



# UCKFIELD TOWN COUNCIL

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**Town Clerk – Holly Goring**

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A Meeting of the **Environment and Leisure Committee** to be held on  
**Tuesday 30<sup>th</sup> May 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 18<sup>th</sup> April 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. No income and expenditure report until accounts completed

5.3. Carry forward of unspent revenue budget 2016-2017  
(Attached)

### **6.0. ADMINISTRATION**

6.1. To Appoint Members to Outside Bodies  
a) West Park L.N.R.

b) Hempstead Meadows L.N.R.  
(Attached)

**7.0. ENVIRONMENT**

- 7.1. Strengthening Local Relationships Meetings  
(Attached)
- 7.2. Speed Indicator Device  
(Attached)
- 7.3. Results of a review of Local Wildlife Sites in Uckfield  
(Attached)

**8.0. LEISURE**

- 8.1. Hughes Way Play Area Update  
(Attached)
- 8.2. Allotment Conference and Competition  
(Attached)

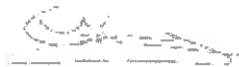
**9.0. REPORTS FROM WORKING GROUPS AND TO AGREE TERMS OF REFERENCE**

- 9.1. Ridgewood Recreation Ground
- 9.2. 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
- 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  
(Attached)
- 10.9. Wealden Bus Alliance
- 10.10 Millennium Green Trust

**11.0 CHAIRMANS ANNOUNCEMENTS**



**Holly Goring**  
**Town Clerk**  
23<sup>rd</sup> May 2017

**Meeting of the Environment & Leisure Committee**  
**30<sup>th</sup> May 2017**

**Agenda Item 5.3.**

**Carry Forward of Unspent Revenue Budgets**

**1.0. Summary**

- 1.1. The report sets out variances in the 2016/2017 budgets and a request to carry forward monies from the 2016/2017 financial year to the 2017/2018 financial year.

**2.0. Background**

- 2.1. As in previous years some monies in the revenue budgets for 2016/2017 remain unspent due to late invoices, goods yet received etc. and rather than return these to general reserves as a matter of course, it is suggested that it would be prudent to carry forward these amounts to the 2017/2018 financial year.

**3.0. Specific Budget Request**

3.1. Street Light Supply and Maintenance - £9,000

Invoice from East Sussex County Council for 2016/2017 supply and maintenance was received after year end.

3.2. Street Light Repairs - £4,000

Some repairs ordered and invoices yet to be received.

**4.0. Recommendation**

- 4.1. Members are asked to consider the above requests and RESOLVE that the following sums be carried forward from the 2016/2017 financial year to the 2017/2018 financial year.

- |     |                                     |        |
|-----|-------------------------------------|--------|
| i)  | Street Light Supply and Maintenance | £9,000 |
| ii) | Street Light Repairs                | £4,000 |

Contact Officer: Christine Wheatley

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**Meeting of the Environment & Leisure Committee**  
**30<sup>th</sup> May 2017**

**Agenda Item 6.1.**

**Representatives on Outside Bodies 2017-18**

**1.0. Outside Bodies**

- 1.1. At the Annual Statutory meeting on the 8<sup>th</sup> May 2017 it was agreed that the following representative be appointed at the next Environment & Leisure Committee.

|                           |  |  |
|---------------------------|--|--|
| West Park L .N. R.        | (2)<br>1 member<br>and 1<br>substitute | *Representatives to be<br>nominated from E&L Committee<br>as per revised terms of reference. |
| Hempstead Meadows L. N. R | (2)<br>1 member<br>and 1<br>substitute |  |

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## **Meeting of the Environment & Leisure Committee**

**Tuesday 30<sup>th</sup> May 2017**

### **Agenda Item 7.1**

#### **Strengthening Local Relationships Meetings**

##### **1.0 Summary**

- 1.1. The report details agenda items for consideration at the Strengthening Local Relationships Meeting on the 13<sup>th</sup> July 2017.

