



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

YOU ARE HEREBY SUMMONED TO A MEETING OF UCKFIELD TOWN COUNCIL

in

The Council Chamber, Civic Centre

on

Monday 25th February 2019 at 7.00pm

AGENDA

Under The Openness of Local Government Bodies Regulations 2014, members of the public are able to film or record during a committee meeting.

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 MAYOR'S DISCRETION

3.0 TO RECEIVE REPORTS FROM EAST SUSSEX COUNTY COUNCIL AND WEALDEN DISTRICT COUNCIL

4.0 APOLOGIES FOR ABSENCE

5.0 MINUTES

5.1 To **RESOLVE** that the minutes of the Full Council on 14th January 2019 be taken as read, confirmed as a correct record and signed by the Town Mayor.

5.2 Action list – For information only
(Attached)

6.0 COMMITTEE MINUTES

- 6.1 To note the acts and proceedings of the following committee meetings:-
- (a) Plans Committees 21st January and 11th February 2019
 - (b) Environment and Leisure Committee 28th January 2019
 - (c) General Purposes Committee 18th February 2019

7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

- (i) The Uckfield Town Centre Regeneration Joint Committee
(nothing to report at this time)
- (ii) Neighbourhood Plan Steering Group
(nothing to report at this time)
- (iii) Gatwick Airport Consultation Group
(nothing to report at this time)

8.0 TO RECEIVE REPORTS FROM WORKING GROUPS

- (i) Civic Centre Working Group
(to be considered under confidential business)
- (ii) Uckfield – Events Working Group
(Attached)
- (iii) Uckfield Dementia Forum
(Attached)

9.0 TO CONSIDER A REQUEST FOR SUPPORT FROM THE RIDGEWOOD VILLAGE HALL COMMITTEE
(Attached)

10.0 TO CONSIDER A PROPOSAL BY THE UCKFIELD & DISTRICT LIONS CLUB FOR THEIR 50TH ANNIVERSARY
(Attached)

11.0 TO CONSIDER THE INFORMATION PROVIDED BY WEALDEN WORKS
(Attached)

12.0 TO RECEIVE AN UPDATE ON UCKFIELD'S PLASTIC FREE CAMPAIGN AND TO CONSIDER PURCHASING A WATER SOURCE TO SUPPORT THE REFILL INITIATIVE
(Attached)

13.0 QUARTERLY PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES FOR 2018-19 (QTR 3)
(Attached)

14.0 TO SIGN AND SEAL THE LEASE AGREEMENT FOR THE SOURCE

15.0 TO NOTE THE MAYOR'S ENGAGEMENTS
(Attached)

16.0 SIGNING OF GRAVE CERTIFICATES AND TO NOTE TRANSFERS OF DEEDS OF GRANT

17.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED

None received by deadline.

18.0 TOWN CLERK'S ANNOUNCEMENTS

19.0 CHAIRMAN'S ANNOUNCEMENTS

20.0 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:-

- 20.1 Update report of the Civic Centre Working Group
(to follow)



Town Clerk

19th February 2019

UCKFIELD TOWN COUNCIL

ACTION LIST – FOR INFORMATION ONLY

FULL COUNCIL

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>FC.105.02.17</u>	<p><u>14.0 To sign and seal the byelaws for Hempstead Meadows Local Nature Reserve and West Park Local Nature Reserve</u> Members RESOLVED to sign and seal the byelaws for Hempstead Meadows and West Park Local Nature Reserves.</p>	20.02.17	CW	Consultation to be carried out with the Local Nature Reserve Supporter Groups as per E&L Committee on 28/01/19.
<u>FC81.01.18</u>	<p><u>9.0 To review community safety within Uckfield and updates from Community Warden Schemes elsewhere</u> It was therefore RESOLVED TO: (i) ask how the increase of the PCC precept would be used; (ii) invite the Interim District Commander for Wealden to meet with Uckfield Town Council, and; (iii) request that the Town Clerk investigate the powers that a community warden would have if they became accredited.</p>	15.01.18	HG	The update report on schemes elsewhere has been deferred to the next meeting of Full Council (April 2019) due to a full agenda.
<u>FC.107.04.18</u>	<p><u>9.0 To consider a motion submitted by Councillor Paul Sparks</u> It was therefore RESOLVED to accept the motion with the following additions: <i>“It is widely accepted that plastics cause great environmental damage. In view of this, Uckfield Town Council will commence a process of undertaking an audit on current usage of single use plastics, recyclables and exploring alternatives with the aim of becoming a plastic free Town Council by the end of 2018. This audit will cover all areas of the Town Council including the Civic Centre and events organised by the Town Council. The Town Clerk is requested to investigate the cost implications of using alternatives as part of this process. It is envisaged that this will be a catalyst to make Uckfield a plastic free Town working with the Chamber of Commerce, Brighter Uckfield and other local bodies.”</i></p>	09.04.18	HG	<p>In progress. The Chamber of Commerce breakfast meeting went well with a presentation from Brighter Uckfield. Members of the public, businesses and community groups will be invited to attend public sessions on 27th March 2019 at the Civic Centre. Further information provided at Full Council on 25th February 2019.</p>

<u>Resolution No.</u>	<u>Details</u>	<u>Date Raised</u>	<u>Action By</u>	<u>Date Complete</u>
<u>FC51.09.18</u>	<u>10.0 To consider a motion by Councillor P. Sparks</u> Members RESOLVED to write to the local MP to give support for the change in by-laws to make parking on pavements against the law.	10.09.18	HG	A response was received to this letter on 29 th January 2019 from the Department of Transport. A copy has been circulated to members.
<u>FC89.01.19</u>	<u>12.0 To consider providing a financial contribution to the running of Wealden Works</u> Members RESOLVED to request that the Town Clerk make contact with Wealden Works to obtain further information, and report back to Full Council in February 2019.	14.01.19	HG	The Town Clerk has made contact with Wealden Works to obtain further information for consideration by members at the Full Council meeting on 25 th February 2019.

Meeting of Full Council

Monday 25th February 2019

Agenda Item 8.0 (ii)

TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS: 'EVENTS WORKING GROUP – CELEBRATE'

The working group have met on two occasions (22nd January and 11th February 2019) since Christmas, with preparations now underway for this year's Weald on the Field.

Weald on the Field is a day festival which takes place on Luxford Field. It's a fantastic event with stalls selling local produce, streetfood, pop up bars, and live music acts providing entertainment alongside children's activities.

