



UCKFIELD TOWN COUNCIL

Council Offices, Civic Centre
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Town Clerk – Holly Goring

A Meeting of the **Environment and Leisure Committee** to be held on
Monday 18th November 2019 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 7th October 2019

4.2. Action list – For information only
(Attached)

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

5.0. FINANCE

5.1. To note bills paid

5.2. To note the income and expenditure report
(Attached)

5.3. To consider proposals to expand the Civic Centre's Wood Pellet Hopper
(Attached)

6.0 ADMINISTRATION

- 6.1 To note the minutes of the SLR meeting on 7th August 2019
(Attached)
- 6.2 To review amendments to the Town Council's Tree Policy – No. 48
(Attached)

7.0. ENVIRONMENT

- 7.1 To note the current position of the Town Council's Estates
(Attached)
- 7.2 To review reported crime statistics for Uckfield Town
(to follow)
- 7.3 To consider the costs of adding permanent CCTV cameras to open spaces within the town
(to follow)
- 7.4 To consider further investigations into the addition of a gate/security on Ridgewood Village Hall Car Park
(to follow)

8.0. LEISURE

- 8.1 To review initial proposals and costs associated with upgrading Luxfords Play Area
(Attached)

9.0. REPORTS FROM WORKING GROUPS

- 9.1. Children Stay Safe Day (nothing to report at this time)
- 9.2. Speed Indication Device (SID) Working Group (nothing to report at this time)
- 9.3. Climate Change Working Group (nothing to report at this time)
- 9.4. 2020 VE Anniversary Working Group (nothing to report at this time)

10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- 10.1. Active Uckfield (nothing to report at this time)
- 10.2. Age Concern (Attached)
- 10.3. West Park LNR and Hempstead Meadows LNR – Supporters Group
(Attached)
- 10.4. Luxford Centre Management Committee
(nothing to report at this time)
- 10.5. Uckfield and District Twinning Association
(nothing to report at this time)
- 10.6. Uckfield Parkrun Board
(nothing to report at this time)
- 10.7. Uckfield Plastic Free Working Group
(Attached)
- 10.8. Uckfield Railway Line Parishes Committee
(nothing to report at this time)
- 10.9. Uckfield Youth Club Board
(nothing to report at this time)
- 10.10. Wealden Bus Alliance/Weald Link
(nothing to report at this time)
- 10.11. All Weather Pitch Operational Group
(nothing to report at this time)

11.0 CHAIRMANS ANNOUNCEMENTS

12.0 CONFIDENTIAL BUSINESS

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

- 12.1 To consider a report on the Marketing programme
(Attached)



Town Clerk

12th November 2019

UCKFIELD TOWN COUNCIL

ACTION LIST - FOR INFORMATION ONLY

Environment and Leisure Committee

Please note no resolutions can be made from the action list and is for information only.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL.28.09.16</u>	<p><u>To consider revised byelaws for the Town Council's Local Nature Reserves (LNRs)</u> Members reviewed the amendments to the byelaws which still require Natural England and DEFRA's approval. It was RESOLVED to accept the revised byelaws.</p>	05.09.16	CW	<p>DEFRA responded to DRAFT byelaws 17.5.18 – A further process to be completed and still in discussions with DEFRA.</p> <p>Still waiting confirmation from DEFRA</p>
<u>EL.26.01.19</u>	<p>It was RESOLVED that the Supporter Groups for both reserves be consulted with a view to shorten the byelaws in accordance with DEFRA's comments and report back to the Environment & Leisure committee.</p>	28.01.19		<p>Meeting held with Supporter Groups – amended version sent to DEFRA – waiting for response</p>
	<p><u>Harlands Farm Pond</u> The Ranger is to be asked for ideas to captivate children's interest whilst at the pond.</p>	18.4.17	CW	<p>Passed to Ranger 19.4.17 Nothing planned at this moment in time</p>
	<p>Harlands Farm Pond, VCT and Sussex Wildlife Trust are to be contacted to establish if they can assist with ideas etc. regarding children involvement in the pond.</p>	30.4.18	CW	<p>Email sent but no response.</p>

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL 85.10.17</u>	<u>Request to rent allotment land to the rear of 155 Framfield Road</u> Following further discussion, it was RESOLVED that the new owner be asked to remove the fence back to their boundary in accordance with clause 4 of the license agreement. A license agreement could then be granted for the use of the land for garden use only, to grown vegetables etc, and that this land remains unfenced at all times.	02.10.17	CW	4/2/19 Letter sent to Solicitors 15/4/19 Solicitors advised if no response happy for us to proceed and re-charge costs. Resident has since been in touch with the Town Council and liaised with Assistant Town Clerk. Work is in progress to remove all items, and new shed has been erected behind boundary line.
<u>EL.30.01.19</u>	<u>Bird in Eye Allotment boundary fence rear of 155 Framfield Road</u> It was RESOLVED to give notice to remove all items, failure to do so would result in the Town Council removing the items and recharging costs.	28.01.19		
<u>EL037.04.19</u>	<u>Street Lighting Replacements</u> It was RESOLVED to agree to the implementation of the new columns and the removal of the light in London Road. The new columns are to match existing columns in height.	23.04.19	CW	We have been advised by ES Highways that the streetlighting works in Keld Drive are now complete. NFA.
<u>EL07.06.19</u>	<u>Historical plaques</u> It was RESOLVED in order to try and move the scheme forward, that this be advertised to the wider audience.	03.06.19	TA	At the last meeting of Full Council, one member suggested involving Memories of Uckfield in this initiative, to help build up interest.
<u>EL17.08.19</u>	<u>6.1 Children's Funeral Fund for England</u> It was RESOLVED to amend the reduced fee for children between 1 and 12 years to include 18 year olds to bring in line with The Social Fund (Children's Funeral Fund for England).	27.08.19	HG	Cemetery fees and charges were returned and approved by members of E&L Committee on 7 th October 2019. NFA.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL09.06.19</u>	<p><u>Town Council's involvement in commemorating VE Day 75</u> It was RESOLVED that: (a) the Town Council takes part in the commemoration and celebrations; (b) that a working group be set up to organise the event; (c) that the Committee decide how much to set aside for the event at the 2020/21 budget setting meeting.</p>	03.06.19	WG	In progress.
<u>EL.14.07.19</u>	<p><u>7.2 To consider a 'Bagged Dog Poo' sticker scheme</u> It was RESOLVED that we place details regarding the scheme on Facebook and The Voice to gain initial public response. Further costings for stickers are to be sought. The Committee will discuss the item further when this information has been collated.</p>	15.07.19	TA/HG	To be actioned.
	<p><u>Report from Working Group – Children Stay Safe Day</u> It was suggested that the following be investigated before a decision is made on next year's event: - attendance by First Responders or St. John's Ambulance - put out feelers to see who would be available with different skill sets - members of PTA's to be asked if they wished to sit on the group Further information to be obtained regarding Wealden DC's event to establish if there could be a joint venture.</p>	15.07.19	WG	In progress
<u>EL26.10.19</u>	<p><u>7.2 – Review sheltered seating area in Ridgewood Play Area</u> It was RESOLVED to: (i) note the report; (ii) work with Sussex Police to run a campaign focused on encouraging the reporting of incidents of anti-social behaviour and crime; (iii) further investigate the statistics and evidence available and present this information to the next meeting of the Environment & Leisure Committee.</p>	07.10.19	HG	Crime statistics will be reported to Environment & Leisure Committee on 18 th November 2019.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL27.10.19</u>	<p><u>7.3 Initially consider the costs of adding permanent CCTV cameras to Ridgewood Village Hall and Ridgewood Recreation Ground</u> Seven members voted in support and RESOLVED to further investigate the provision of CCTV in New Road (Ridgewood Village Hall and Ridgewood Recreation Ground) and open up this investigation to include other areas of the town.</p>	07.10.19	HG	Costs are being explored on the installation of CCTV.
<u>EL28.10.19</u>	<p><u>7.4 Note the initial investigations into the addition of a gate/security on Ridgewood Village Hall Car Park</u> Members RESOLVED to further explore the costs associated with installing an entry system on the entrance to the Ridgewood Village Hall Car Park.</p>	07.10.19	HG	Costs are being explored and a meeting has been held with a representative of the Ridgewood Village Hall Committee and Millennium Green Trust.

**UCKFIELD TOWN COUNCIL
PROJECT MONITORING FORM**

Committee	Environment & Leisure		
Project Name	New Cricket Mower	Project Number	46
Resolution Number	Funds	Date	Commentary
<u>FC.86.01.18</u>	£6000		2 Year Project, Final Year
		30/09/2019	An order has been placed for the new Cricket Mower.
		12/11/2019	The new replacement mower and attachments have now been delivered. NFA.