##### **2.0 Background**

- 2.1. The Strengthening Local Relationships Meetings are a County Council initiative and have been held for many years. Meetings are held twice a year, normally January and July, and give both parties the opportunity to discuss various issues in the town which relate to County Council responsibilities.
- 2.2. At the Environment & Leisure Committee meeting on the 18<sup>th</sup> April it was agreed that:
- 1) a maximum of two Councillors attend each meeting, with committee members having priority. If they are unable to attend it should be opened to non-committee members;*
- b) all Councillors are able to submit items for inclusion on the agenda which will have prior approval by the Environment and Leisure Committee.*

##### **3.0. Suggested Agenda Items for Consideration**

- 3.1. In accordance with the above the following issues have been submitted as possible agenda items:
- The "Children Slow Down" corex boards displayed along Browns Lane are now missing or damaged. They were to be replaced but that was several months ago. Update required.
  - Residents in Downsview Crescent are still very unhappy with motorists, mainly dropping off and collecting school children, who are parking on the verges so making them very unsightly. There was a suggestion that dolly posts could be used to stop this without being a crash risk. Is there any possibility of this being done? The Manor Park Residents Association would look at any cost sharing proposal.
  - There is great concern about the speed of traffic along Browns Lane even though the surface is not good. Apart from the signs mentioned above, what are the prospects of a 20mph limit? It is understood that a speed check would need to be undertaken and the Manor Park Residents Association would again consider cost sharing if this was a certainty to happen.

##### **4.0. Recommendation**

- 4.1. Members are asked to consider the above items and to agree if any are to be placed on the agenda of the next Strengthening Local Relationships Meeting in July.

Contact Officer: Christine Wheatley

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## **Meeting of the Environment & Leisure Committee**

**Tuesday 30<sup>th</sup> May 2017**

### **Agenda Item 7.2**

#### **SPEED INDICATION DEVICE**

##### **1.0 Summary**

- 1.1. The report details information regarding a Speed Indication Device (SID)

##### **2.0. Background**

- 2.1. At the Environment & Leisure meeting on the 18<sup>th</sup> April 2017, the Committee discussed the County Council's offer of a Speed Indication Device for community use.
- 2.2. At this meeting, Members agreed that S.I.D. was very popular when the Town Council used to own and operate one, it was also agreed that there would be a need for a possible community group to organise the operation of S.I.D. including training, setting up etc.

The item was placed on the weekly briefing to ascertain if any Councillors would be interested in sitting on a working group in order to obtain further information from the County Council and to establish if any community group could assist in organising its operations.

##### **3.0. Possible interest**

- 3.1. The item has been on the Members Briefing for the last few weeks and only one Member has expressed an interest in sitting on a working group.

##### **4.0. Recommendation**

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

Contact Officer: Christine Wheatley

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**Meeting of the Environment & Leisure Committee**  
**30<sup>th</sup> May 2017**

**Agenda Item 7.3.**

**Results of a review of Local Wildlife Sites in Uckfield**

**1.0. Summary**

- 1.1. The report sets out the results by the East Sussex Local Wildlife Site (LWS) Partnership with regards to sites of interest owned by Uckfield Town Council.

**2.0. Background**

- 2.1. In July 2016, the Environment & Leisure Committee discussed a proposal by Wealden District Council's (WDC) Arboricultural & Biodiversity Officer who had reviewed various sites in Uckfield owned by the Town Council and felt that some were worthy of being put forward as Local Wildlife Sites.

- 2.2. WDC provided further details on Local Wildlife Sites and their recommendations for Uckfield Town Council owned sites:

**Local Wildlife Sites** (formerly known as Site of Nature Conservation Importance).

Local Wildlife Sites are non-statutory sites that are important for wildlife at a local (County) level and support rare and scarce habitats and species. They pose no obligations or restrictions on the landowner, however they are taken into account in planning decisions through local planning policy. They should comprehensively cover all areas of substantive nature conservation value in the County and Wealden District Council, in conjunction with the East Sussex Local Wildlife Site Partnership, are reviewing existing and potential sites identified by local experts.

**West Park**

The site is a rich mosaic of habitats that has appeared to have diversified further since its original designation as a LWS. The site supports area of species rich grassland, marsh and acidic grassland. The areas of bare sand rock also supports a rare liverwort Meylan's Pouchwort. It is recommended this LWS be retained to its current boundary.

**Harlands Farm Pond, Stream and Woodland**

Following a site visit this year and review of biodiversity records for the site, we would like to put this site forward as a new LWS for its large and locally important breeding toad population. Toads have been counted at a peak of 1000 individuals recently and they have responded positively to the conservation work on and around the site. The stream and adjoining woodland strip are deemed important also, as it is used by migrating toads but also as a rich wet woodland habitat, containing Ancient Woodland indicator plant species. An extension to the boundary is was proposed.