This year's event will take place from 12noon until 7pm on Saturday 3rd August 2019. Most of the key facilities are already booked in, and a communications plan is being drawn up to promote opportunities for potential stallholders, businesses in the town, and to attract residents and visitors on the day. We will have sponsorship opportunities for businesses to advertise at the event and businesses could also use the Saturday as an opportunity to run offers or campaigns with increased footfall in the town.

Further details will be provided shortly.

Councillor D. French

Meeting of Full Council

Monday 25th February 2019

Agenda Item 8.0 (iii)

TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS: 'UCKFIELD DEMENTIA FORUM'

The Uckfield Forum had a very constructive meeting on 14th February 2019 and welcomed local solicitors Rix & Kay as new members of the Forum.

Most of the meeting was spent discussing events or activities that could take place during the National Dementia Action Week on 20 - 26 May.

Sussex Support Services suggested a "Care EXPO" event similar to a Business EXPO to be organised by healthcare professionals to bring key healthcare services together with other voluntary bodies. Thursday 24th May has been provisionally booked for this event in the Civic Centre.

Together with this, a Memory Café and Musical Moments are being planned for this week together with exercise and swimming events at Freedom Leisure.

We are also hoping to arrange another of our successful film screening events and Hurstwood View Care Home would like to hold a Garden Party in their lovely grounds. We have also been advised that The Meads Doctor Surgery is planning to launch the "Golden Ticket" service within the next few months which is a very supportive service to those patients diagnosed with dementia and we hope to have a presentation from them at our next Forum meeting on 29th April 2019.

Councillor P. Sparks

Meeting of Full Council

Monday 25th February 2019

Agenda item 9.0

TO CONSIDER A REQUEST FOR SUPPORT FROM RIDGEWOOD VILLAGE HALL COMMITTEE

1.0 Summary

- 1.1 Ridgewood Village Hall, located on New Road in Uckfield is owned by Uckfield Town Council but leased out on a long-term full repairing lease to the Ridgewood Village Hall Committee for a term of 25 years.
- 1.2 The current lease was signed in April 2010, so we are nearly nine years into the term of the agreement, which is due to end in April 2035. Ridgewood Village Hall Committee pay an annual rent of £120.00 plus insurance costs, in the region of £650.00.
- 1.3 To accommodate the increase in population in the Ridgewood area with the development of 1,000 new homes in the next five to ten years, and to improve the existing facilities available within the hall, the Ridgewood Village Hall Committee plan to build an extension and refurbish the building. Outline planning permission has been granted for these works by the local planning authority (Wealden District Council), and drawings prepared.
- 1.4 A great deal of time and work has gone into finding suitable funding sources for these works and the Village Hall Committee have made contact with a number of local businesses including the developer Taylor Wimpey to see if they can support the project. They are also delivering a fundraising plan, with numerous activities and events booked in over the next couple of years.
- 1.5 However, as a result of Ridgewood Village Hall Committee not being in full ownership of the building, it has been suggested by some funding providers that match funding would also be sought by the owner of the property.

2.0 Planned improvements at Ridgewood Village Hall

- 2.1 The improvements planned for the Village Hall are estimated to cost in the region of £300k.
- 2.2 Currently, disabled access is poor both inside and outside the hall. A wider entrance area would be far more suitable for wheelchair access and modern opening door would help users with walking frames, walking sticks and wheel chairs. There is an access slope into the hall from the car park and from emergency door in hall to the field but to get from that to the car park means crossing a muddy/grass field and makes attending community functions especially with other family members very difficult. The path that would go from the car park/hall entrance around the building to the hall exit/entrance would give access to all.

- 2.3 A new and modern kitchen equipped for varied community use would be provided and located away from the hall area to improve the width of the present hall floor space. The plan is to create a new kitchenette that can serve refreshments to the new and improved recreation ground during the summer months.
- 2.4 The hall needs to be extended as it is currently too short and narrow for certain activities and lacks storage for activities such as short mat bowls. They would like to provide at least one or two additional small rooms which could be used for meeting space, or toddler groups as there is currently demand for this locally.
- 2.5 The hall needs a new floor, the toilets are antiquated and the plumbing can cause frequent problems. It is also planned to bring the disabled toilet inside the building, as it currently sits within the entrance to the building and at risk of vandalism.
- 2.6 Details of the outline plans submitted to Wealden District Council's planning department can be viewed online – Ridgewood Village Hall Proposed Extension and Building Alterations (WD/2018/0683/F).

3.0 Funding the improvements

- 3.1 The Ridgewood Village Hall Committee have made great progress with fundraising, seeking the support of local businesses and exploring the various grant funding opportunities available to them.
- 3.2 Developers, Taylor Wimpey have offered to pay for the kitchen. The Village Hall Committee have sourced a supplier for the bricks for the build. They have liaised with Thorne's Civil Engineering Contractors who have offered to assist with the foundations. They have also arranged for the heating to be supplied and paid for.
- 3.3 To build the outer shell is estimated to cost in the region of £220k plus VAT. The Ridgewood Village Hall Committee's fundraising would be expected to pay for all interior finishes, fixtures and fittings, the toilets, disabled access path, new internal and external doors, solar panels, security systems etc.
- 3.4 The Town Council has already set aside in earmarked reserves a sum of £49,000 to improve the car park at Ridgewood Village Hall but no other form of capital funding is allocated to this building.
- 3.5 It has been suggested that the Town Council, as the owner of the building may be more successful with grant funding applications, or loans towards the proposed extension. Although members should be mindful that the Town Council has loan payments outstanding on other assets within its current portfolio.
- 3.6 The Chair of the Ridgewood Village Hall Committee would therefore like to request that the Town Council consider whether any support can be provided.

4.0 Recommendation

- 4.1 Members are asked to consider the above report and advise if they wish the Town Clerk to explore the options available to the Town Council and consider whether it would be able to contribute towards the proposed extension and building alterations.

Contact Officer: Holly Goring

Meeting of Full Council

Monday 25th February 2019

Agenda item 10.0

TO CONSIDER A PROPOSAL BY THE UCKFIELD & DISTRICT LIONS CLUB FOR THEIR 50TH ANNIVERSARY

1.0 Summary

- 1.1 Before Christmas, Uckfield Town Council was approached by the Uckfield & District Lions Club in relation to their 50th Anniversary year.
- 1.2 The Uckfield & District Lions Club has been serving the community of Uckfield and surrounding villages since 1969, and 2019 marks their 50th Anniversary.
- 1.3 To mark this important occasion, and to celebrate their good work within the community, they would like to present a gift to the town.
- 1.4 A number of ideas were considered and discussed, and in January 2019, members of the Uckfield & District Lions Club came to the decision that they would like to gift a number of new benches to the popular and central open green space in the town, Luxford Field.
- 1.5 In particular, the Lions would be interested in placing benches similar to the new one placed near to Streatfeild House (a Lest We Forget bench to remember those who gave their lives serving this country) in Luxford Field:
- 1.6 They were thinking of either adding to the existing number of benches in the field or looking to replace the four benches currently located on the eastern side of Luxford Field, with a similar style, with the Lions Club logo, and a phrase along the lines of '50 years serving the community.'



