's allotment where they have this system in operation.*

Some tenants responded that they did not think in practice this would work and could become very political with arguments about space individuals took over and also who would be responsible for providing the tunnel and replacing or repairing should it become damaged due to bad weather or vandalised.

It was also suggested that most tenants would prefer to have their own small greenhouse and if there was a surplus of produce would share anyway with other people.

6.0 QUESTIONS FROM THE FLOOR.

Mr Powell from Bell Lane allotments asked why the ground staff were using strimmers to cut the grass paths on the allotments rather than using the pedestrian mowers with the drop cages as advised by the Head Groundman's response to last years conference question regarding grass cutting. Mr Powell advised that his plot is regularly being sprayed with grass cuttings and grass is also being thrown up into the water butts due to staff using a strimmer rather than a pedestrian mower.

Cllr. Beesley advised that the report would be passed on to the Ground staff and questions asked of the Head Groundsman as to why the mowers were not being used.

Mrs Berry reported that whilst she was recently at the Framfield Road site somebody was about to dump some furniture on the allotments until she made them aware of her presence resulting in the people concerned driving away. Mrs Berry asked if tenants saw any fly tipping what should they do, what was the policy should they contact the police? Mrs Berry advised that she had already reported the incident to the UTC office.

Councillors advised that if possible vehicle registration numbers should be taken for report and then advise the police or town council office. Wealden District Council will also follow up reports of fly tipping if there is any contact information available within the items dumped as the authority has the power to fine culprits. The cost for removing any fly tipped items from town council land has to be met by the town council.

As there were no further questions Cllr Beesley once again congratulated all the winners and thanked everybody for their interest and attendance.

The meeting closed at 7.45pm.

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Meeting of the Environment and Leisure Committee

Monday 15th October 2018

Agenda Item 7.1.

Locations for Biodegradable Dog Bag Dispenser Scheme

1.0. Summary

- 1.1. The Environment & Leisure Committee has been discussing a scheme that will provide ten free Biodegradable Dog Bag Dispensers for a four-year period.
- 1.2. At the Committee meeting on the 3rd September it was agreed: -
EL.013.09.18 It was **RESOLVED** to note the report and agreed to:
 - a) proceed with the scheme;
 - b) advertise on the "roof top space" at a total cost of £1,000 per annum for a four-year period
 - c) the cost of advertising to be added to the 2019/20 budget and the following three years.
- 1.3. The agreement is to be signed at Full Council on the 22nd October 2018. The cost of the £1,000 annual advertising is too be included in the 2019/2020 budgets and beyond.

2.0. Proposed bin locations

- 2.1. Members asked that a list of proposed locations be submitted for their approval. Below are the suggested locations:

- Victoria Pleasure Ground
- New Barn Farm
- Harlands Farm Football Pitch area
- Ridgewood Recreation Ground
- Snatts Road Cemetery
- Luxford Field
- West Park Recreation Ground
- Hempstead Lane Recreation Ground
- West Park Local Nature Reserve
- Hempstead Meadow Local Nature Reserve

3.0. Recommendations

- 3.1. Members are asked to note the report and approve the locations for the Biodegradable Dog Bag Dispensers.

Contact Officer: Christine Wheatley

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Meeting of the Environmental & Leisure Committee

Monday 15th October 2018

Agenda Item 9.1.

From: The Road Safety Day (2019) Working Group

Event: - (Wednesday 19th June 2019)

1.0 Summary

This year's event was another success and greatly enjoyed by all.

However, we only had half the number of schools attending and two organisations who had committed to attend, British Transport Police and Sussex Police, found on the day they had other urgent priorities so could not come. Also, the Community Rail partnership, who are regular participants, now have very limited resources and needed the support of Cllr. Mayhew, to man their stand.

Our biggest concern is that how long will organisations be able to support such community activity and how do we have certainty that they will actually appear on the day?

We had a new stand this year from the HM Coastguards, which was popular and thought to be a good addition.

A review of the local schools was carried out to gather their opinions of the day and any suggestions for the future. From our regularly attending 12 schools we received 4 replies. The main comments were;

- Too much waiting time between activities. More organisations are needed;
- Reduce the length of the event;
- Suggestions for other activities were made; e.g. the Ambulance service, bicycle safety

The Group met and considered the report and how we should address the comments and other issues we know about, including re-energising the day to encourage a higher school attendance

2.0 Action Points

- 2.1 It is proposed to widen the brief for the day and not limit it to just 'road safety'. We can then take a wider view of organisations that have responsibilities around other areas of safety such as rivers and waterways, home safety, basic bicycle maintenance, risks in the countryside, car park hazards, noise awareness etc. Having more participating organisations is a critical need!
- 2.2 To reflect this wider brief it is proposed to rename the day '**CHILDREN STAY SAFE day**'
- 2.3 There are many organisations who provide 'safety' information for our target age group, but most of it is classroom/paper-based activity, videos etc. The group is to investigate the idea of some form of video tent, where such material can be shown. An additional event?
- 2.4 Group activities that can be used to occupy waiting groups are to be investigated. The availability of paper-based puzzles/games relating to children's safety are to be looked into.
- 2.5 In partnership with the Town Clerk improvements to school contact, updates, reminders and confirmation of deadlines are to be made. Without a good degree of certainty of attendance the go/no go decision for the day becomes very difficult. Having enough children to make the day worthwhile is to be decided. NB This year we only were told of one school's non-attendance 2 weeks before the day!
- 2.6 Work will continue to consider to minimise the risk of further organisations dropping out. The decision about reducing the event length of even its continued future depends on the success in getting enough organisations to participate actively.

When the plan for next year's event is finalised, an information campaign will be run for all our 12 attending schools to encourage more attendance next year.