Environment Leisure Committee - 31 Oct '19

	Apr 19 Actuals £	May 19 Actuals £	Jun 19 Actuals £	Jul 19 Actuals £	Aug 19 Actuals £	Sep 19 Actuals £	Oct 19 Actuals £	Actuals to date	Budgets to date	Nov 19 Revised Budget £	Dec 19 Revised Budget £	Jan 20 Revised Budget £	Feb 20 Revised Budget £	Mar 20 Revised Budget £	Total £	2019/ 2020 Budgets
Sales																
Contribution to Town Centre Security	183	0	0	575	0	0	0	758	650	0	0	0	0	0	758	650
Weald Hall Events	1,266	546	1,220	841	540	1,479	1,659	7,551	20,825	2,975	2,975	2,975	2,975	2,975	22,426	35,700
Allotments	17	81	174	0	0	0	110	382	2,740	392	392	392	392	392	2,342	4,700
Allotment Deposit	0	200	350	0	175	50	150	925	300	0	0	0	0	0	925	300
Playing Fields & Pitches, Sport Income	330	1,647	162	73	224	60	0	2,496	3,500	0	7,000	0	0	0	9,496	10,500
Playing Fields & Pitches, Event Income	496	114	289	3,562	70	503	0	5,034	4,700	0	0	0	0	0	5,034	4,700
WDC - West Park Culverts Agreement	0	0	360	0	0	0	0	360	350	0	0	0	0	0	360	350
Cemetery - Interments	2,149	2,782	508	2,182	2,909	730	127	11,387	13,970	1,996	1,996	1,996	1,996	1,996	21,367	23,950
Cemetery - Memorials	495	159	620	155	53	208	293	1,983	3,210	458	458	458	458	458	4,273	5,500
Cemetery - Sundry income	0	84	0	0	0	0	0	84	260	38	38	38	38	38	274	450
Cemetery Maintenance Charge	380	286	95	190	285	0	95	1,331	1,515	217	217	217	217	217	2,416	2,600
Env. Sundry Income	126	0	0	0	0	83	40	249	100	0	0	0	0	0	249	100
Litter/bus station	0	0	331	0	0	0	0	331	640	0	320	0	0	320	971	1,280
Roundabout income	864	0	0	0	0	0	0	864	864	0	0	0	0	0	864	440
Total Sales	6,306	5,899	4,109	7,578	4,256	3,113	2,474	33,735	53,624	6,076	13,396	6,076	6,076	6,396	71,780	91,220

Weald on the Field & Revival Income	0	100	0	2,500	1,809	110	0	4,519	4,469	0	0	0	0	0		4,469
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Purchases																
Clothing - Corp/Prot, Outdoor staff	0	30	37	53	0	0	748	868	250	0	250	0	0	0	1,118	500
Weald on the Field & Revival	492	724	874	3,754	495	1,516	300	8,155	3,000	0	0	0	0	0	8,155	3,000
Street Lights, Supply & Maintenance	0	50	0	0	0	0	0	50	50	0	0	0	8,950	0	9,000	9,000
Street Light Repairs	0	0	0	0	0	0	0	0	0	2,000	0	1,200	0	0	1,200	3,200
Bus Shelters	0	0	0	0	0	0	0	0	0	0	100	0	0	0	100	100
Allotments	723	(874)	50	123	50	300	0	372	1,165	167	167	167	167	167	1,207	2,000
Playing Fields and Pitches	248	6,507	314	62	94	1,161	5,938	14,324	12,125	2,000	0	0	0	1,875	18,199	16,000
Play Areas	215	567	735	616	5	0	0	2,138	2,425	250	0	250	0	75	2,713	3,000
Cemetery, rates	127	124	124	124	124	176	124	923	788	113	113	113	113	0	1,375	1,240
Grave digging	0	0	0	1,600	0	0	640	2,240	2,960	423	423	423	423	423	4,355	5,075
Cemetery, litter	167	117	142	158	92	117	205	998	935	133	133	133	133	133	1,663	1,600
Cemetery Maintenance	0	100	0	0	0	0	0	100	235	33	33	33	33	33	265	400
General Equipment Repairs	6	7	19	220	20	185	243	700	1,165	167	167	167	167	167	1,535	2,000
New Equipment	20	127	536	0	0	58	146	887	1,500	0	0	0	0	0	887	1,500
Grounds Maintenance Contract	1,888	1,888	1,888	1,699	1,888	1,888	0	11,139	13,500	0	0	0	0	0	11,139	13,500
Grounds Maintenance general	1	119	284	141	168	571	259	1,543	990	142	142	142	142	142	2,253	1,700
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	100	0	0	0	100	100
LNRS & Sites of Interest - Ranger	2,383	2,379	2,379	2,379	2,379	3,090	2,379	17,368	17,195	2,456	2,456	2,456	2,456	2,456	29,648	29,475
LNRS & Sites of Interest - Working budget	3	165	0	4	39	378	990	1,579	1,460	208	208	208	208	208	2,619	2,500
Transit	0	0	154	0	545	85	84	868	1,165	167	167	167	167	167	1,703	2,000
Ford Ranger	85	66	67	88	394	279	65	1,044	1,165	167	167	167	167	167	1,879	2,000
Tractor maintenance & running costs	0	48	0	50	53	48	0	199	935	133	133	133	133	133	864	1,600
Movano Vehicle	119	89	87	84	85	245	87	796	1,285	183	183	183	183	183	1,711	2,200
Fencing	0	205	0	0	0	0	0	205	585	83	83	83	83	83	620	1,000
Trees	700	0	0	0	0	480	0	1,180	500	500	500	500	500	500	3,680	3,000
Graffiti Removal	0	0	0	0	0	0	0	0	0	0	0	0	50	0	50	50
Litter Bins	0	0	781	0	0	0	0	781	900	0	0	0	0	0	781	900
Litter Collection, Open spaces	247	261	321	247	462	132	308	1,978	2,685	383	383	383	383	383	3,893	4,600
Horticulture	0	0	150	0	0	0	210	360	300	0	0	0	0	0	360	300
Weald Hall Events	0	0	1,250	128	0	2,540	1,868	5,786	10,000	3,500	9,500	1,500	1,500	1,500	23,286	27,500
Corp Dev - Signage outside areas	0	0	0	0	0	142	0	142	250	0	0	0	0	0	142	250
Groundsmen - Salaries	5,626	6,668	7,131	7,131	7,131	7,131	7,131	47,949	44,863	6,409	6,409	6,409	6,409	6,409	79,994	76,908
Groundsmen - National Insurance	479	523	587	587	587	587	587	3,937	3,478	497	497	497	497	497	6,422	5,963
Groundsmen - Pension	711	955	1,036	1,036	1,036	1,036	1,036	6,846	10,141	1,448	1,448	1,448	1,448	1,448	14,086	17,381
Town Security/CCTV	1,171	71	71	70	71	71	70	1,595	1,750	250	250	250	250	250	2,845	3,000
Road Safety Week	9	545	571	0	0	0	0	1,125	1,600	0	0	0	0	0	1,125	1,600
Floral Displays	0	0	1,724	450	450	450	0	3,074	3,500	0	0	0	0	0	3,074	3,500
Repair & Replacement street furniture	0	919	0	0	0	0	0	919	920	0	1,080	0	0	0	1,999	2,000

Environment Leisure Committee - 31 Oct '19

	Apr 19 Actuals £	May 19 Actuals £	Jun 19 Actuals £	Jul 19 Actuals £	Aug 19 Actuals £	Sep 19 Actuals £	Oct 19 Actuals £	Actuals to date	Budgets to date	Nov 19 Revised Budget £	Dec 19 Revised Budget £	Jan 20 Revised Budget £	Feb 20 Revised Budget £	Mar 20 Revised Budget £	Total £	2019/ 2020 Budgets
Cleaning Materials	0	0	0	0	31	0	0	31	60	0	0	60	0	0	91	120
Performing Rights	0	0	0	0	0	403	0	403	0	0	1,300	0	0	0	1,703	1,300
Event Advertising Marketing	510	733	144	270	499	416	248	2,820	2,335	333	333	333	333	333	4,485	4,000
HMLNR & WPLNR	0	0	0	0	1,000	0	0	1,000	500	0	0	0	0	0	1,000	500
Total Purchases	15,930	23,113	21,456	21,074	17,698	23,485	23,666	146,422	148,660	20,145	26,725	17,405	24,895	17,732	253,491	257,562
New Initiatives																
Safety Surface Hempstead Lane Play Area	0	0	0	0	0	0	5,938	5,938	12,500	0	0	0	0	0	5,938	12,500
To Promote Single Plastcs	205	0	0	0	0	0	0	205	200	0	0	0	0	0	205	200
Dog Bag Dispenser Advertising	1,000	0	0	0	0	0	0	1,000	1,000	0	0	0	0	0	1,000	1,000
Adult Equipment Signs Hempstead/Ridgewood	0	1,397	0	0	0	0	0	1,397	1,340	0	0	0	0	0	1,397	1,340
West Park LNR Boardwalk	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000	2,000	2,000
Additional Grass Cutting ESCC	6,009	0	0	0	0	0	0	6,009	6,500	0	0	0	0	0	6,009	6,500
Total New Initiatives	7,214	1,397	0	0	0	0	5,938	14,549	21,540	0	0	0	0	2,000	10,611	23,540

£847.58 is available in earmarked reserves to cover the £636.00 difference between income, Town Council funds of £3k and expenditure.

Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 5.3

TO CONSIDER PROPOSALS TO EXPAND THE CIVIC CENTRE'S WOOD PELLET HOPPER

1.0 Summary

- 1.1 The Town Council currently has a three-tonne hopper feeding the Civic Centre's bio mass boiler, which is the primary source for heating the Civic Centre. Throughout the winter period, September to April, a pellet delivery arrives every 7 – 10 days depending on the weather conditions.
- 1.2 Unfortunately the current hopper is too small for the size of the boiler and the building. The current set up makes it difficult to estimate what the current capacity is to order another delivery, resulting in sometimes running low on pellets making the building cold, whilst we await a delivery. The Civic Centre has one gas boiler which isn't designed to heat the building in the absence of the boiler.
- 1.3 A situation has now arisen whereby we need to reconsider our options. On hearing that the prices of our current supplier were increasing, the Estates and Facilities Manager wished to review costs and made contact with three pellet suppliers.
- 1.4 The three pellet suppliers approached have advised that three tonnes of pellets is their minimum delivery and we, on average can take between 1.5 – 2.5 tonnes each delivery, meaning there would be a minimum payment charge of three tonnes. It has also been highlighted that pellet manufacturers in the UK are closing, meaning pellets will be shipped from Europe in the future, which negates the effect of "going green".
- 1.5 Current charges per delivery have risen this year (2019/20) from £275 per tonne to £358 per tonne. This is based on factors such as shipping costs and minimum delivery charges.
- 1.6 The Town Council receives RHI payments for using Biomass fuels from Central Government. Based on the past six years, we have paid £51,901 for wood pellets. We have received £51,706 from the Government RHI scheme, which is a benefit to using the current heating system.
- 1.7 Based on the above costings, it is believed the installation of an additional gas fired boiler would not be beneficial or cost effective.
- 1.8 It is therefore proposed to install a larger seven to eight tonne hopper in the Civic Centre basement store room. This would reduce the store room by half. The hopper would feed the current boiler through the wall using a new, longer Auger transport system at a cost of £12,000.
- 1.9 The only foreseen negative to this project is losing 50% of Civic Centre storage space. However, there are numerous positive aspects such as –
 - (i) *Less deliveries reducing carbon footprint. This is based on currently having 10 – 12 deliveries per winter. With this new hopper, it is estimated to have 2 – 3 deliveries per winter;*
 - (ii) *Larger capacity ensuring the heating won't cut off;*
 - (iii) *Larger deliveries reducing delivery costs;*

2.0 Recommendation

2.1 Members are asked to:

(i) note the report;

(ii) agree if they wish to allocate £12,000 in the 2020/21 revenue budgets for carrying out alterations to the bio-hopper (wood pellet hopper).

Contact Officer: Mark Francis

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the Strengthening Local Relationships Liaison Meeting held in the Green Room, Uckfield Civic Centre on Wednesday 7th August 2019

PRESENT: Cllr. Chris Dowling East Sussex County Council
Cllr. Claire Dowling East Sussex County Council
Ian Johnson East Sussex County Council
Cllr. Gary Johnson Uckfield Town Council
Cllr. Jeremy Beesley Uckfield Town Council
George Morris Highway Steward

IN ATTENDANCE:

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

1.0 APOLOGIES

None.

2.0 TO APPROVE THE MINUTES OF MEETING HELD ON 14TH JANUARY 2019

MATTERS ARISING

Grass verges in Downsview Crescent

It was reported that the verges would be put back to grass in early autumn.

Speed Limit on London Road and Surveys

Discussion still on going.

Twitten behind Beeches Close

The Highway Steward to check if resident has carried out the further works required to the trees.

New Road, Ridgewood

There has been no news on the re-lining of the yellow lines and the junction approach. The Highway Steward to check.

3.0 MISSING LIGHT ON CROSSING PONT, LONDON ROAD. POST NO. 510 LONDON ROAD AND JUNCTION OF BROWNS LANE

The Highway Steward to investigate further and talk to ESCC street lighting team.

4.0 DOUBLE YELLOW LINES AT JUNCTION ON SNATTS ROAD AND RINGLES CROSS

This area was assessed approximately one to two years ago. Ian Johnson to re-assess. Since junction improvements crash records down.

This area is No. 13 in a ranking system of 84 for the Uckfield area. It was reported that there had been no crashes recorded in the last three year period. It was therefore unlikely that the installation of double yellow lines would happen.

5.0. OVERGROWN HEDGEROW FROM FERNLEY PARK ENTRANCE TO THE RESTAURANT ON EASTBOURNE ROAD

Enforcement process being undertaken and hedge cutting notices have been sent to land owners.

6.0. HARCOURT ROAD – ROAD HAS HAD A NUMBER OF POT HOLES SPANNING THE LAST 4 YEARS. PATCH UP WORKS HAPPEN EVERY 6 MONTHS DOESN'T SEEM TO BE WORKING AND IT'S A RISK TO CARS AND SAFETY.

No defects were reported at intervention level when the area was visited approximately 4 weeks ago. One defect repaired (pot hole caused broken window) The Highway Steward to ask if the junction was on the list for a more permanent repair.

7.0 ALL THE KERBSIDE OF VERNON ROAD HAS OVERGROWN AND THE KERBS ARE PULLING AWAY FROM THE WALKWAYS AND ARE TRIP HAZARDS.

The Highway Steward to check and report back as soon as possible to UTC and Councillors Dowling's.

8.0 SELBY ROAD - MANY HOMES HAVE MADE DRIVEWAYS BUT THE DROPPED KERB HAS MEANT THAT PATHS ARE CRACKED OR COMPLETELY BROKEN UP. THIS STARTS AT 6 SELBY ROAD AND WORKS ALL THE WAY UP THE ROAD.

The Highway Steward to check the area and report back as soon as possible, to UTC and Councillors Dowling's.

9.0 ANY OTHER BUSINESS

Alexandra Road – dropped kerb

Cllr. Chris Dowling raised the question regarding a dropped kerb marked adjacent to the twitten in Alexandra Road following a complaint.

Cllr Chris Dowling raised serious concerns regarding the communication and information being reported by ES Highways. Initially he was advised by one department at ES Highways that this dropped kerb was nothing to do their authority and then a couple of days later ES Highways confirmed they were the department who gave permission for dropped kerb/pram drops.

Cllr. Chris Dowling wished it to be recorded that he was very critical of the highways department and their apparent lack of information. He is to meet with ES Highways to discuss the matter further.

ES Highways had advised him that no consultation was required to install a dropped kerb/pram drop, even to neighbours, although notification is required to install a Blue Badge Bay.

Request for Zebra Crossing in Framfield Road junction with Alexandra Road

A resident had requested a zebra crossing in Framfield Road outside No. 42.

No accidents reported in the last 10 years.

ESCC's benchmark score for a crossing has to be over 70, which then goes for further appraisal, this area scored.

If UTC thought that it was a priority, the Town Council could apply for community match funding possibly to ES Highways. The cost of a basic crossing was approximately £30,000 plus the design costs, paving, back office costs etc.

Residents - Nightingale Close

A resident reported speeding cars along Eastbourne Road. It was reported that there are no statistics for the area.

Ridgewood Community Speedwatch

Following an initial positive response from residents to assist in the operation of speedwatch, no activity has taken place. Since this meeting, the Speedwatch and SID groups have met, and work has been carried out.

Nevill Road

Cllr. Claire Dowling reported this was ongoing.

Jet Patcher

It was reported that the machine is to arrive in the area in very near future and will operate for 3 months within the county carrying out repairs on some potholes, but not all. The machine would not be undertaking resurfacing.

Cllr. Jeremy Beesley raised concerns regarding the lack knowledge and communication problems within the ESCC departments especially with the overgrown hedges along the Eastbourne Road.

Downsview/Southview Drive and surrounding roads were being monitored during the construction of new premises at the college by the Highway Steward.

10.0 DATE AND TIME OF NEXT MEETING

Wednesday 22nd January 2020 at 9.15am in the Mayors Parlour, Civic Centre Uckfield.

Meeting finished at 10.12am.

UCKFIELD TOWN COUNCIL



TREE POLICY

Policy Number 48		
Issue No.	Date completed	Details of amendments
01	24.11.08	EL061.11.08
02	24.11.14	EL48.11.14
03	18.11.19	Amendment to policy made for consideration by E&L Committee on 18th November 2019.

Formatted: Superscript

1 Introduction

- 1.1 Trees and woodlands have many landscape and wildlife benefits and even dead trees have a high wildlife value.
- 1.2. The Town Council owns significant areas of land within the Town and is responsible for the management of the trees and shrubs in those areas.
- 1.3 The Town Council appreciates the importance of encouraging the planting of native species, but accepts that in certain locations the planting of non-native and ornamental trees could be appropriate. However, wherever possible priority will be given to planting native trees on land owned or land which is donated to the Town Council.

2. Tree Preservation Orders

- 2.1. Wealden District Council has a duty, under the Town and Country Planning Act 1990, when dealing with development proposals, to retain trees and woodland to enhance their contribution to the landscape character of the District. This duty involves the administration of Tree Preservation Orders (TPO) and other forms of tree and hedge protection.
- 2.2. The District Council actively monitors sites and where a contravention of a TPO occurs formal enforcement action may be considered necessary. Anyone who cuts down, uproots, or wilfully destroys a tree or hedge or tops, lops or wilfully damages a tree or hedge in a way that is likely to destroy it is guilty of an offence. Anyone found guilty of this offence is liable upon conviction, to a fine of up to £20,000.
- 2.3. Many of Uckfield Town Council's trees are covered by Tree Preservation Orders and permission must be sought from the District Council before any works can take place.

3.0. Aims

- 3.1 The Council feels it is important that trees, whether protected by TPOs or not, are not felled or lopped unnecessarily on the basis of perceived threats and simple inconvenience.
- 3.2 Uckfield Town Council's policy regarding trees in its ownership is to retain trees and woodlands wherever possible.