Figure 1: Lest we Forget Bench at Streatfeild House

2.0 Luxford Field

2.1 Having inspected the benches currently located on the eastern side of Luxford Field, there are no memorial plaques attached.

2.2 Their current condition is detailed in the below photo's:



Figure 2: Eastern side of Luxford Field



Figure 3: Bench at lower end of Field by bin and power box



Figure 4: Benches midway up the eastern side of Luxford Field



Figure 5: Benches midway up the eastern side of Luxford Field

3.0 Other suggestions

- 3.1 The Town Clerk has also recalled that a bench was damaged at the bottom of Streatfield Road in the autumn of 2018, and a number of residents within the town, had found this useful as a resting point en route into and back out of the town. It may therefore be worth suggesting this to the Lions Club as well.
- 3.2 The Uckfield & District Lions Club have also mentioned that they would like to plant a number of trees in the town, and would be interested on thoughts from the Town Council for a suitable position.

4.0 Recommendation

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

Contact Officer: Holly Goring

Meeting of Full Council

Monday 25th February 2019

Agenda item 11.0

TO CONSIDER THE INFORMATION PROVIDED BY WEALDEN WORKS

1.0 Summary

- 1.1 At the meeting of Full Council on 14th January 2019, members were presented with a report which asked the Town Council to consider whether they wished to provide a financial contribution towards the running of Wealden Works in 2019/20.
- 1.2 'Wealden Works' support young people aged 16 – 24 years and classified as NEET (not in education, employment or training). They work with local businesses, educational establishments and community groups to ensure that these young people receive the training and work experience they need to reach their goals and get themselves back into employment or education; most importantly on a path that they wish to take and have an interest in.
- 1.3 The programme runs four ten-week courses per year. Ten young people are selected for each cohort and are required to attend each day of the ten weeks from 9.30am, to ensure they become used to structure and routine. The young people attend workshops on employability, receive support in writing CVs, looking for work, budgeting, life skills, food shopping and where necessary undertake qualifications in First Aid, Food Hygiene or Customer Service to ensure they have some basic skills which would be transferrable to the workplace.
- 1.4 The Town Council provided a financial contribution to Wealden Works in April 2017 to assist with the running of the programme when news was received that Tomorrow's People were going to pull the funding of rural based projects. This would affect the projects running in Hailsham and Heathfield. The Town Council's contribution supported the newly established Wealden Works and has remained engaged with their work which supports young people aged 16 – 24 years in Wealden who are not in education, employment or training. Wealden Works have undertaken further engagement in the Uckfield area since then and now have close links to both Uckfield College and Lewes Job Centre.
- 1.5 At the meeting of Full Council on 14th January 2019, the Responsible Financial Officer reminded members that the budget setting process was now complete for 2019/20 and any funds provided would have to come from general reserves.

A number of questions were raised by members at the meeting:

- who else was contributing to the delivery of the project;
- cuts to rural bus services had reduced services between Uckfield and Heathfield, how were the young people from Uckfield getting to Wealden Works?;
- had they considered partnering up with The Prince's Trust?;
- if a request was considered through the community grants programme, key information would be required including a copy of the annual accounts and information on their current situation.

- 1.6 Members also recommended that further information be provided to enable them to make a well informed decision:

FC.89.01.19 *Members **RESOLVED** to request that the Town Clerk make contact with Wealden Works to obtain further information, and report back to Full Council in February 2019.*

- 1.7 In response to the queries raised, Wealden Works have provided the following information:

(App A) a letter from the Chairman of Wealden Works;
(App B) a response to the questions from Full Council;
(App C) Business Plan;
(App D) Ben's Case Study;
(App E) Income streams
(App F) Cashflow 2018-19
(App G) Heathfield Partnership Signed Annual Accounts 2017-18

2.0 Recommendation

- 2.1 Members are asked to consider the above detailed information provided by Wealden Works in response to the questions raised at the January meeting of Full Council, and advise the Town Clerk accordingly.

Contact Officer: Holly Goring

8 February 2019

Holly Goring
Town Clerk
Uckfield Town Council
The Civic Centre
Uckfield
TN22 1AE

Dear Ms Goring

Please find attached our application for support funding for the forthcoming financial year. It has been a very successful year rebuilding the Works programme into the Wealden wide model. To cover the additional territory and according to our business plan we are interviewing candidates for an additional part time member of staff to ensure we can extend our services.

We have been delighted that Councillor Paul Sparks has been able to play a full participatory role on the Stakeholder Committee which considers all aspects of our enterprise including confidential information. He and other stakeholder representatives have all the staff team and most of the Directors available for questions on any aspect of our operation. That accountability is an important factor in our trustworthiness. All the staff team our now on the payroll with national insurance and pension schemes provided for. The base funding is critical in ensuring confidence for our staff, our beneficiaries who also get a full year's service after graduation and the many businesses that are now looking to Wealden Works for employees they can trust.

We would be most grateful if Uckfield Town Council were able to make a further contribution.

Kind regards.

Yours sincerely



Rupert Simmons
Chairman of Wealden Works

Att

REPORT FROM WEALDEN WORKS FOR UCKFIELD TOWN COUNCIL

Full Council meeting, Monday 25 February 2019

1. I have a copy of the Heathfield Partnership accounts for year-end 31st March 2018, and I recall Wealden Works being referenced in these accounts. Do you have a breakdown of this in more detail or any further information for 2018/19?

Please find attached the cash flow for 2018-19. Please also find attached a copy of the signed annual accounts for year ending 31 March 2018.

2. Do you have a copy of an up to date business/strategic plan?

Please find attached Business Plan which was updated in November 2018.

3. Could you please confirm who contributed to the funding of the project in 2018/19, i.e. which organisations and amounts given.

Please see attached.

4. What's the current situation in terms of financing the project in 2019/20, do you need more funding, did anything come of the Skills UK payment by results proposal or charitable status considerations in the past?

