



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

Meeting of the **Environment and Leisure Committee** to be held on
Monday 4th May 2020 at 7.00pm

in
REMOTE MEETING (VIA ZOOM)

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 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 17th February 2020 (Attached)
- 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)

6.0 ADMINISTRATION

- 6.1 To note the draft minutes of the Strengthening Local Relationships (SLR) Meeting in January 2020
(Attached)

7.0 ENVIRONMENT

- 7.1 To note the current position of the Town Council's Estates
(Attached)
- 7.2 To consider an update on the Uckfield Community Fridge initiative
(Attached)
- 7.3 To consider a suggestion by Councillor D. French
(Attached)
- 7.4 To note an update on the 2020 Allotment Competition
(Attached)

8.0 LEISURE

- 8.1 To consider an update on the Luxfords Play Area Upgrade
(Attached)

9.0 REPORTS FROM WORKING GROUPS

- 9.1 Climate Change Working Group
(Attached)
- 9.2 2020 VE Anniversary Working Group
(activities placed on hold until autumn 2020)

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
(nothing to report at this time)
- 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
(nothing to report at this time)
- 10.8 Uckfield Railway Line Parishes Committee
(Attached)
- 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

28th April 2020

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Environment and Leisure Committee** held in the Council Chamber, Civic Centre on Monday 17th February 2020 at 7.00pm.

PRESENT:

Cllr. J Beesley (Chairman)
Cllr. K. Bedwell
Cllr. D. Bennett
Cllr. B. Cox

Cllr. D. French (Vice Chairman)
Cllr. G. Johnson
Cllr. A. Smith

IN ATTENDANCE:

One member of the press
Two members of the public
Councillor C. Macve
Councillor P. Sparks

Sarah D'Alessio - Assistant Town Clerk
Mark Francis - Estates & Facilities Manager
Rachel Newton – Senior Administrative Officer
Minutes taken by Sarah D'Alessio/Rachel Newton

1.0. DECLARATIONS OF INTEREST

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on the agenda.

Councillor B. Cox wished to declare a personal interest in agenda item 7.3 due to his involvement in the Community Fridge initiative, and work with the Newtown Action Group.

2.0. STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE CHAIRMAN'S DISCRETION

One member of the audience wished to speak on items on the agenda.

EL.46.02.20 It was **RESOLVED** to suspend standing orders to enable statements from members of the public on matters relating to items on the agenda.

A local resident and allotment holder wished to speak in relation to agenda item 7.3. The resident advised that allotment holders already distributed their surplus stock. They discussed the difficulties of an allotment shelf, that they would like it outside of the boundary fence away from the allotments, and explained a number of allotment dangers that the public may not be aware of. They also wished to highlight the need to reduce dog mess at allotment sites.

EL.47.02.20 It was **RESOLVED** to reinstate standing orders.

3.0. APOLOGIES FOR ABSENCE

Apologies were received from Councillors J. Edwards and S. Mayhew.

4.0. MINUTES

4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 6th January 2020

EL.48.02.20 It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 6th January 2020 be taken as read, confirmed as a correct record and signed by the Chairman.

4.2. Action list

Members noted the action list.

4.3. Project Monitoring List – For information only

There was no project monitoring list, as a result of the projects being completed.

5.0. FINANCE

5.1. To note bills paid

Members noted the bills paid.

5.2. To note the income and expenditure report

Members noted the income and expenditure report.

6.0. ADMINISTRATION

6.1. To consider the future of the calendar competition

One member stated that it would be a shame if we didn't have a calendar for the office wall and at home. It was recognised that technology had moved on, and members were open to discussing alternative options for production in-house, and looking at possibilities to use an Uckfield based printer.

A second member suggested that with advertisements starting to commence in March, it would now be too short notice for this coming year, so for cost cutting and revenue options, perhaps the Town Council should look at changing the calendar competition in the following year (2021).

Another member noted that we tended to see competition entries from the same people each year, so it would be important to spread the word to encourage new interest from budding photographers; through The Voice and social media, i.e. local media may help.

There was mention of perhaps producing a small, laminated wall chart with photos and adverts as a cost saving option. Other suggestions were one sided photographs with advertising around the edge. It was suggested that Uckfield College could be engaged, going forward.