4.0 Care of Trees

- 4.1 The Council does, however, have a duty of care to ensure that trees remain safe and will carry out appropriate works if a tree is dangerous.
- 4.2 The Council will carry out a survey of trees in its ownership over a cycle of five years.
- 4.3 Should residents adjacent to woodland feel that tree work is required, they should in the first instance write to the Town Council detailing the problem, e.g. overhanging branches etc. The Council will assess each request individually and respond accordingly, but at all times will have regard to this policy.

- 4.4 Should a resident wish to obtain a professional assessment of the trees from an experienced and qualified tree surgeon or Arboriculturist, the Council would consider such an assessment and may reassess the request.

5.0 Common Law

- 5.1 Under Common Law anyone can prune branches that overhang their boundary, only to the boundary, providing they return the debris to the tree's owner. However, unnecessary pruning can damage a healthy tree and reducing the height can be highly disfiguring and result in decay of structural parts of the tree.
- 5.2 Anyone wishing to exercise this Common Law right should ensure that all works comply with BS 3998: 2010 Tree work recommendations. A copy of which can be obtained from the British Standards Institution, 389, Chiswick High Road, London W4 4AL by Tel: 0208 996 7000 or downloaded from their website
<http://shop.bsigroup.com/ProductDetail/?pid=00000000030089960>
- 5.3 Before carrying out work to any trees, it is up to the individual to check whether or not any Tree Preservation Order or other statutory protection exists. This information can be obtained from Wealden District Council, Vicarage Lane, Hailsham. East Sussex, BN27 2AX. Tel: 01323 443322. Additional information about TPOs can be found at www.wealden.gov.uk
- 5.4 Anyone wishing to prune a tree, under this law, should advise the Council in writing prior to any work being undertaken.

6.0 Tree Wardens

- 6.1 Tree Wardens are volunteers who are appointed by the Town Council who gather information about their local trees and get involved in local tree matters. They report any concerns regarding dangerous or diseased trees and any unauthorised works on trees under Preservation Orders. Anyone interested in becoming a volunteer can contact the Town Council for further information. Periodic training can also be arranged for volunteers.

7.0 Tree for a Tree Scheme

- 7.1 Uckfield Town Council has initiated a scheme whereby if a tree has to be removed due to being dead, dying or decaying, a new tree will be sought and planted in a suitable location, whether it be in the vicinity of the same location, or a more appropriate location across the town, on Uckfield town Council Land.

Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 7.1

TO NOTE THE CURRENT POSITION WITH THE COUNCIL'S ESTATES

1.0 Summary

1.1 This report sets out the current position with the Council's Estates.

Victoria Skatepark

Works have now been completed to the skate park.

Hempstead Play Area

Works are complete to the safety surface under the zip wire and Titan swing.

Hempstead Meadows

The Estates & Facilities Manager is looking at various areas across the Meadows to plant additional trees.

Rocks Park Play Area

Quotes are being obtained to replace the existing fencing surrounding the play area with new bow top fencing.

Boothland Wood

The Estates & Facilities Manager has been approached by the Head of Harlands Primary School with a request to use Boothland wood for "forest school" activities. The current area at Harlands School is too small and the Estates & Facilities Manager is awaiting a list of activities that they would like to carry out. They have a "Leave it how they found it" culture with the children, and it is considered to be a positive aspect of Children's learning about the environment and respecting the woodland wildlife.

Ridgewood Recreation Ground

The safety surface at Ridgewood play area is being washed away from underneath causing spots across the play area to be lower than others. Quotes are being sought to rectify this issue. The play area has now passed its three-year warranty.

2.0 New Initiatives

2.1 Tree for a Tree

Following members agreement in the last committee meeting, to plant a tree when one is cut down, the tree policy has been amended to reflect this in agenda item 6.2 of the Environment & Leisure Committee on 18th November 2019.

2.2 Bellbrook open space

An ecological survey is to be carried out prior to any works being carried out with Bramble clearance.

3.0 Recommendation

3.1 Members are asked to note the report.

Contact Officers: Mark Francis

Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 7.2

TO REVIEW REPORTED CRIME STATISTICS FOR UCKFIELD TOWN

1.0 Summary

- 1.1 During discussions at the last meeting of Environment & Leisure Committee on 7th October 2019, members noted that more evidence was needed to understand the statistics and hotspots of anti-social behaviour and criminal activity within the town, before investment could be made in one area.
- 1.2 A University student on a work placement with Uckfield Town Council has been looking in detail at the crime statistics for Uckfield over the past 18 months (2018 and to date in 2019). The statistics are in the public domain on the Police.UK website but do take some time to trawl through. The original intention of this research was to review the statistics in preparation for any future application for Public Space Protection Orders within the town but in response to previous discussions at Environment & Leisure Committee it was considered useful in members' considerations.
- 1.3 A powerpoint presentation has been attached with presents a summary of the statistics recorded. Please note that the student has listed some areas of the town, because they have been highlighted by residents or local businesses to experience incidents of anti-social behaviour and are not necessarily included as a result of there being very high levels. Please also note that the presentation attached is one person's interpretation of the information available on the Police.UK website.

2.0 Recommendations

- 2.1 Members are asked to consider and note the attached report.

Appendices: Appendix A: Research findings from Police.uk

Contact Officer: Holly Goring

2018/2019 Charts for Uckfield

Research findings

Selected data material based on specific research for the town

The areas shown in the charts are from places that appear a handful or more times according to crime statistics and maps on the Sussex Police website. Other areas did crop up but not frequently enough to be a serious issue, the areas on the graphs are there because they appear to be the most problem areas in a specific part of the town.

Some areas on the charts are shown because they have caused concern and are not necessarily recorded as crimes on the Sussex Police website. These are shown for New Road in Ridgewood and various areas around the school, particularly where children will be walking through to get to and from home.

The charts highlight that there are a handful of places in and around town, particularly in central Uckfield near the petrol station, train station and the Bell Lane area.

The recorded crimes incorporate a variety of offences in each area including mostly ASB and violence and sexual offences, with theft more common in the high street.

The town is split into four sections - the graphs correspond with these sections.

- Uckfield Central
- Uckfield North
- Uckfield New Town
- Uckfield Ridgewood

Police.UK statistics explained

The crime areas shown in these charts relate to the rough location of where a crime would have occurred. The reason for this is victim anonymity. The Police use snap-point location to show a road or a neighbourhood of where the crime was committed. It does not show exactly where that crime happened, this is to ensure the privacy of the victim.

The Police.UK website explains that if a burglary happened at No.10 Madeup Street the website would move the location of the incident to the nearest snap point location.

'If the street where the incident occurred has less than eight postal addresses, the dot will be moved to the nearest street with the required number of postal addresses.'

POLICE.UK

Find your neighbourhood

1. Original approximate location of a burglary



Rather than put a dot over the house where the burglary took place (10 Made-up Street) and identify the victim. The website will **move the location** of this incident **to the nearest snap point location**, as shown in the diagram below:

2. Snap-point location where the burglary is moved to on Police.uk



The Police.uk website will put a dot in the middle of Made-up Street and the descriptive text will state 'there has been a burglary on or near Made-up Street'.

‘Snap-point’ methodology

‘Snap-point methodology has been developed by Police.uk in consultation with the Information Commissioners Office and Data protection specialists. The last revision was undertaken in 2012.’

‘The latitude and longitude locations of Crime and ASB incidents published on this site always represent the approximate location of a crime — not the exact place that it happened.’

‘We maintain a master list of anonymous map points. Each map point is specifically chosen so that it:

- appears over the centre point of a street, above a public place such as a Park or Airport, or above a commercial premise like a Shopping Centre or Nightclub;
- has a catchment area which contains at least eight postal addresses or no postal addresses at all;

Incident recordings

It is important to note that not all incidents are recorded on the mapping tool. This could be due to victims being unsure of their location at the time of the crime, or they may not be able to recall where the incident took place.

Also by anonymising the crime location – it could show as being more than 20km away from where it actually took place - those crimes would also not be shown on the map.

Incident recordings cont'd...

The crimes recorded in the charts are those on the Police website that have been recorded according to Policing policies. Due to this, it could mean that one incident that has two or more victims, the crime would be recorded for each victim. Therefore, crimes shown here are not necessarily all stand alone incidents.