Confirmed funding for 2019/20:

Mayfield and Five Ashes Parish Council – refrigerator and shredder	£150.00
Hellingly Parish Council – outdoor activities,	£467.20
Heathfield and Waldron Parish Council 5K for 5 years starting 2016/17	£5,000.00
Heathfield Rotary Club – 2.5K a year for 3 years starting 2017/18	£2,500.00
El Banda Burros band's charity for 2019 (£4,980.00 raised during 2018)	
Co-Op Local Community Fund runs from 28 October 2018 – 26 October 2019 (when ran April – October 2017 raised £6,710.74)	

Submitted and waiting to hear if successful:

Wealden District Council – 10K for 3 years starting 2019/20	£10,000.00
Sussex Community Foundation – to go towards funding additional part-time mentor	£5,000.00

Our auditors, Manningtons, have advised us that the charitable status of the Heathfield Partnership Trust Ltd is still appropriate to cover Wealden Works. Further professional advice was to register the independent accounts for Wealden Works with Companies House and that has been done. This ensures that the operation of Wealden Works as it expands across the Wealden district is wholly independent as an operation but benefits from the charitable status that is so useful in grant applications. The Charity Commission are particular about unnecessary award of new charities. We account each year to the Charity Commission for all

of our activities in a comprehensive report. This, of course, includes the expansion of Wealden Works. They are satisfied with the information we provide.

The current contract with Skills Training UK is due to expire in July 2019 and we are paid per attendee. Skills Training UK have given us assurance that they have secured a further contract to serve 15-24 year old NEETs and we are a named sub-contractor. Further details of this extension are yet to be confirmed.

The business plan for 2019-2020 includes an additional member of staff (albeit part time) to enable expansion further into Wealden. Also please note:

- a) There is absolutely no certainty of existing philanthropists continuing to donate capital sums into our fund. In fact our most prodigious provider is in seriously ill health.
- b) There is absolutely no certainty of Skills Training UK being in a position to extend our contract beyond July 2019. It should be noted that most of the background fund sources were European. We are a named sub-contractor of that organisation's bids for extended funding.
- c) Secondary State Schools funding has evaporated and there is no longer satisfactory provision for independent career advice and guidance or work placement experience. Our pilot scheme with Heathfield Community College which achieved such plaudits in recent press coverage is going to be an important service as we expand our presence across Wealden.
- d) Our Business Plan identified this coming financial year where we simply had to expand our team's resources. To do so with a male (a vital factor) and former graduate of our scheme would gain huge credibility for the young people we are endeavouring to provide for. Such an investment is a new increased responsibility where an underpinning of the first trial period remuneration package would be immensely re-assuring. The reality of training costs, equipment provision and expenses remains with us. It also enables us time to build further resources to ensure sustainability.
- e) The work that our project team do has become essential in providing for young people who have fallen by the wayside for whatever reason. The impact on society as a whole can be devastating if no support is available. Our initiative has stimulated young people back or into progressive pathways for the first time and into positive contributions to society.
- f) There is simply no such provision being made today in the rural stretches of our Country. Here is a project for the Sussex Community Foundation to make a transition of one young person's life with an exciting career path but much more realistically, so many more will benefit. The impact will be considerable.
- g) The Wealden Work's Board are absolutely set in ensuring ongoing security for this programme. Mindful of the crash into insolvency of our previous strategic partners, Tomorrow's People, has ensured great caution in our business plans. We have immense

goodwill but sound reserves provide confidence to users, staff and prospective funders.
We will continue our fundraising work.

5. And anything else you think would be useful in making a case.

For our first Wealden Works Achievement event in 2017 we had a short film made to showcase our young people and to give a better visual understanding of what Wealden Works aims to achieve. We had been put in touch with a young person from Uckfield who made short films. He was very professional and made a brilliant film for us, so much so, that we wanted to update the film for our 2018 Achievement Awards and asked for him to do this for us.

Since March 2018 we have had 6 young people from Uckfield enrol on our project:

1 who has secured an electrical apprenticeship (please see attached case study which we ask that you do not publish elsewhere).

2 who we secured volunteering roles for as due to personal reasons they weren't ready for paid employment. We needed to help build their confidence first and this was the best path for them.

3 who are on our current course.

6. Why we didn't submit an application for 2019/20:

We made a bid to Uckfield Town Council in our first trading year as Wealden Works as we initiated substantial investment programmes into the community of Uckfield. We took on a small stream of Uckfield young people during the first year but it became intermittent and we chose not to submit a bid until the stream was more reliable.

Wealden Works

Business Plan

BACKGROUND

Wealden Works rose like the Phoenix when Tomorrows People, a National Company, withdrew funding for all rural projects, giving us almost no notice of closure. The former Heathfield Works! was going to close, staff made redundant and more importantly the youth of the area left unsupported and with no avenue to turn. This was considered not just unreasonable but wholly unacceptable.

A group of like-minded people decided to try and start a similar project under a different banner of a Company Limited by guarantee. This was formed (Company Number 10677538) and Wealden Works will trade under the umbrella of The Heathfield Partnership Trust Ltd which is also a Company Limited by guarantee (Company Number 4350359) but also a registered Charity (Charity Number 1097521).

With the formation in place and vehicle to accept donations via the Trust to gain valuable gift aid, the task was to find and collect funds to commence operations which hitherto Heathfield Works! had provided but better.

HISTORY

Heathfield Works! had previously enjoyed outstanding success with young people since its inception in 2011 with a success rate of 86%. The participants achieve individual goals and the programmes had received glowing testimonials from employers, families, local business, Police and various Chamber of Commerce and not least from the participants themselves.

It was also a success as Heathfield Works! staff had provided a twelve month aftercare service where the participants could always contact the team with any difficulties or challenges that they might be facing.

The closure of Heathfield Works! would have meant the loss of that mentoring process which is vital to the continued assistance to the participants.

PLANS

The plan was to commence from May 2017 in a similar model, looking to develop all NEETS (not in education, employment or training) who live within the Wealden area, so that they are

offered the opportunity to attend and hopefully benefit. Whilst funding was a vital component of the plans, so was retaining the experienced staff, who had by then received redundancy notices.

The challenge was enormous but the newly formed Board were pleased that both Jayne Torvill and Roger Daltry confirmed that they would remain as Patrons and both have been inspirational in their presence at Awards Evenings.

By choosing a new name, the intention was to expand the model into the villages surrounding Heathfield and then on to Uckfield and Hailsham and perhaps ultimately to Crowborough, so that we could be truly global within the Wealden area.