It was proposed for UTC to investigate wall chart cost and feasibility for 2021.

EL.49.02.20 Members **RESOLVED** to:

- (i) note the report, and;
- (ii) request office staff to investigate the suggested alternatives to the current calendar competition for 2021.

7.0. ENVIRONMENT

7.1 To note the current position of the Town Council's Estates

The Estates and Facilities Manager informed members that the pontoon under the railway bridge had now been removed.

Members wished to say thank you for the new bins and the fact that there were less incidences of the bins overflowing in Elizabeth Gardens.

Members subsequently noted the report and special thanks was given to the Estates and Facilities Manager for his detailed report.

7.2 To consider a number of street light repairs

The Estates and Facilities Manager advised members of a meeting with East Sussex Highways regarding streetlighting.

In regards to the streetlights along the footpath between Tesco and Streatfield Road there was an option to replace just four columns. It would not be possible to use a cherry picker in this location and the path had been reported to be very dark by residents.

One member thought the costs outlined were quite reasonable in comparison to other types of lights. They liked the idea of replacing alternate lights along the path to spread the costs, but felt if the Community Infrastructure Levy (CIL) money was available, they should do as much as they could with that money.

Belmont Road connected two major residential estates with elderly residents, and more light would improve residents' feeling of safety, so this was a priority. One member suggested that the CIL money be used and to get this sorted out as soon as possible.

The Estates and Facilities Manager made clear to members that if all work listed was carried out, this would only leave £1k left in earmarked reserves of CIL funds. He also advised that the concrete lamps were falling apart, so if we used these funds now, next year we might need replacement columns, which would not be cost effective. One member mentioned that there might be more CIL money in future.

The members proposed to use the CIL funding available in earmarked reserves and to fix all of the streetlights listed for repair or replacement now. This was seconded.

One member also proposed that the Town Council should start to explore the ability to place charging points in the town and had seen lamp column versions. This could be further discussed at the next meeting.

EL.50.02.20 The proposal was taken to a vote. With only one member abstaining (Cllr. A. Smith) and no votes against, members **RESOLVED** to:

- (i) note the report, and;
- (ii) request that all streetlight repairs or replacements listed in the report be completed using the CIL funds available in earmarked reserves.

7.3 To consider the support the Town Council can provide to the Uckfield Community Fridge Campaign

Members considered a report which set out the aims of a local resident to look at reducing food waste and potential initiatives which would support this within the town. Councillor B. Cox provided further background and information to members about the scheme.

Councillor B. Cox stated that other areas had started to look at the initiative and some areas were more established with their schemes, such as Brighton.

One member raised concerns about guaranteeing food safety, e.g. yoghurt donations. Councillor B. Cox advised that most community fridges worked with supermarkets and there were set rules with regards to perishable goods etc. although transportation of foods had not been looked into in detail yet though.

One member raised a question on how to make sure people accessed the service for the right reasons – Councillor B. Cox advised that there would be a dedicated secure building or container for the fridge which would be under lock and key, for the public to organise and run themselves, and the local resident would form a team to carry out the required tasks.

A query was raised, asking that if someone contracted e-coli, who would be liable for this type of complaint? Councillor B. Cox advised that there had been no issues so far in the local ones that he had researched and they had been run by the local community. Councillor D Bennett suggested that the initiative needed to be in the centre of town.

Councillor K. Bedwell thought it was a lovely idea and hated food waste but was not convinced of safety at that time. Members suggested that visits should be arranged to look at the schemes already running. It was proposed that visits be made to Forest Row and Brighton.

EL.51.02.20 Members **RESOLVED** to:

- (i) note the report, and;
- (ii) request that staff organise a visit to the community fridge schemes in Forest Row and Brighton.

8.0. LEISURE

8.1 To consider the designs for Luxfords Play Area and feedback from the public

Councillor J. Beesley informed members that he had attended the full open day with the Estates and Facilities Manager and Town Clerk. There had been a fantastic response from local primary schools for the poster competition and thanks was given to staff for organising this.