- 2.7 The working group would therefore proposed that the scope of the event be broadened to include many more aspects of Children's Safety (Year groups 3 and 4) and rename the day to be the annual 'Children Stay Safe day'.

2.8 **Recommendations**

Members are asked to:

- 3.0 (i) note the report, and:
3.1 (ii) agree the recommendation of the working Group.

Road Safety Working Group

| | |
|--------------|-------------------|
| Chair | Cllr. Ian Smith |
| Support | Cllr. Paul sparks |
| Co-ordinator | Cllr. Paul Meakin |

Meeting of the Environment & Leisure Committee

Monday 15th October 2018

Agenda Item9.2.

Speed Indication Device (SID)

" It is regretted that little progress has been made due to the lack of volunteers coming forward to use the equipment at the approved sites. As a result, it may be worth exploring alternatives which do not require volunteers to manage the equipment when in situ and some work has started on this."

Cllr P. Sparks

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Meeting of the Environment and Leisure Committee

Monday 15th October 2018

Agenda Item 10.1.

Uckfield Railway Line Parishes Committee held on 12th September 2018

1. This was the Committee's AGM and it was immediately followed by a normal meeting.
2. Committee Officers elected were: Chairman – Ian Smith; Vice Chairman – John Coleman; Secretary – Jacky Downing.
3. The Committee has a healthy bank balance of £228 and there is no need at present, therefore, to ask participating bodies on the Committee to contribute to its running costs.
4. The Chairman had been in email contact with the GTR member of staff assigned to the Uckfield Line as requested by the Committee to seek answers to concerns such as late-running services turning at Crowborough rather than continuing to Uckfield, poor connections at East Croydon for those wishing to reach London Victoria, the need to reinstate in the timetable the 19.07hrs shuttle between Oxted and Uckfield, and the insufficient free time allowed for drivers picking up people from the train at Crowborough station. At that date there had been no reply.
5. The meeting was fortunate to have in attendance Councillor Garry Wall, Leader of Mid Sussex Council and non-voting Board member on the recently-introduced Transport for South East (TfSE) organisation where he represented District and Borough Councils. TfSE is a Department for Transport-supported body that will in time become a Statutory Authority. TfSE is charged with producing a transport strategy based on economic activity and connectivity. It will not be considering improvement in the current provision but will be preparing the future infrastructure improvements such as BML2. Garry Wall said the Parishes Committee should continue to put its case for Line improvements and reinstatement to District and County Councils together with local MPs.
6. The next meeting of the parishes Committee is on the 14th November 2018.

Cllr. I. Smith

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Meeting of the Environment and Leisure Committee

Monday 15th October 2018

Agenda Item 10.5.

Meeting Luxford Centre 28th September 2018

The Executive Committee were given a detailed report on the extensive activities organised by the House Committee and the support by members. Whilst this support has improved it was felt that, given the range and variety of trips, there was still room for improvement. The House Committee were thanked for their work and effort and also for the comprehensive newsletter.

There was extensive discussion on the problems encountered with the internet connection and phone line. This matter is being pursued with the supplier B.T. Once resolved it is hoped the new web site will be up and running.

The application for conversion to CIO from a charitable trust is with the Charity Commissioners and we are awaiting final approval.

Further information on the possible E.U. grant aid for energy saving was given and it was agreed to pursue and submit the application.

General house keeping and administrative items were discussed and agreed.

Cllr. M Macve

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To: Environment and Leisure Committee, 15 October

From: Councillor Ian Smith

Agenda Item 10.6 Active Uckfield Group

1. On 25 September, Group Officers met David Chennell, a recently-appointed Officer at Wealden District Council, to discuss the level and extent of sports facilities in and for Uckfield. David's report line is to Helen Markwick.
2. Group Officers are keen to pursue the District Council in respect of what is generally acknowledged as a shortfall in public provision of facilities that promote the good health and well-being of residents.
3. David referred to the District Council's "Healthy Wealden Strategy" launched last year and encouraged residents to find out more on the District Council's website. (there is a link to this on the Town Council's website)
4. Group Officers impressed upon David the under-provision of physical facilities in Uckfield and the fear of Active Uckfield that the addition of new residents in the 1,000 homes soon to be built on the edge of town plus the increasing number of ageing population will reach crisis levels for sports clubs if action to address the situation is not taken soon.
5. The Group was informed that District Council Officers would soon be meeting Football Association (FA) Officers to discuss considerable amounts of money that the FA are making available to promote football as a good way to health and well-being. This will be seen in the "Man v Fat" programme being promoted by the FA, the details of which are:
 - Man v Fat is an initiative endorsed by the FA for men with a BMI over 27.5.
 - It is a league made up of teams of ten (six a side with subs) with matches lasting 30 minutes. Depending on team weight loss some teams will be given a goal or two head start.
 - Man v Fat run and fund the first season for all participants and will cover all the costs of providing pitches, coaches and referees. Participants are then expected to pay 'subs' after the first season.
 - For a league to run successfully it ideally needs 60-80 men to sign up but can be run with a minimum of 40.
 - There is 70-80% retention rate and most participants lose in excess of 5% body weight at the end of the first season.
 - To set up a league Man v Fat will promote using social media, printed and e-channels 3 months before it starts. WDC would also be able to promote it.
 - A 3 or 4g pitch in the evening for between 1.5-2 hours per week is required.
 - A season lasts 16 weeks.

Discussions are under way for such an arrangement to be available at Uckfield's Freedom Leisure (but the all-weather pitch is already fully-booked)

6. David is keen to encourage greater use of open spaces. He also queried why there is no Park Run in Uckfield, but one of the Group Officers was able to inform him that one will soon be operating at Uckfield Rugby Club.

ENDS

INTENTIONALLY BLANK