Only recently it has been identified that Wealden has No Employment Exchange within the District. To do this new venture, there would be a need to strengthen relationships with all Schools, local employers, youth agencies and key organisations such as local Rotaries, Chambers of Commerce and CABs.

ACHIEVEMENTS

We are now 18 months into the project. With fantastic support from so many different sources we started, secured the staff and perhaps more importantly secured a Contract with Skills Training UK, a National concern, who offered us initially a contract to July 2018. They have already offered an extension to that contract to July 2019 with us already named as a sub-contractor for a further bid to extend from that date. At a recent awards evening, all of our members of staff were recipients of awards despite the project being in its infancy. Some recognition of what this programme can achieve in 18 months!

We have changed the model to suit a more roll on roll off programme from the rigid ten week regime of our predecessors. It was clear and apparent that the specific needs of many of those who attend required flexibility and this is now bearing fruit and we are seeing participants joining us from as far away as Polegate. We can also deal with people with more challenging needs.

Part of the success is the regular contact we have with each participant for a period of 12 months after finishing the course.

FUTURE

In the very early days the Board realised that to continue providing a service to these vulnerable participants that we had to try and secure funding for a minimum of three years.

This has not changed and in order to sustain this good work we need to be certain that funds continue to be gathered.

YEAR 1

We have now completed a full one and a half year track record and we have been overwhelmed by the generosity of many organisations and individuals who have donated so that we can cover a projected forecast showing expenditure of just over £80,000, along with a working surplus. However, we do need to recognise that many of the original donations were one-off sums and, therefore, we cannot rely on these for future years.

Many of those individuals keep in touch and we now provide a quarterly newsletter so that they can be briefed as to the benefit that their generous donations have made. We also run a stakeholder meeting on a similar timescale for detailed questions to be made.

YEAR 2

Having established the contract with UK Skills, we are able to calculate the revenue that they will generate under the roll on roll off programme, funds are paid at different intervals and there is always a further month before actual receipt of that money, so we are conscious of the need of funds to cover cashflow. Under Heathfield Works! they worked on a budget of £145,000.00 per annum. We have proven not only that was too high but we are able to offer a programme at a much reduced sum whilst retaining all the benefits and indeed improving on those benefits. Our programme still provides a 12 month mentoring service.

The additional challenge we face is inflation. We are predicting that we will see an increase of a minimum of 3% on our expenditure and a special need to be aware of the following:

1. Pension increases;
2. Staff payroll;
3. Laptops (Each participant has the use of a laptop in order to seek opportunities and generally become more confident. They also have to fulfil tasks set upon them as part of the course. These laptops will need to be renewed (9) and more maybe needed to be acquired with expansion). This is **BEFORE** we start our expansion in earnest into other parts of Wealden. By expanding, it is quite possible that the extra demand in participants will force us to consider employing more staff and the additional expenditure that follows. We are already undertaking our foundation work in Uckfield and plan our investment in Hailsham early in the New Year.

We also know that we can no longer rely on those one-off donations and, therefore, will need to rely even more heavily on grants. Our continued growth relies on a bid making process and much effort will be made to source all potential sources of money.

YEAR 3

The laptops which were referred to in Year 2 above have now all been replaced by the generous donations by Tesco customers (Blue token scheme).

By now we hope to have secured a further extension with Skills Training UK and they have already indicated that we are a shining light within the rural areas and they want to continue working with us. Their own contract with the Government expires July 2019 and they have made revised bids and named this company as sub-contractor and we are happy to continue to support them.

We also have now had the opportunity to study a full audited year's accounts and, therefore, are better equipped to judge the revenue generated from them.

We are, of course, acutely aware that there are factors beyond our control. Brexit looms in 2019 and none of us have any idea on the impact it may or may not have on general employment. Public transport continues to cause concern with many young participants being unable to reach our premises because of the reduction in the bus services and of timetables imposed.

Housing expansion within the Wealden area whilst having been on hold recently is now expected to rise quite sharply with the new Local Plan and if the District is to comply with Central Government directions on the number of new homes to be built. The impact of this on our Community Colleges and Academy's cannot be overstated and the possible rise in the number of participants seeking our help is also likely to grow. School budgets are under steep pressure and provision for those students with extra needs is far less likely. Independent advice and guidance on education and career pathways is extremely limited. Work place experience is now not being carried out by Schools and these trends will increase the number of NEETs. Any reduction in employment within the area will have significant effects on the community at large but more so with the young people who we assist to try and develop the sense of responsibility and self-discipline required to deal with barriers that prevent them gaining useful employment. It should be noted that for employers, the Wealden Works programme has major benefits when trying to recruit. Firstly they are assured that the candidate they are considering will have a full set of employability skills and will have had some work place experience at least. Secondly there are opportunities to take short term placements to ensure the candidate first of all enjoys the experience and the employer can see that the candidate is compatible with the working environment. This reduces risk before a confident addition to the payroll.

Increased numbers of participants and a wider geographical remit will naturally require an increase in staff with the associated cost increase. Travel (ensuring participants can get to interviews) will grow. We have already seen an increase in cost on some of the programmes we run such as Health & Safety, First Aid and Food Hygiene. These are never likely to go down but are considered to be an essential element of the training we provide and enable many of the participants to add to a CV which would otherwise be bare and which we would hope demonstrates to employers skills generally not obtained in state education. To predict a forecast/budget for this year is extremely difficult. To maintain the present programme we could reasonably suggest a further 5% increase on the previous year. To fulfil our aims and expand we must be realistic and suggest that expenditure is likely to increase to £100,000.00 per annum over these next three years.

YEAR 4 AND BEYOND

By now progression across the District has happened, hopefully now embracing Hailsham and the North. The Country will have seen the effect of Brexit, good or bad, and we should be in a better position to understand the needs and fiscal requirements to continue in our aim of supporting these young people with the challenges which is **NOT** their determination to move forward and succeed with their lives but the barriers that they come up against as they try to do so.

We will also encounter a General Election.

Mental health challenges are a frequent concern for the young people we serve. It is an important factor in the barriers to fulfilling the potential that lies within so many individuals. Our programme works in association with three professional psychotherapists who provide one to one sessions as and when needed. Applications for the CAMHS (Children and Adolescent Mental Health Services) can take nearly a year to get an appointment. There is currently no such service in our surrounding secondary schools. This asset is very much an essential part of our long term objectives and business plan.