Consideration needed to be given on whether the Town Council wished to invest more funds to provide accessible equipment such as a swing for wheelchair users. The original design had changed to allow wheelchair users onto existing equipment such as the roundabout. A two metre high fence had not been included in the designs at this time, to be placed around a wheelchair swing. This would normally be added in schools so that users did not get hurt by a wheelchair swing user. It was suggested that further investigation into other wheelchair accessible play equipment was also needed.

Enquiries had also been made by the Estates and Facilities Manager of the costs associated for extending the footpath to the newly shaped play area. The cost to have in the region of 75 metres of tarmac laid would be approximately £10k, just type 1 would be in the region of £5k.

The relevance of the castle design put forward by HAGS-SMP was reflected in a number of the school posters.

It was proposed to accept the design from HAGS-SMP but to investigate other accessible play equipment with HAGS which could be incorporated.

EL.52.02.20 Members **RESOLVED** to request that the Estates and Facilities Manager contact HAGS-SMP to advise them that their design had been selected from the three designs put forward, and for further investigations to be undertaken into other means of accessible play equipment.

- 8.2 To consider the opportunities of the 'Our Parks Initiative'
One member was interested in the idea, but felt it would be useful if further investigation could be given towards the costings.

EL.53.02.20 Members **RESOLVED** to request office staff to carry out more research into this initiative and report back.

9.0. REPORTS FROM WORKING GROUPS

- 9.1. Speed Indication Device (SID) Working Group
Members advised that it was regrettable that the programme could not continue at this time, and that the equipment could not be placed where they wanted to use it.

EL.54.02.20 Thanks was given to Councillor P. Sparks for his work on the initiative and members **RESOLVED** to agree that unfortunately the group should be disbanded and other measures be explored for reducing speeding traffic within the town of Uckfield.

- 9.2. Climate Change Working Group
Plans for the EXPO day in June 2020 were going well, with 12 companies already interested in attending.

Going forward it was likely that the workstreams of the community fridge and Uckfield Plastic Free working group would come under the wider remit of the Climate Change Working Group.

Members subsequently noted the report.

- 9.3. 2020 VE Anniversary Working Group
A VE Day 1940s Cabaret evening had now been booked in for Friday 8th May 2020 (doors opening at 7.00pm, event starting at 7.30pm) in the Weald Hall, Uckfield. There would be 1940s music, music from Uckfield Concert Brass and the Uckfield Singers.

Members noted the report.

10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- 10.1. Active Uckfield Group
Nothing to report at this time.
- 10.2. Age Concern (AGM Only)
Nothing to report at this time.
- 10.3. West Park LNR and Hempstead Meadows LNR – Supporters Group
Nothing to report at this time
- 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 Park Run Board
Nothing to report at this time.
- 10.7. Uckfield Plastic Free Working Group
Nothing to report at this time.
- 10.8. Uckfield Railway Line Parishes Committee
Councillor D. Bennett highlighted the importance for local Councillors and local bodies to reiterate their policies in relation to sustainable transport and in particular any support for reopening the Uckfield to Lewes railway line.
- Members noted the report
- 10.9. Uckfield Youth Club Board
Nothing to report at this time.
- 10.10. Wealden Bus Alliance
It was advised that Wealdlink should be invited to the Climate Expo event.
Members subsequently noted the report
- 10.11 All Weather Pitch Operational Group
Nothing to report at this time.

11.0 CHAIRMANS ANNOUNCEMENTS

Councillor J. Beesley highlighted problems with flooding in Mill Lane under the bridge to Roller Mill. Councillor D. Bennett highlighted points with regard to safety in this area. The bridge currently adjacent to the Roller Mill had large gaping holes in parts. No lifesaving equipment was available and it posed a health and safety risk.

Members were aware that this was private property, and it was a private bridge on private land, but small children were at risk. It was acknowledged that in bad weather and high water levels, people did go there to look at the river.

Furthermore, Councillor D. Bennett advised that he saw a three-foot tree trunk, forced down the river in the bad weather in February, so if a small child were to fall in, they wouldn't have a chance.

12.0. CONFIDENTIAL BUSINESS

EL.55.02.20 It was **RESOLVED** that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted it was advisable in the public interest that the public be temporarily excluded and they were instructed to withdraw.

12.1. To consider a report on the Marketing programme

Councillor J. Beesley ran through the report. It was suggested that all VE activities be advertised together. The Weald Hall was going to be decorated and suggested that Bridge Cottage be asked for any props or 1940s memorabilia. Local schools should also be approached to get involved in creating drawings of WW2 posters.