### **Snatt's Road Cemetery**

Following a site visit and survey in summer 2015 it is recommended that the Local Wildlife Site boundary be extended to include half of the newer area of cemetery to the north of the road. This grassland has a more acidic characteristic and the east half of this area is species-rich with plant species Heath Grass, Devil's-bit Scabious, Eyebright and Trailing St John's Wort. Species-rich acidic grassland such as this a Habitat of Principal Importance in England under the NERC Act 2006. An extension to the boundary is was proposed.

East Sussex Local Wildlife Site Partnership asked if these proposals were agreeable to Uckfield Town Council. If in agreement the Town Council would receive an ecological survey report on each site on completion.

- 2.3. The Local Nature Reserve status of West Park would not be affected by becoming a LWS.
- 2.4. At the Environment & Leisure Committee meeting on 11<sup>th</sup> July 2016 it was agreed that:

**EL.14.07.16** *Following further discussion it was **RESOLVED** that the sites listed are put forward to East Sussex Local Wildlife Site Partnership subject to confirmation that no restrictions would be placed on the land, in particular the cemetery as its prime use is for burials.*

### **3.0 Results of the LWS review**

- 3.1. Wealden District Council has carried out the review of the three Uckfield Town Council sites and the results and citations are attached. Due to copyright issues maps will only be on display at the Environment & Leisure meeting on the 13<sup>th</sup> May and must not be reproduced.
- 3.2. It has also been confirmed that Local Wildlife Sites are non-statutory sites that are important for wildlife at local (County) level. LWS do not impose any land management restriction or obligation on the land, but are recognised through local planning policies.

### **4.0 Recommendation**

- 4.1. Members are asked to note the report and may wish to acknowledge the work carried out during the review.

Contact Officer: Christine Wheatley

| Site Code | Site Name                      | NGR        | Review Date | Remain LWS | Retain & Modify LWS | Declare new LWS | Delete LWS | Detail  | Notes   |
|-----------|--------------------------------|------------|-------------|------------|---------------------|-----------------|------------|---|---|
| CW56      | West Park                      | TQ 547 225 | 20/07/2016  | ✓          |                     |                 |            | LWS boundary retained to current extent.  | The site is a rich mosaic of habitats that has appeared to have diversified further since its original designation as a LWS. The site supports area of species rich grassland, marsh and acidic grassland. The areas of bare sand rock also supports a rare liverwort Meylan's Pouchwort. |
| CW82      | Ridgewood clay pit             | TQ 480 193 | 20/07/2016  |            | ✓                   |                 |            | Selection panel recommended amended boundary. Extend current LWS boundary to include larger area of grassland/scrub to the south. Appreciation for learning, mosaic habitat and contiguous habitat. | The adjoining grassland and scrub to the south of the existing LWS boundary contains areas of species-rich grassland and a diverse mosaic habitat.  |
| CW88      | Uckfield Cemetery Snatt's Lane | TQ 675 330 | 20/07/2016  |            | ✓                   |                 |            | Selection panel recommended amended boundary. Extend to include all of northern grassland area cemetery over the road from existing LWS.  | The cemetery to the north of the road supports species-rich acidic grassland (Habitat of Principal Importance in England under the NERC Act 2006) with plant species Heath Grass, Devil's-bit Scabious, Eyebright and Trailing St John's Wort.  |
| CW102     | Harlands Farm Pond and         | TQ 480 201 | 20/07/2016  |            |                     | ✓               |            | Declare new LWS. As per recommendation map.   | The site supports a large and locally important breeding toad population. Toads have been   |

|        |  |
|--------|--|
| Stream | counted at a peak of 1000 individuals recently and they have responded positively to the conservation work on and around the site. The stream and adjoining woodland strip are deemed important also, as it is used by migrating toads but also as a rich wet woodland habitat, containing Ancient Woodland indicator plant species. |
|--------|--|

|                       |   |  |
|-----------------------|---|--|
| <b>SITE No.</b>       | : | CW56                                   |
| <b>SITE NAME</b>      | : | WEST PARK                              |
| <b>GRID REF.</b>      | : | TQ 462 215                             |
| <b>AREA</b>           | : | 11 ha                                  |
| <b>SURVEY DATE</b>    | : | OCTOBER 1991, 1995; 10 & 19 JUNE 2015  |
| <b>DATE CONFIRMED</b> | : | 1995                                   |
| <b>SURVEYORS</b>      | : | KATE RYLAND & SIMON DAVEY; BEN RAINBOW |
| <b>LAST REVIEW</b>    | : | 20 JULY 2016                           |