Simplistic projection in figures:

May 2017-April 2018	£80,500
April 2018-April 2019	£85,000 (to cover expansion in Uckfield and Hailsham plus surrounding Parishes)
April 2019-April 2020	£105,000 (with further expansion to cover an additional member of staff)
April 2020-April 2021	£115,000
April 2021-April 2023	£125,000 (to have made contributions to Crowborough)

November 2018

Aged 17, Ben was referred to Wealden Works by his grandfather, who was concerned that Ben no longer had any purpose in life, since the recent death of his mother.

Living at home in Uckfield, with his Dad and younger sister, Ben was a quiet boy when he joined the group who never discussed his loss with anyone. He was a bright lad, disappointed in his exam results and had left school earlier than he anticipated, but never attributed this to his recent bereavement.

After 1-1 mentoring, the offer of free professional counselling, group activities and a friendship formed with another participant, we soon began to see a positive change in Ben, according to his Dad, *'he was getting back to the Ben he used to be,..... funny, sensitive, caring and now a determination to do well'*.

Ben was unsure what career to choose, nothing office based or academic, but a job that would secure his future.

After just 4 weeks it was felt Ben was able to move to the next step, a company was approached to see if they would offer him a work experience opportunity, which they agreed to. We were also aware that the Managing Director's 19 year old son, who worked at the company, was a current champion racing driver, a passion and sport that originally Ben himself had begun and wanted to pursue, but had lost interest in.

Transport to work was difficult, so a car share was arranged and regular visits made to the company and Ben as well as contact with his family continued throughout his two week assignment, to ensure everything was going smoothly.

The company were impressed by his work ethic, politeness and determination to do well, and Ben was loving it, early starts and sometimes late finishes didn't phase him.....now he had a purpose and a potential future career path to follow.

Before he completed his work experience, we persuaded the company to consider Ben for future job opportunities, and Ben offered to continue working for them on a voluntary basis to prove his abilities and commitment.

After just 3 weeks at his first ever 'world of work' experience, he was offered, accepted and began an Electrical Apprenticeship at this large electrical and solar energy organisation.

Ben has started going back to the gym which he loves, formed a bond with his motor racing idol at work, takes his driving test next month, attends college once a week, and communicates more with his family.

At our recent Graduation Event Ben was presented with his Certificate by Roger Daltrey, our Ambassador, who praised both him and his Dad on his achievements.

We continue to keep in contact with Ben and the company for at least a year as part of our 'Aftercare Programme' to so that any potential issues can be addressed, but most importantly to ensure long term success.

Meeting of Full Council

Monday 25th February 2019

Agenda item 12.0

TO RECEIVE AN UPDATE ON UCKFIELD'S PLASTIC FREE CAMPAIGN AND TO CONSIDER PURCHASING A WATER SOURCE TO SUPPORT THE REFILL INITIATIVE

1.0 Summary

- 1.1 At the meeting of Full Council on 9th April 2018, members agreed to accept the following motion in relation to single use plastics.

FC.107.04.18 *It was therefore **RESOLVED** to accept the motion with the following additions:*

"It is widely accepted that plastics cause great environmental damage. In view of this, Uckfield Town Council will commence a process of undertaking an audit on current usage of single use plastics and exploring alternatives with the aim of becoming a plastic free Town Council by the end of 2018.

This audit will cover all areas of the Town Council including the Civic Centre and events organised by the Town Council. The Town Clerk is requested to investigate the cost implications of using alternatives as part of this process. It is envisaged that this will be a catalyst to make Uckfield a plastic free Town working with the Chamber of Commerce and other local bodies."

- 1.2 The Town Council has been undertaking its own audit of the use of single-use plastics and since this motion was carried, has introduced paper straws, biodegradable cups for use at events, and we are currently researching alternative options to using sauce sachets for Luxfords Restaurant.
- 1.3 The Town Council has also been liaising with its commercial waste contractor to swap one of the large waste bins for a recycling bin and appropriate separation of waste would then be arranged within the kitchen of Luxfords Restaurant and Civic Centre.

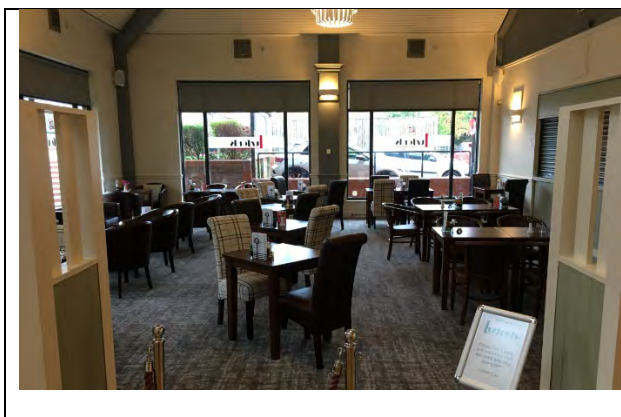

2.0 Campaign to reduce single-use plastics in Uckfield Town



- 2.1 The Town Council is working closely with, and supporting the campaign led by Brighter Uckfield to reduce the use of single-use plastics in Uckfield. A presentation was given by Brighter Uckfield on Friday 8th February 2019 to Chamber of Commerce members at their breakfast meeting. This was well attended and well received by those in attendance.
- 2.2 The Town Council has offered to support Brighter Uckfield with the hosting of two public information sessions on Wednesday 27th March 2019 at 12.30pm and 5.30pm, at the Civic Centre. These sessions have been timed to attract people on their lunch break and after work to come and listen to information on what is being done elsewhere and how we can help. Anyone is welcome.
- 2.3 More specifically, the presentations will include information on projects undertaken elsewhere, what's happening in Wealden District, information on the Refill campaign, and handy tips on how we can all make one or two small changes to make a difference. Any support people can offer locally to the

campaign would also be much appreciated. These sessions will be promoted widely, early March 2019.

3.0 Refill Campaign

- 3.1 At the Wealden Parish Conference held in December 2018, clerks and councillors received a presentation from the Refill Campaign (refill.org.uk).
- 3.2 Attendees were informed that *'currently less than 30% of people in the UK drink tap water in a reusable bottle'* despite us having good quality drinking water. They also say that *'the average person in the UK uses 150 plastic bottles every year.'*
- 3.3 The images on Blue Planet brought forward a wave of concern regarding single use plastics and in particular plastic bottles and the number thrown into general waste year on year. The Refill Campaign has been set up to encourage people to use reusable drink containers instead of buying plastic bottles.
- 3.4 A local area can set up its own Refill Campaign and get volunteers involved, but first and foremost it would be great if local areas could add refill stations in their area. The Refill campaign have a mobile app, which highlights where your nearest Refill station is. At present, the only one in Uckfield is showing at Costa Coffee.
- 3.5 Being in a central location within the town, the Civic Centre would be an ideal place for a Refill station. The Facilities Manager has explored the options available, with the most appropriate solution being the floor standing water fountain (see details below).