Recording a crime

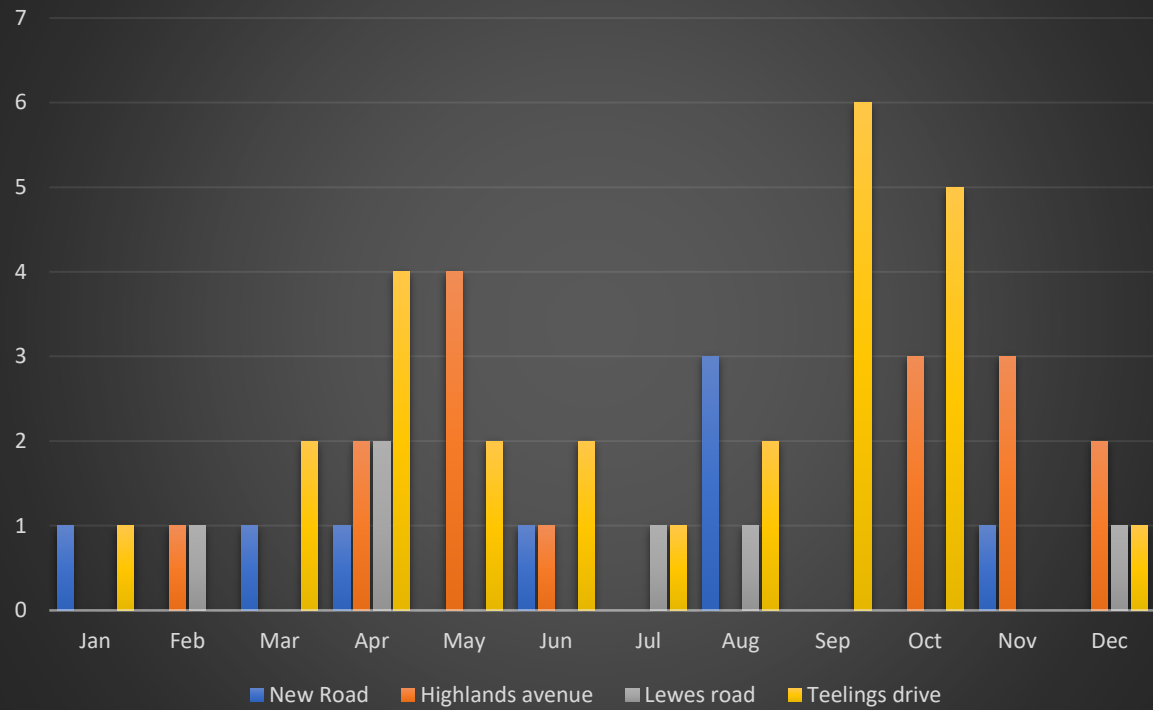
- Once the Police have decided to record a crime, they then need to determine how many crimes to record and what offences have been committed. Consider, for example, a burglary where the car keys are taken from a house and the car has been stolen:
- This may involve two offences: a burglary; and theft of a motor vehicle;
- If there is only one victim and only one offender for all these offences then only one crime would be recorded, although the offender may be charged and convicted of all the offences;
- If there are two or more victims in the same incident, a crime should be recorded for each victim;
- The HOCR require police to record crime at the earliest opportunity, and within 24 hours of the time the reporting officer decides that a crime should be recorded.

Potential issues with Police.UK data

- **Double counting of ASB and Crime** – Police.UK have advised that they suspect that there may be six police forces who are duplicating certain types of ASB incidents in their uploads. They are working with them to resolve this and will make sure that any incorrect data is fixed.
- **Constantly changing data.** The data that forces upload to this site is a snapshot in time at the end of a particular month. For the crimes that are uploaded, some may be reclassified as a different type of crime in future months, or confirmed as a false report after investigation. Similarly, a crime may have its location changed in the source IT system as more information becomes available. In most cases, we would never find out about these later changes unless the force decides to do a complete data refresh. This is fairly rare.
- **Missing outcome data.** Neither the British Transport Police nor the Police Service of Northern Ireland provide the Home Office with outcome data. Although they are exploring the possibility of this.
- **Location accuracy.** Inconsistent geocoding policies in police forces mean they cannot be confident that the location data provided is fully accurate or consistent. This is especially true of crimes where the exact location is not known, which could be because it happened somewhere not included in the force gazetteer system or because the victim is not sure where it happened. Differences in the quality of gazetteer systems is also a big factor. Estimates of geocoding accuracy in different forces range from 60% to 97%.

Research findings from Police.UK

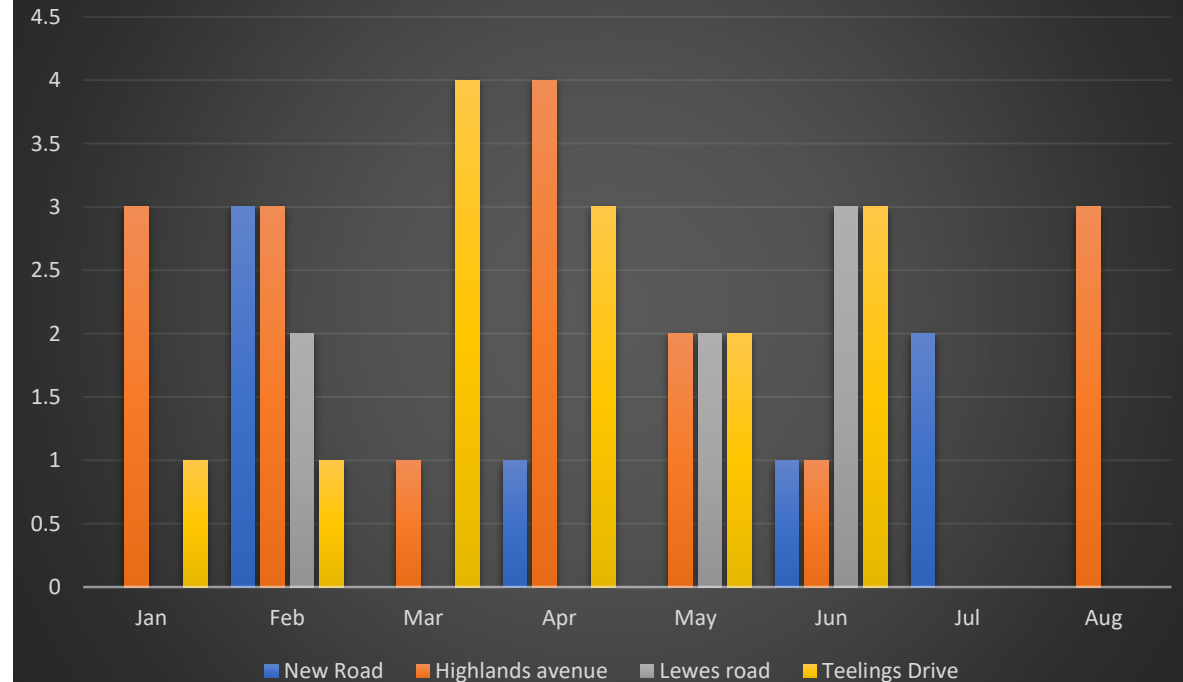
Ridgewood 2018



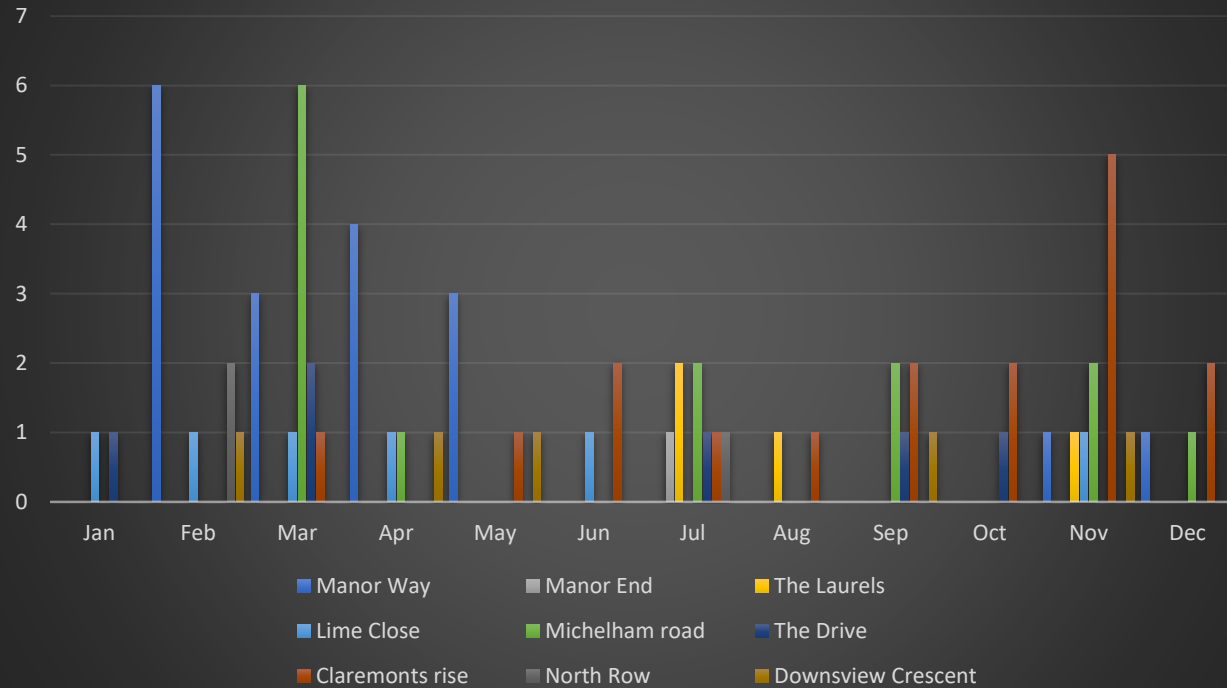
Here we can see that in 2018 the areas in Ridgewood to record most incidents were in the vicinity of Teelings Drive, Fernley Park and Highlands Avenue. With the highest number of crime reports recorded in September 2018. It should be noted however that numbers are low in this area.

In the period of 2019, up to August 2019, the highest level of crime recorded happened in the vicinity of Teelings Drive, Fernley Park and Highlands Avenue. March and April recorded the highest number of incidents in 2019. Numbers remain low in this area.