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## **SUMMARY**

This site is situated on the western edge of Uckfield and is bordered by roads and housing. The site comprises a mosaic of habitats including semi-improved grassland, localised acidic grassland, developing broadleaved woodland, exposed rocky outcrops, and a marshy area. This is a rich assemblage in such a small site and is particularly important due to its proximity to an urban area. The sandstone outcrops support the rare and localised Meylan's Pouchwort (*Calypogeia integristipula*). West Park is also of archaeological value, as it includes a Mesolithic rock shelter.

The site is managed as a Nature Reserve, by Uckfield Town Council and has open access to the public.

## **SITE DESCRIPTION**

Occasional mature Oak (*Quercus* sp.) and Beech (*Fagus sylvatica*) trees are scattered throughout this site and other areas are comprised of earlier successional native woodland.

Much of the site consists of neutral semi-improved grassland. Species-rich areas support occasional Oxeye Daisy (*Leucanthemum vulgare*), Meadow Buttercup (*Ranunculus acris*), Common Sorrel (*Rumex acetosa*), Meadow Vetchling (*Lathyrus pratensis*) and Sweet Vernal-grass (*Anthoxanthum odoratum*). The wider grassland supports a good diversity of common invertebrates including Meadow Grasshopper (*Chorthippus parallelus*), Swollen-thighed Beetle (*Oedemera nobilis*) and Dark Bush-cricket (*Pholidoptera griseoaptera*).

Centrally, there is an interesting marshy area that supports a diverse flora including Marsh-Bedstraw (*Galium palustre*), Creeping-Jenny (*Lysimachia nummularia*), Marsh Thistle (*Cirsium palustre*), Lesser Spearwort (*Ranunculus flammula*), Water Mint (*Mentha aquatica*), Square-stalked St John's-wort (*Hypericum tetrapterum*), Hairy Sedge (*Carex hirta*), Rushes (*Juncus* sp.) and Ragged-Robin (*Silene flos-cuculi*). Drier areas locally support Common Eyebright (*Euphrasia nemorosa*) and Tormentil (*Potentilla erecta*). Common Spotted-orchid (*Dactylorhiza fuchsii*), or a hybrid of it, are scattered across this area.

There is a meandering exposure of sandstone outcrops on the northern side of the site, surrounded by Bracken, Bramble and occasional Birch. These rocks provide habitat for a variety of lichens, mosses and liverworts including recently recorded Meylan's Pouchwort (*Calypogeia integristipula*). Historic records include the liverworts *Barbilophozia attenuata* and *Reboulia hemisphaerica*.

Grassland bordering the sandstone outcrops is acidic and species-rich, supporting occasional Sheep's Sorrel (*Rumex acetosella*), Sweet Vernal-grass (*Anthoxanthum odoratum*) and fine leaved Fescues (*Festuca* sp.). Oval Sedge (*Carex leporina*) and Shining Crane's-bill (*Geranium lucidum*) are present. The footpaths and their locality have exposed

sand and are important for invertebrates, supporting solitary mining bees, Common Spiny Digger Wasp (*Oxybelus uniglumis*) and Spider Hunting Wasp species (*Pompilidae*).

### **MANAGEMENT RECOMMENDATIONS**

All the areas of grassland and the marshy area of the site require management in order to maintain and enhance their botanical interest. Ideally they would be grazed, but if this is not possible then they should be cut in late summer and possibly also in early spring, with the cuttings removed. Scrub control should continue. Fencing has been installed around the marsh area to prevent dog's disturbing nesting birds during the breeding season and it is recommended this continues.

Control may be required on Creeping Thistle (*Cirsium arvense*), Common Ragwort (*Senecio jacobaea*) and Bracken to prevent it from dominating the open areas. Rhododendron control and eradication should continue, where present.



**SITE No.** : CW88  
**SITE NAME** : UCKFIELD CEMETERY, SNATT'S LANE  
**GRID REF.** : TQ 474 224  
**AREA** : 1.3 ha  
**SURVEY DATE** : 13 NOVEMBER 1996; 09 SEPTEMBER 2015  
**DATE CONFIRMED** : 1996  
**SURVEYORS** : LOUISE CLARK & JOANNE HODGKINS; BEN RAINBOW  
**LAST REVIEW** : 20 JULY 2016

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### **SUMMARY**

This cemetery is situated on either sides of Snatt's Lane and is surrounded by residential gardens on the south side of the road and woodland to the north.