	<p>Option 1 - Luxfords Restaurant</p> <p>Advantage</p> <ul style="list-style-type: none"> • No cost; <p>Disadvantages</p> <ul style="list-style-type: none"> • Relies on staff to fill bottles during busy service, and alongside paying customer; • Water isn't filtered; • High probability of people purchasing plastic bottles.
	<p>Option 2 - Kilner Dispenser</p> <p>Advantage</p> <ul style="list-style-type: none"> • Low cost £10 - £20 <p>Disadvantages</p> <ul style="list-style-type: none"> • Relies upon staff to check and top up regularly; • Not filtered or cool or fresh; • Would need refreshing regularly to avoid any risk of legionellas; • High probability people will continue to purchase plastic water bottles.

	<p>Option 3 - Floor standing Artic chill 88</p> <p>Advantages</p> <ul style="list-style-type: none"> • Mains fed, filtered and refrigerated water so no risks on water quality; • Can be plumbed into existing coffee machine outlet in foyer; • Very good source as bottle filling station; <p>Disadvantages</p> <ul style="list-style-type: none"> • Medium initial cost of £385+vat (possible additional cost of £100 installation) so total cost in the region of £500; • Service contract £150 annually.
 <p>Model LZWS(M)BK Model LZWS(M)DK</p>	<p>Option 4 - Wall recessed Elkay</p> <p>Advantages</p> <ul style="list-style-type: none"> • Mains fed, filtered and refrigerated; • Includes filler counter and sensor – no buttons. • High probability people will use this to top up bottles. <p>Disadvantages</p> <ul style="list-style-type: none"> • High costs of £2135+VAT including installation; • Service contract £150 annually. • Difficulty in finding suitable station area; • Very good source as bottle filling station however impractical;

3.6 The Town Council has a revenue budget which is allocated for works within the Civic Centre. The Town Council has also allocated a budget of £200.00 as a new initiative in the 2019/20 budget specifically for '*funds to promote the use of single plastics.*' Therefore these budget areas could be identified as a suitable funding source for the installation of an appropriate water refill station in the Civic Centre.

4.0 Recommendation

4.1 Members are asked to:

- (i) note the update provided on the plastic free campaign in Uckfield;
- (ii) consider the options available, to introduce a water refill station in the Civic Centre and advise the Town Clerk if the Town Council would like to pursue one of these options, and become a registered 'refill station.'

Contact Officer: Holly Goring

Meeting of Full Council

Monday 25th February 2019

Agenda item 13.0

QUARTERLY PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES FOR (Q3) 2018-19

1.0 Summary

- 1.1 This report provides a quarterly update on the Town Council's priorities for 2018-19 and the progress that had been made by the end of the third quarter (December 2018).
- 1.2 The priorities identified for delivery in 2018-19 consist of initiatives which are often additional to the day to day responsibilities of the Town Council, but demonstrate by working together with colleagues and partner agencies, we can achieve a great deal for the town and its residents.
- 1.3 Organisations often spend time producing plans or lists of priorities, but do not review progress until the end of the year.
- 1.4 With this paper, the Town Clerk provides an update to members to explain the progress being made to deliver these priorities.

2.0 Quarter 3 – 2018-19 (October to December) – Progress Update

- 2.1 Of the 13 priorities, three are now complete, seven are on schedule for completion and three have made some progress.





3.0 Recommendations

- 3.1 Members are asked to review this progress report, and note the work undertaken to date.




Appendices: Appendix A: Q3 2018-19 (Oct - Dec) Progress Report




Contact Officer: Holly Goring




Key:





 = Progress behind schedule	 = Some progress has been made
 = On schedule for completion	 = Completed

APPENDIX A: Q3 2018-19 Progress Update

Priority	Status	Notes	Lead Committee	Lead Officer
<p>1. COMMUNITY GRANTS We will award up to £41,285 of community grant funding to local groups and charitable organisations for the period 2018/19.</p>		<p>On 13th September 2017, Finance Sub-Committee reviewed 25 applications for community grant funding as part of the council's annual community grants programme. A total of £41,285 was recommended and approved by General Purposes Committee to be given to community groups and organisations in 2018/19. For larger amounts, the first payments were made after the Town Council received their first part of the precept (April) and any additional payments were provided after we received the second part of the precept. All funding has been provided for 2018/19 and evaluations carried out by the Volunteer Centre.</p> <p>The application process for receiving grant funding in 2019/20 has now finished and the decision of Finance Sub-Committee was approved by General Purposes Committee on 1st October 2018.</p>	General Purposes Committee (Finance Sub)	Assistant Town Clerk
<p>2. HEALTH AND WELLBEING We will map the town's open spaces and footways, and introduce a number of initiatives to increase the use of these spaces and encourage greater physical activity.</p>		<p>A great deal of work was carried out in 2018, to gather details of the town's key facilities and green open spaces. The Town Council is working closely with Wealden District Council's GIS team to map this information online. We now await the final product.</p> <p>Staff have been working closely with Wealden District Council to link key organisations together in relation to opportunities for the SANGs (Horsted Green Countryside Park), the new Parkrun initiative being developed by Uckfield College, Uckfield Runners, Buxted Park Hotel and Uckfield Rugby Club, and Active Uckfield's annual Activity Day.</p> <p>We have also met with a representative from Welbeck Land to request further detail on the plans and timescales for the Ridgewood development and their proposals for footways, green corridors and open spaces.</p>	Environment and Leisure Committee	Town Clerk
<p>3. ENGAGEMENT AND ACCESSIBILITY We will expand on the Uckfield Dementia Forum to encourage Uckfield to be an accessible town; supportive of varying health conditions.</p>		<p>The Uckfield Dementia Forum is making great progress and has seen a number of new members join the forum in the past few months – including local care homes, the patient representative group for Meads Surgery and local solicitors, Rix & Kay.</p> <p>The Uckfield Dementia Forum held a successful screening of Andre Rieu before Christmas, and is now in the midst of planning a selection of activities for National Dementia Action Week in May 2019.</p> <p>The Town Council agreed to make the Civic Centre a Safe Haven.</p>	Full Council	Town Clerk