Members subsequently noted the report.

The meeting finished at 20.31pm

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>	<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.	05.09.16	HG	The Town Council has sealed and signed the byelaws. A public notice will be published soon to provide the public with an opportunity to view the byelaws, prior to their submission to the Secretary of State.
<u>EL.26.01.19</u>	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.	28.01.19		
	<u>Harlands Farm Pond</u> The Ranger is to be asked for ideas to captivate children's interest whilst at the pond.	18.4.17	CW	Passed to Ranger 19.4.17 Nothing planned at this moment in time.
	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.	30.4.18	CW	Email sent but no response.
<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	The resident has paid for the items to be removed, but due to Covid-19, the items have yet to be removed. This will be actioned after lockdown has been lifted.

<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		
Resolution No.	Details	Date Raised	Action By	Date Complete
<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 a previous meeting of Full Council, one member suggested involving Memories of Uckfield in this initiative, to help build up interest.
<u>EL09.06.19</u>	<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.	03.06.19	WG	The VE Working Group were progressing plans for events in May 2020. These are now postponed until the autumn.
<u>EL.14.07.19</u>	<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.	15.07.19	TA/HG	To be actioned.
<u>EL26.10.19</u>	<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.	07.10.19	HG	Work to be carried out with Sussex Police.
Resolution No.	Details	Date	Action	Date Complete

		Raised	By	
<u>EL27.10.19</u>	<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.	07.10.19	HG	Members agreed to NOT proceed with the installation of CCTV cameras in the open spaces of Uckfield, at this time, until such evidence or intelligence advises otherwise.
<u>EL28.10.19</u>	<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.	07.10.19	HG	This item is on hold until the works on the car park are due to take place, and the impact of the new PCSOs and their work using local intelligence is visible.
<u>EL.42.01.20</u>	<u>6.1 To consider the renewal of the licence of Selby Meadow</u> Members RESOLVED to: (i) note the report; (ii) renew the licence agreement for Selby Meadow with the Newtown Action Group, for a term of 10 years, with a review undertaken every three years.	06.01.20	HG	The resolution has been reported to the Town Council's solicitors to prepare the necessary arrangements.
<u>EL.43.01.20</u>	<u>7.2 To receive an update on the ecological report on the Town Council's Land at Bellbrook</u> Members RESOLVED to: (i) note the report; (ii) investigate the costs involved of installing an otter holt at the base of the riverbank of Bellbrook open space; (iii) rename Bellbrook open space to 'Riverside Wood' to give it an identity.	06.01.20	MF/HG	Work is in progress to explore these matters.
<u>EL.49.02.20</u>	<u>6.1 To consider the future of the calendar competition</u> Members RESOLVED to: (i) note the report; (ii) Request office staff to investigate the suggested alternatives to the current competition for 2021.	17.02.20	TA/HG	Work is in progress to investigate the suggested alternatives to the current calendar competition for 2021.
Resolution No.	Details	Date Raised	Action By	Date Complete

<u>EL.50.02.20</u>	<u>7.2 To consider a number of street light repairs</u> Members RESOLVED to: (i) Note the report; and; (ii) request that all streetlight repairs or replacements listed in the report be completed using the CIL funds available in earmarked reserves. This was Seconded.	17.02.20	MF	All repairs were requested, but the works have been delayed due to Covid-19 and difficulties getting the parts.
<u>EL.51.02.20</u>	<u>7.3 To consider the support the Town Council can provide to the Uckfield Community Fridge Campaign</u> Members RESOLVED to: (i) Note the report, and; (ii) request that staff organise a visit to the community fridge schemes in Forest Row and Brighton.	17.02.20	HG/Amy/Coral	Work was undertaken to arrange visits, but these have now had to be placed on hold due to Covid-19 restrictions. Update report on agenda item 7.2 of E&L Committee meeting on 4 th May 2020.
<u>EL.52.02.20</u>	<u>8.1 To consider the designs for Luxfords Play Area and feedback from the public</u> Members RESOLVES to: (i) request that the Estates and Facilities Mgr contact HAGS-SMA to advise them that their design had been selected from the three designs put forward, and for further investigations to be undertaken into other means of accessible play equipment.	17.02.20	MF	Update provided in agenda item 8.1 of E&L Committee meeting on 4 th May 2020. NFA for these tasks.
<u>EL.53.02.20</u>	<u>8.2 To consider the opportunities of the 'Our Parks Initiative'</u> Members RESOLVED to request staff to carry out more research into this initiative and report back.	17.02.20	HG/RN	To be progressed and update provided at meeting in June 2020.