The main southern section is generally comprised of neutral species-rich grassland; Green-winged Orchids (*Orchis morio*) have been recorded historically. The northern section of the site is more acidic in character and supports some excellent species-rich low acidic grassland sward. Throughout the grassland there are scattered graves and a network of tarmac paths. Various native and exotic trees and shrubs are scattered across the site.

### **SITE DESCRIPTION**

The grassland in the larger southern section of the cemetery is moderately to species-rich and varies across the site. Generally, the sward is dominated by grasses, with frequent Common Bent (*Agrostis capillaris*), and occasional Common Sorrel (*Rumex acetosa*), Yarrow (*Achillea millefolium*) and Oxeye Daisy (*Leucanthemum vulgare*). The graves support a finer sward consisting of Red Fescue (*Festuca rubra*), Common Bird's-foot Trefoil (*Lotus corniculatus*) and dense carpets of Mouse-ear-hawkweed (*Pilosella officinarum*). Other species recorded sparsely across the grassland include Greater Bird's-foot Trefoil (*Lotus pedunculatus*), Meadow Vetchling (*Lathyrus pratensis*), Meadow Buttercup (*Ranunculus acris*), Rough Hawkbit (*Leontodon hispidus*), Cat's-ear (*Hypochaeris radicata*) and Lesser Stitchwort (*Stellaria graminea*). Some areas appear of moderate species-richness and ranker with locally frequent Cocksfoot (*Dactylis glomerata*) and but with occasional Common Knapweed (*Centaurea nigra*). There are chippings on some of the grave stones and here can often be found Stonecrops (*Sedum* spp.).

The northern section has only more recently become part of the cemetery and was added to the Local Wildlife Site in 2016. The short grassland has a more acidic character. Heath-grass (*Danthonia decumbens*) is locally frequent with occasional Tormentil (*Potentilla erecta*), Red Fescue (*Festuca rubra*), Heath Bedstraw (*Galium saxatile*), Common Bird's-foot-trefoil (*Lotus corniculatus*) Devil's-bit Scabious (*Succisa pratensis*) and Common Dog-violet (*Viola riviniana*). Patches of Eyebright (*Euphrasia* spp.), Heather (*Calluna vulgaris*) and Glaucous Sedge (*Carex flacca*) occur and Trailing St John's-wort (*Hypericum humifusum*) was recorded rarely. The Blackening Waxcap (*Hygrocybe nigrescens*) was recorded onsite.

### **MANAGEMENT RECOMMENDATIONS**

The whole site would merit further mycological study to help inform management. To conserve the species richness of this sward, and maintain a nutrient poor environment, it would be best to remove all cuttings from the site when the grass is mown. Cuttings could be composted in the current area to the north of the site. Also it would be appropriate to leave certain areas of the grassland to grow long, flower and set seed during the spring and summer, rotating these areas on an annual basis, to avoid long-term impacts on the fungi populations. Grassland should be cut by late summer with cuttings removed to allow autumn fungi to fruit and reproduce.

**SITE No.** : CW102  
**SITE NAME** : HARLANDS FARM POND AND STREAM, UCKFIELD  
**GRID REF.** : TQ 480 201  
**AREA** : 0.7 ha  
**SURVEY DATE** : 27 APRIL 2016  
**DATE CONFIRMED** : 20 JULY 2016  
**SURVEYORS** : BEN RAINBOW & BARRY KEMP  
**LAST REVIEW** : 20 JULY 2016

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### **SUMMARY**

The pond, stream, and adjoining habitat are located within residential housing development on former farmland. The site is largely encompassed by residential development off Mallard Drive. The pond supports the largest known breeding population of Common Toad (*Bufo bufo*) in Sussex. The population is subject to local conservation action and in excess of 1000 individuals are helped across Mallard Drive and adjoining roads each spring. It is estimated that a similar number of toads migrate to the pond unaided via the adjoining stream.

### **SITE DESCRIPTION**

Harlands Pond is directly surrounded by mature trees and scrub consisting of Alder (*Alnus glutinosa*), Ash (*Fraxinus excelsior*), Guelder Rose (*Viburnum opulus*) and Bramble (*Rubus fruticosus* agg.). The water is rather devoid of vegetation and has a fish population, including reportedly Rudd (*Scardinius erythrophthalmus*).