Ridgewood 2019



North 2018



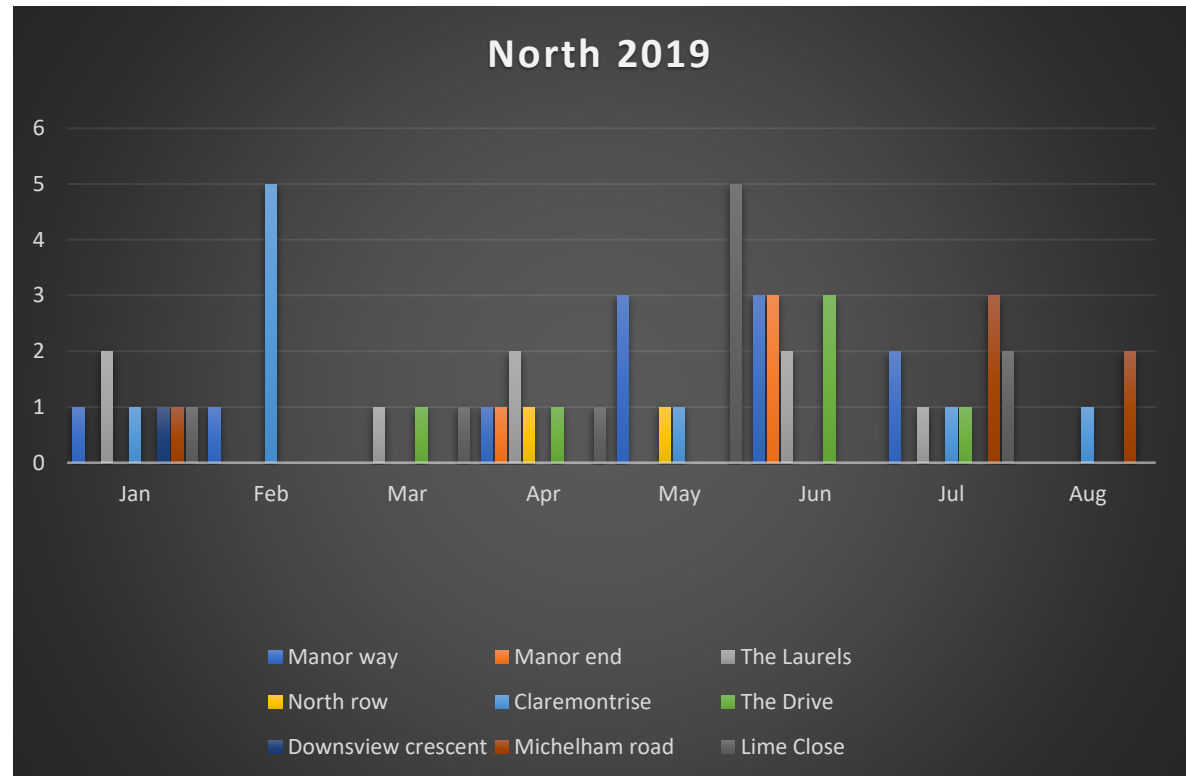
At the start of 2018, there was an increase (spike) in crimes in the vicinity of Manor Way and surrounding roads which then fell gradually towards December 2018. Claremont Rise was highlighted as recording a number of incidents over the course of 2018, and crime in this area picked up particularly towards the end of the 2018. The vicinity of Michelham road also recorded a number of incidents towards the end of the year however, prior to this in March there had been a recorded six crimes.

Towards mid 2019, reported incidents in the vicinity of Manor Way reduce, with only a few sporadic recordings throughout the year.

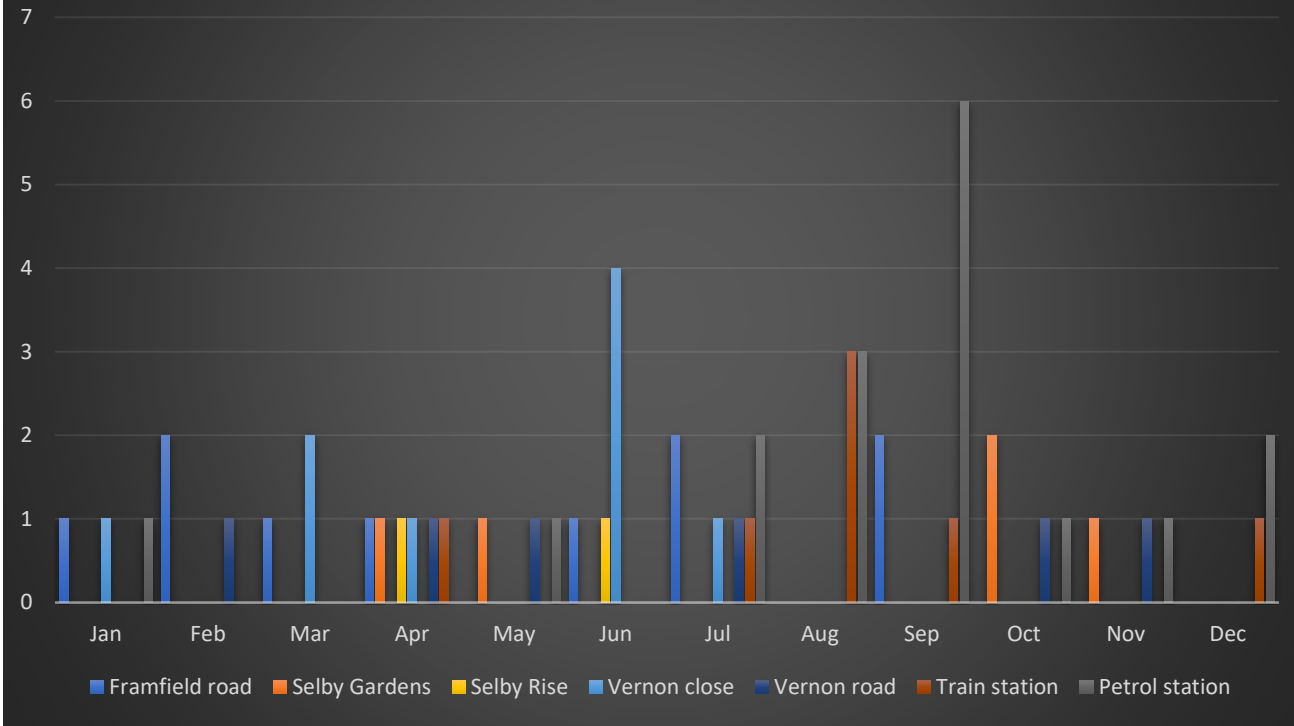
The area of Lime Close also recorded sporadic crime with what appeared to be some peaks of crime offences now and then.

Numbers however remain low in this area.

North 2019



New Town 2018



In 2019 Applegreen petrol station recorded a higher volume of crimes during the year, with April seeing an increase in recorded crimes - seven crimes recorded.

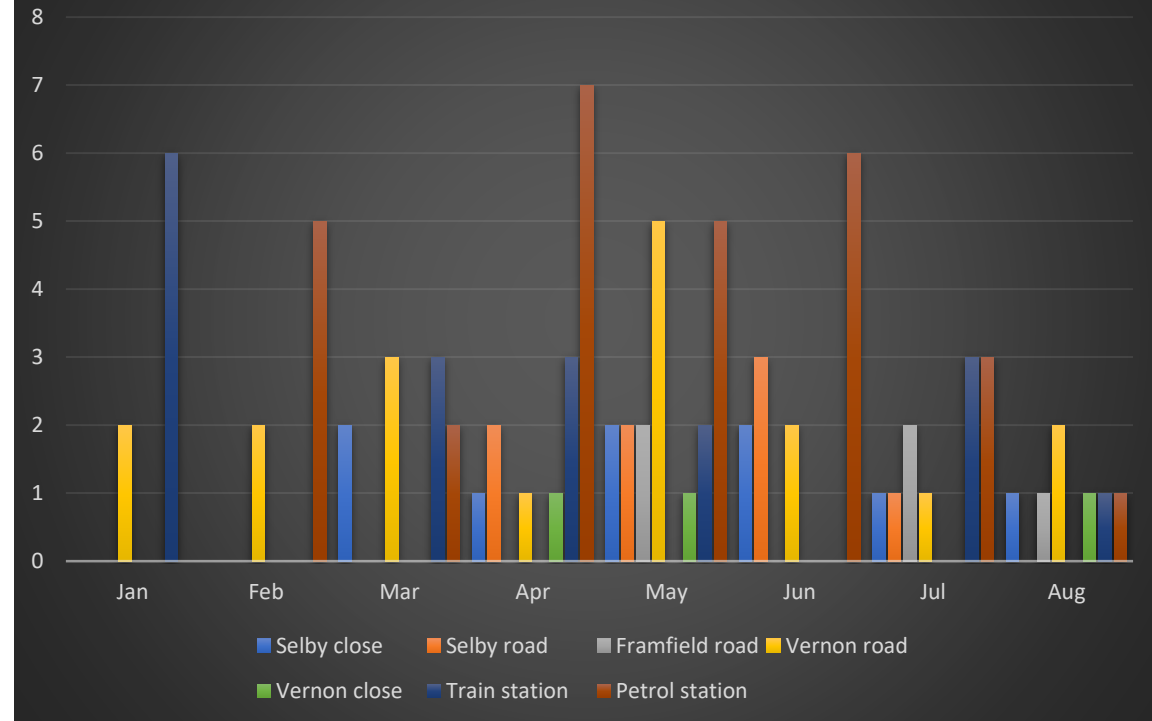
Uckfield Train Station also suffered from a higher level of incidents, than neighbouring roads particularly in January of 2019 with six crimes recorded. Vernon Road, Vernon Close and surrounding areas appeared to remain on the radar throughout the year with an increase apparent between February and July. Numbers still remain relatively low in this area.