Priority	Status	Notes	Lead Committee	Lead Officer
<p>4.</p> <p>CIVIC CENTRE EVENTS</p> <p>We will deliver a greater variety of events within the Civic Centre to attract a broad range of age groups and households</p>		<p>The Civic Centre has had a busy few months with its events programme:</p> <p>Snow Queen – October Italian Opera Dinner - October Miss Holiday Swing and Wartime Commemorative Afternoon Tea – November Jack and the Beanstalk Pantomime – December Christmas lunch and evening meal bookings – December Hansel and Gretel - February Rave On - A Tribute to Buddy Holly – March Allo Allo Dinner - March</p> <p>This is in addition to bookings made by other parties such as the Model Railway Weekend, Uckfield FM Expo's and the George Michael Story in February 2019.</p>	Full Council	Hospitality Manager
<p>5.</p> <p>PUBLIC EVENTS IN THE TOWN</p> <p>We will work alongside the local business community and local community groups to deliver two free public events within the town; Weald on the Field and Uckfield Revival</p>		<p>The Weald on the Field event was a great success on the first weekend of August 2018, and attracted a large crowd despite the very warm weather that day.</p> <p>The Town Council worked with Food Rocks, Uckfield Chamber of Commerce and Wealden District Council to organise the event. The event was also supported by Uckfield FM, Tesco Bags of Help scheme and our fantastic sponsors – Back on Track, CPJ Field, EMC - Uckfield, Richard Green Funeral Services and Uckfield Garage.</p> <p>The Uckfield Revival event also went well on 6th October 2018 with over 110 classic vehicles in attendance and a full field of classic and interesting vehicles and bikes, lined up adjacent to the stalls and nearby Farmers Market. It was a great atmosphere and the parade worked well. And all this took place before the rain fell in the afternoon!</p>	Full Council	Town Clerk
<p>6.</p> <p>NEIGHBOURHOOD PLAN</p> <p>We will support the Neighbourhood Plan Steering Group to prepare a draft Uckfield Neighbourhood Plan</p>		<p>The Town Council has been providing administrative support to the group and been working on compiling the information that the steering group members have collected and produced into the key reports required to help build the draft Neighbourhood Plan.</p> <p>The reports are near completion and work is underway with Action in Rural Sussex to compile these into one draft scoping document for Wealden District Council and key partner organisations.</p>	Full Council	Town Clerk

Priority	Status	Notes	Lead Committee	Lead Officer
<p>7. TOWN COUNCIL BUILDINGS We will improve the condition and decoration of Town Council owned buildings, and assess how these buildings could be better utilised.</p>		<p>Work is in progress to improve the decoration of the Town Council's buildings. Decorating is now complete on the first floor of the Civic Centre and is near completion on the ground floor. The main corridors and two stairwells are due to be re-carpeted during February 2019.</p> <p>October saw the refurbishment of Luxfords Restaurant to provide a modern, clean and contemporary space. And since Christmas, the bar area has been spruced up with new flooring and redecoration.</p> <p>Five yearly electrical installation surveys have been carried out on our buildings and remedial works undertaken where necessary.</p> <p>We have also been exploring how our buildings could be better utilised and the options available.</p>	<p>General Purposes Committee</p>	<p>Town Clerk</p>
<p>8. CELEBRATING GREEN INITIATIVES We will work with the Horticultural Association to encourage the conservation of water on allotment plots and run an allotment competition to celebrate attractive and resourceful plot management.</p>		<p>The allotment competition for 2018 went very well, with promotion of the competition being added to noticeboards and the Voice, in Uckfield Matters.</p> <p>Judging took place in July and the results of the judging were announced at this year's allotment conference which took place on Tuesday 11th September 2018.</p> <p>The competition was well received and the conference held in September 2018, enabled plottolders to raise any issues with the Town Council to consider, going forward.</p>	<p>Environment and Leisure Committee</p>	<p>Assistant Town Clerk</p>
<p>9. SAFETY Work will run campaigns to encourage safety and speed reduction; using speed indicator devices and educate school pupils about safety.</p>		<p>The Town Council held its annual road safety day on Wednesday 20th June, which saw over 200 school children attend and learn about the importance of road safety, and safety when walking or cycling on the roads, near the railway and the cliffs. The Speed Indicator Device Working Group have been making good progress and the Town Council agreed in this year's budget to support the Community Speedwatch campaign by contributing to the cost of the community speedwatch equipment. The new equipment is not yet ready but should be shortly. Both groups are keen to find volunteers to support these new initiatives.</p>	<p>Environment and Leisure Committee</p>	<p>Town Clerk/ Assistant Town Clerk</p>

Priority	Status	Notes	Lead Committee	Lead Officer
10. PAVEMENTS AND HIGHWAYS We will work with partner agencies to push for improvements to accessibility and safety		Work continues in liaison with East Sussex Highways to review the issues that the Town Council has raised about the access corridors into the town. East Sussex Highways commissioned a number of surveys in 2018, which will be analysed and feed into the feasibility of improvements in these corridors.	Full Council	Town Clerk
11. IMPROVING FOOTWAY LINKS We will work with partner agencies/landowners to explore how footway links could be improved throughout the town.		Discussions have re-commenced with Welbeck Strategic Land to discuss the proposed footway links between the new development at Ridgewood Farm and Victoria Pleasure Ground.	Full Council/ Environment and Leisure Committee	Town Clerk/ Assistant Town Clerk
12. PUBLIC CONVENIENCE We will work with partner agencies to investigate whether a suitable location can be found for a public convenience and the associated costs of contributing towards installation and maintenance		This is being investigated in association with East Sussex County Council/East Sussex Highways as part of the improvements to the Bus Station.	Full Council	Town Clerk
13. COMMUNICATION We will increase public awareness of the Town Council's activities and increase engagement with residents		Improvements have been made to the monthly edition of the Voice in the Uckfield Matters magazine. The monthly e-bulletin is doing very well for the Civic Centre, and the Civic Centre website is now in place. More frequent posts are being placed on social media. Two new noticeboards have been placed up in the town, in Elizabeth Gardens and Harlands (Mallards Drive) shortly.	Full Council	Town Clerk

Meeting of the Full Council

Monday 25th February 2019

Agenda Item 15.0

TO NOTE THE MAYOR'S ENGAGEMENTS

1.0 Summary

1.1 The report sets out the engagements of the Town Mayor.

3 rd February	4 th Uckfield Scout Group - Bronze and Silver awards ceremony
4 th February	Rotary Club's Civic Dinner
23 rd February	Uckfield & District Lions Anniversary Gala Dinner

TO NOTE THE DEPUTY MAYOR'S ENGAGEMENTS

3 rd February	4 th Uckfield Scout Group - Bronze and Silver awards ceremony
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Councillor S. Mayhew
Town Mayor