The stream flowing from the pond to the east forms contiguous habitat and links to the wider stream and river network. The stream has bordering semi-natural wet woodland comprising of Alder, Hazel (*Corylus avellana*), Elder (*Sambucus nigra*), and Sycamore (*Acer pseudoplatanus*). Ground flora includes Bluebell (*Hyacinthoides non-scripta*) Lesser Celandine (*Ranunculus ficaria*), Moschatel (*Adoxa moschatellina*), Hemlock Water-Dropwort (*Oenanthe crocata*) and Marsh Marigold (*Caltha palustris*).

### **MANAGEMENT RECOMMENDATIONS**

It is believed that the presence of fish in the pond reduces the numbers of Common Frogs, which favours the Toad population. The trees and shrubs surrounding the pond should be periodically coppiced to maintain light levels. A 5-10 metre buffer strip should be created around the pond and stream and the field margins by mowing annually once in late autumn. This will provide good foraging opportunities for toads and other wildlife and will provide better cover for the toadlets as they emerge from the pond in late summer.

Amphibian escape ladders are fitted in the surrounding storm drains each spring and lowered kerbs have been installed on adjoining roads to reduce the numbers of toads being trapped in the gully-pots. These require appropriate maintenance.

## **Meeting of the Environment & Leisure Committee**

**30<sup>th</sup> May 2017**

### **Agenda Item 8.1**

#### **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. 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.
- 2.4. The results of the initial consultation exercise were analysed and form part of the tender specification.

##### **3.0. Timeline**

- 3.1. A tender document has been drawn up and posted on the Governments Website, Contracts Finder including the following details: -

|                                    |   |
|------------------------------------|---|
| Monday 12 <sup>th</sup> June 2017  | Closing date for submissions at 12noon.   |
| Saturday 1 <sup>st</sup> July 2017 | Minimum of eight contractor will be invited to attend a public presentation from 10am – 1.00pm in the Ashdown Room. |
| Monday 3 <sup>rd</sup> July 2017   | The displays will also be available for public viewing in the Council Chamber throughout the day.                   |
| Friday 28 <sup>th</sup> July 2017  | The successful contractors will be notified with a start date to be agreed between both parties.                    |

##### **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 & Leisure Committee**

**Tuesday 30<sup>th</sup> May 2017**

### **Agenda Item 8.2.**

#### **ALLOTMENT CONFERENCE AND COMPETITION**

##### **1.0 Summary**

- 1.1. The report details information regarding allotment conferences and allotment competitions and asks Members to consider if they are to be held in 2017.

##### **2.0. Background**

- 2.1. A few years ago, the Environment & Leisure Committee set up an Allotment Working Group to look at the Town Council's allotments. One of their recommendations was for the Town Council to hold an annual Allotment Conference and an Allotment Competition.

- 2.2. Both events have been very successful however, it was agreed that the conference should be held bi-annually with the last conference being held in October 2015.

At this conference, it was suggested that it should be held earlier in the year when allotment holders were active on their allotments and issues more relevant.

- 2.3. With regards to the allotment competition again the last judging was in 2015. This is also carried out during the summer when allotments are at their best. Judging is carried out by an independent person with knowledge of horticulture accompanied by a Councillor.

Allotment winners are presented their trophies on the evening of the allotment conference.

- 2.4. As can be seen from the above it would appear that should a conference be held this year it would need to be held in July or August. This would not give sufficient time to arrange a presentation of competition winners should a competition go ahead. An alternative would be to present prizes at a later date prior to either a Full Council or an Environment & Leisure Committee meeting.

##### **3.0. Recommendation**

- 3.1. Members are asked to consider the above report and decide if there is to be an allotment conference and competition this year.

Contact Officer: Christine Wheatley

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**Meeting of the Environment & Leisure Committee**

**Tuesday 30<sup>th</sup> May 2017**

**Agenda Item 10.8**

**The Active Uckfield Group met on 1<sup>st</sup> March 2017**

A sub-committee has met twice, on 25th April and 3rd May.

The focus was on advertising and marketing for the event in July.

They also discussed the plan for a team competition on the day.

The chairman has invited all interested sports organisations to a meeting on 16th May to further discuss the team event and participation.

Cllr D. French

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