A few areas in New Town recorded incidents such as Selby Road and the surrounding areas which continued to record low levels of crime throughout the year.

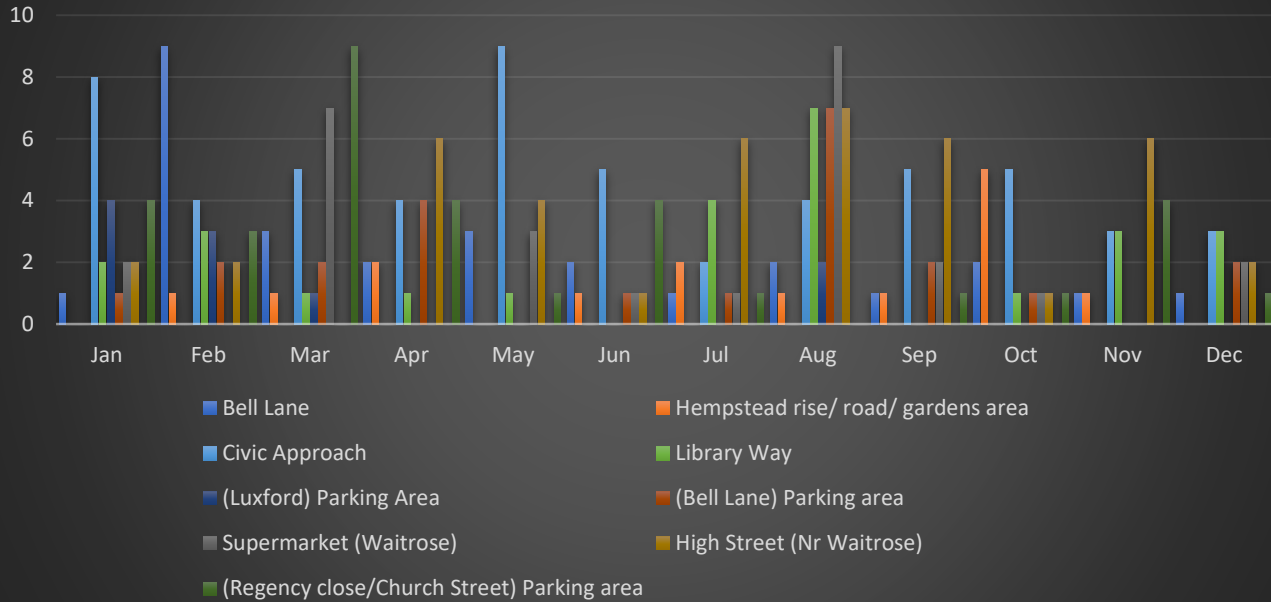
The crimes recorded were not always in large numbers however.

Uckfield Train station and Applegreen Petrol Station also recorded offences all year round.

New Town 2019



Central 2018



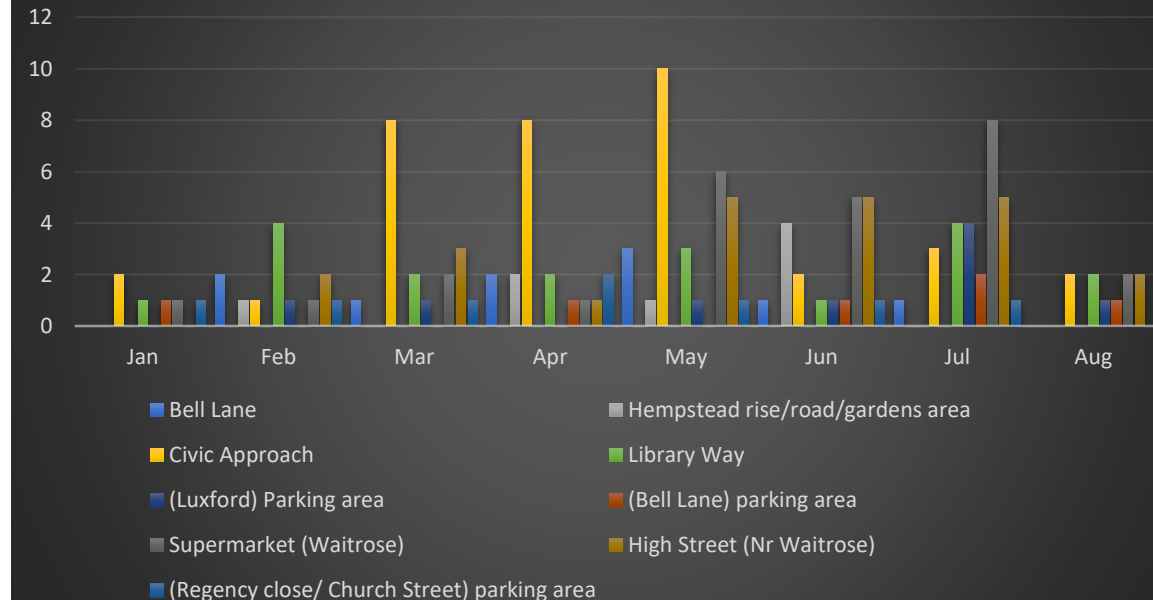
The charts for both 2018 and 2019 show a variety of areas recording incidents of anti-social behaviour or criminal offences. The hotspots for crime in central Uckfield particularly centre around the Bell Lane area and surrounding roads, including the car parks and industrial estate.

Civic Approach also recorded a higher number of crime occurrences throughout the year.

2019 charts for central Uckfield show recurring issues in the Library Way area and including Luxford fields car park. Early in the year Civic Approach appeared to record a higher number of incidents (March through to May) and then tailed off towards the summer, although there were still occurrences happening throughout.

The area located on the crime map on Sussex Police website indicates the issues near the High Street being primarily located towards the lower end of the High Street. With crimes from ASB to theft.

Central 2019



Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 7.3

TO CONSIDER THE COSTS OF ADDING PERMANENT CCTV CAMERAS TO OPEN SPACES WITHIN THE TOWN

1.0 Summary

- 1.1 Work is still underway to understand the costs involved in adding to the existing Town Centre CCTV system and higher end of CCTV recording.
- 1.2 In the meantime, work has continued to consider other areas in the town on UTC land which could benefit from CCTV for detecting and recording crime and anti-social behaviour. These include Osborn Hall/Hempstead Recreation Ground particularly in light of the recent vandalism which is becoming a frequent occurrence in this location. Victoria Pleasure Ground, along with Foresters Hall and West Park Pavilion.
- 1.3 The original estimate provided for Ridgewood Village Hall for three cameras, associated video recording equipment and USB back up for police evidence, a small lockbox, consumables and labour for installation which reached in the region of £1,200 per VAT. This was for Ridgewood Village Hall alone.
- 1.4 To add cameras and associated labour and installation to the other four buildings has been estimated to cost in the region of £1.3k - £1.5k depending on the number of cameras required. You could therefore be looking at up to £10k for all five sites.
- 1.5 This would be a much more affordable option than connecting to the high definition Town Centre CCTV system with fibre optic links to Sussex Police Headquarters, and more affordable than new modern solar panel/wind turbine designed columns to which CCTV can be attached without the need for power and therefore useful in open spaces and on-street use, but these are coming in at around £10k per unit.

2.0 Recommendations

- 2.1 Members are asked to note the above report and advise the Town Clerk if any further action is required.

Contact Officer: Holly Goring

Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 7.4

TO CONSIDER FURTHER INVESTIGATIONS INTO THE ADDITION OF A GATE/SECURITY ON RIDGEWOOD VILLAGE HALL CAR PARK

1.0 Summary

- 1.1 Further to discussions at the previous of Environment & Leisure Committee, investigations have continued into the option of adding a gate or entry system to the entrance to Ridgewood Village Hall Car Park.
- 1.2 At the last meeting, it was quoted that to install a metal high visibility gate and posts to the entrance of the car park, including a locking mechanism and lock would cost in the region of £3,400.00 plus VAT.
- 1.3 To install a fob entry system to the car park, with exit loop sensors, would cost in the region of £6,000.00 plus VAT.
- 1.4 A meeting has since been held with the Chairman of the Ridgewood Village Hall and Millennium Green Trust to understand their views on adding an entry system to the car park.
- 1.5 It was learned that historically there were gates on the car park but were removed for a number of reasons including a recommendation from the local emergency services.
- 1.6 It was noted that Ridgewood Village Hall had to be opened up before 9.00am, so any entry system would need to provide access before this time, but early enough to assist walkers/ people wishing to access Ridgewood Recreation Ground and Millennium Green. The hall at present closed at approximately 10.00pm. It was however highlighted that any unwanted vehicles could enter the car park before this time. It would then be the last hirer's responsibility or that of a nearby resident to ask them to leave. It was possible that the vehicle owner may not wish to leave and this could cause some issues/and risk to the person locking the gate.
- 1.7 There were options available to avoid placing that pressure on a hirer or resident such as placing an entry system on a timer, such as 8.00am to 10.30pm or exit loop sensor, but these options were more costly, with quotations starting in the region of the cost noted above in paragraph 1.3, and would be more for ANPR cameras on exit.
- 1.8 Lighting has been improved in the Ridgewood Village Hall Car Park, more recently, and the hedge has been raised with the Town Council as being in a poor condition. It was felt that the hedge had now grown too high.

2.0 Recommendations

- 2.1 Members are asked to note the above report and advise the Town Clerk if any further action is required.

Contact Officer: Holly Goring

Meeting of the Environment & Leisure Committee

Monday 18th November 2019

Agenda Item 8.1

TO REVIEW THE INITIAL PROPOSALS AND COSTS ASSOCIATED WITH UPGRADING LUXFORDS PLAY AREA

1.0 Summary

- 1.1 This report seeks to update members of Environment & Leisure Committee on the initial work undertaken with play area companies to understand the costs and options for upgrading Luxfords Play Area.
- 1.2 The Estates & Facilities Manager has contacted five play area companies to prepare estimates to upgrade Luxfords play area.
- 1.3 Due to the location of the play area to the High street, Luxfords Car Park, Tesco and local Holy Cross Primary School, it was recommended that this play area should be of high quality. At present, a number of defects have been reported in a recent inspection and various pieces of equipment have been removed.

2.0 Shape and location of the play area

- 2.1 The current play area is on a gradient from the top of the field to the bottom, and its shape is long and thin. As a parent of two young children, the Estates and Facilities Manager has stated that the current design would cause concern and issues if one child was at the bottom of the park and one at the top, in terms of visibility and looking after for more than one young person at a time.
- 2.2 The play area companies have also recommended that the shape of the existing play area be changed to ensure it is accessible for everyone and enable easy manoeuvrability and “flow” between the equipment.

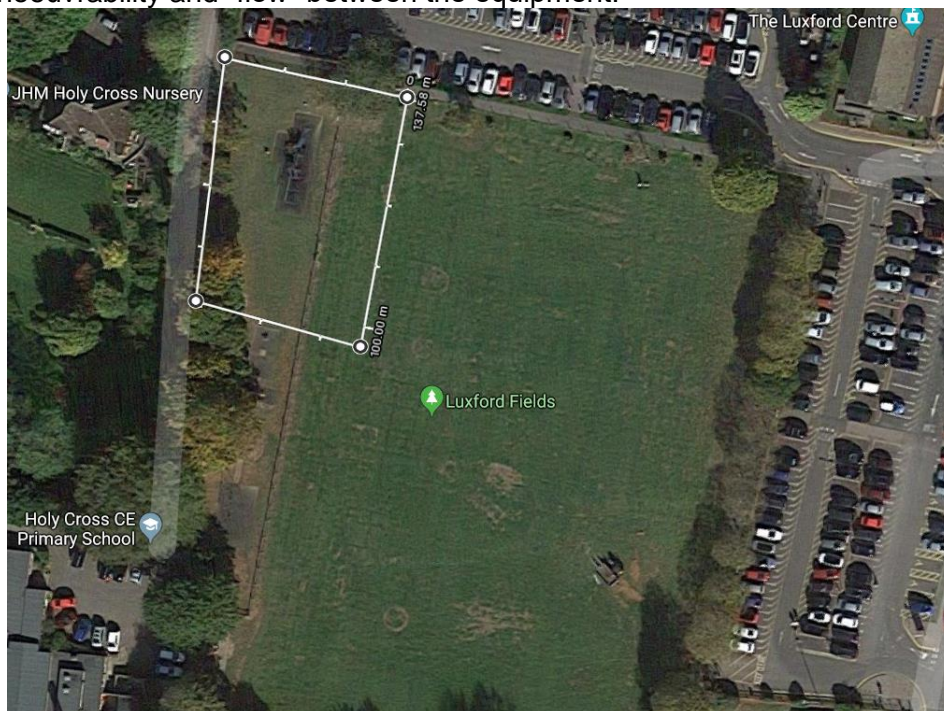


Figure 1 - New proposed shape for Luxfords Play Area.

2.3 With the new shape and design, the play area would reduce in surface area from the original shape between 250m² and 500m². The area no longer in use would be returned back to field and made good. If the play area remained the same shape, there would be less equipment available and there would be issues regarding child/adult separation.

2.4 The field is used for various events throughout the year but it is believed the new design would not affect these and could actually increase the overall surface area of the field itself.

3.0 Indication of cost of the project

3.1 Estimates are in the region of £130,000 to carry out this upgrade. The Town Council currently has £119,053 currently in earmarked reserves.

3.2 The new play area specifications are as follows –

- Replace all fencing with standard “Bow top” fencing;
- New foot path at the top to be more user friendly;
- Low maintenance equipment;
- Leave current trees and picnic areas in situ, this is good for shade for parents and toddlers;
- Install “wow factor” multi use, piece of equipment;
- Equipment for all users and abilities;

4.0 Recommendation

4.1 Members are asked to:

- (i) note the report;
- (ii) agree the shape of the upgraded play area on Luxford Field;
- (iii) agree to set aside a sum of £20,000 within the 2020/21 budgets (new initiatives) towards the upgrade of Luxfords Play Area;
- (iv) give permission for office staff to go out formally to tender for the upgrade of Luxfords Play Area in 2020/21.

Contact Officers: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 18th November 2019

Agenda Item 10.2

REPORTS FROM OUTSIDE BODIES AGE CONCERN – Annual Report

More than 40 people from across the public, private and voluntary sectors attended and enjoyed a varied event highlighting the services and future plans of Age UK East Sussex on 11th October at Faraday House in Eastbourne.

Age UK wishes to thank everyone involved with Age UK East Sussex for your continued support:

- Age UK East Sussex directly supported 15,428 individuals in 2018/19
- Age UK East Sussex also provided 47,785 episodes of care in 2018/19
- Age UK East Sussex continues to provide a range of high quality services and support across the county against an ever challenging landscape.

A copy of Age UK's 2018-19 Annual Report can be found at:

<https://www.ageuk.org.uk/eastsussex/about-us/annual-reports/>

Meeting of the Environment and Leisure Committee

Monday 18th November 2019

Agenda Item 10.3

REPORTS FROM OUTSIDE BODIES

LOCAL NATURE RESERVE SUPPORTERS GROUPS – SEPT '19 REPORT

Uckfield Festival Big Day

The stand at the Big Day drew many visitors and they were able to inform them about the reserves and where they are as well, as the supporters' group. Many did not know the two reserves existed or where they were.

Facebook

As a result of meeting people at the Festival the number of members has now increased to 168. The page is regularly updated with information from members with a wide range of interests in nature and the reserves.

As not everyone uses Facebook it has been requested in the past that there is a link from the Town Council website with information about the woodlands and wildlife areas around Uckfield. Information of where these areas are and how to find them would be helpful to reaching more of the community.

The fixed-point photography that Mr Hall takes every quarter could also go on the website for anyone to view.

Sheep grazing

The Ranger has started preparing for the new temporary sheep grazing area and the sheep are already in the wet meadow helping to reduce the bracken.

Walks

There are more planned walks in the reserves led by Mr Hall and dates will be on Facebook with the next one in October. Just an hour walking in the reserve and it's amazing the variety of birds, insects, plants and fungi that can be found and identified.

Tesco request

The supermarket was approached, earlier in the year, regarding the supporters having an entry in the 'Bags of Help' initiative to raise funds for projects. The project proposed is to buy a range of bird and bat nesting boxes. At present there is a waiting list so it was agreed that we should in the meantime buy a small selection of nest boxes that our present fund allows rather than wait for more funding possibly in 2020.

Update of notice board

This is a useful way to convey updated information in the reserve and can have contact numbers for the Ranger and Town Council as well as information about the Supporters Facebook and email. There is generally little vandalism and litter although some graffiti appeared on the notice board and some dog owners still do not pick up even though there are poo bags provided by the Council.

Meeting of the Environment and Leisure Committee

Monday 18th November 2019

Agenda Item 10.7

REPORTS FROM OUTSIDE BODIES

UCKFIELD PLASTIC FREE WORKING GROUP – 31ST OCTOBER 2019

The meeting was attended by a core team. The Chair was pleased with the overall growth of the group. He highlighted that we have many companies now on the refill scheme. He also felt that the online campaigning was going well particularly with the Facebook page.

Matters that came up in the meeting.

- Talk with Tesco about precycle and seeing if they can follow Sainsbury's scheme;
- Getting recycling bins in town that are next to general waste;
- Getting schools more involved with Uckfield Plastic Free;
- Looking into Tetra Pak recycling stations in Uckfield;
- Getting messages out to the town (using the town crier)

My duties as the leader for youth engagement

As part of the team, my job is to get young people involved with the team. I have messaged all the schools in town to see what they are doing to cut down single-use plastic and look for ideas to share. I am also setting up a scheme with the schools through UPF that is called HIGH FIVE. This is where we look to get each young person to cut out 5 single-use plastics from their everyday lives. Uckfield College are really proactive in respect of being plastic free and have expressed that they want to be involved with the HIGH FIVE scheme and others.

Statement from Uckfield college on what they already do

We have worked with staff, our student council and our catering company to reduce single use plastic. Examples are:

- no plastic cutlery in the canteen, nor in the staffroom;
- we no longer buy bottles of water e.g. candidates on interview have to bring their own water bottle and there are no water bottles for meetings;
- we are working with our catering company and they are introducing compostable plastic containers made out of starch;

I believe Uckfield Plastic Free is growing well and the group have a good and clean message. They are well run and are an asset to our town!

Councillor Ben Cox