UCKFIELD TOWN COUNCIL
PROJECT MONITORING FORM 2020-21

Committee	Environment & Leisure		
Project Name	Tree for Tree Scheme	Project Number	52
Resolution Number	Funds	Date	Commentary
<u>FC92.01.20</u>	£2,500	27.04.20	Work to commence once Covid-19 restrictions have eased.

Committee	Environment & Leisure		
Project Name	Bench on London Road (by Southview Drive)	Project Number	53
Resolution Number	Funds	Date	Commentary
<u>FC92.01.20</u>	£1,000	27.04.20	Work to commence once Covid-19 restrictions have eased.

Committee	Environment & Leisure		
Project Name	ESCC Grass Verge Cutting Contribution	Project Number	54
Resolution Number	Funds	Date	Commentary
<u>FC69.10.19</u>	£4,300	27.04.20	The invoice for the 2020-21 contribution has been paid and totalled £4,271.00. NFA

UCKFIELD TOWN COUNCIL
PROJECT MONITORING FORM 2020-21

Committee	Environment & Leisure		
Project Name	Memorial Plaque/Art Project	Project Number	55
Resolution Number	Funds	Date	Commentary
<u>FC92.01.20</u>	£1,500	27.04.20	Work to commence once Covid-19 restrictions have eased.

	Apr 19 Actuals £	May 19 Actuals £	Jun 19 Actuals £	Jul 19 Actuals £	Aug 19 Actuals £	Sep 19 Actuals £	Oct 19 Actuals £	Nov 19 Actuals £	Dec 19 Actuals £	Jan 20 Actuals £	Feb 20 Actuals £	Mar 20 Actuals £	Total £	2019/ 2020 Budgets
Sales														
Contribution to Town Centre Security	183	0	0	575	0	0	0	0	0	0	0	0	758	650
Weald Hall Events	1,266	546	1,220	841	540	1,479	1,869	2,789	1,887	1,114	474	498	14,523	35,700
Allotments	17	81	174	0	0	0	110	5,053	340	14	130	125	6,044	4,700
Allotment Deposit	0	200	350	0	175	50	150	0	50	50	0	103	1,128	300
Playing Fields & Pitches, Sport Income	330	1,647	162	73	224	144	0	0	8,487	0	0	(928)	10,139	10,500
Playing Fields & Pitches, Event Income	496	114	289	3,562	70	503	0	0	0	0	0	0	5,034	4,700
WDC - West Park Culverts Agreement	0	0	360	0	0	0	0	0	0	0	0	0	360	350
Cemetery - Interments	2,149	2,782	508	2,182	2,909	730	127	4,424	0	0	2,393	2,623	20,827	23,950
Cemetery - Memorials	495	159	620	155	53	208	293	983	0	0	155	960	4,081	5,500
Cemetery - Sundry income	0	84	0	0	0	0	0	42	0	0	0	0	126	450
Cemetery Maintenance Charge	380	286	95	190	285	0	95	380	0	0	190	475	2,376	2,600
Env. Sundry Income	126	0	0	0	0	83	67	0	0	0	0	83	359	100
Litter/bus station	0	0	331	0	0	0	331	0	331	0	0	0	993	1,280
Roundabout income	864	0	0	0	0	0	0	0	0	0	0	0	864	440
Total Sales	6,306	5,899	4,109	7,578	4,256	3,197	3,042	13,671	11,095	1,178	3,342	3,939	67,612	91,220
Weald on the Field & Revival Income	0	100	0	2,500	1,809	110	0	0	0	0	0	0	4,519	4,469
Purchases														
Clothing - Corp/Prot, Outdoor staff	0	30	37	53	0	0	748	0	0	0	114	0	982	500
Weald on the Field & Revival	492	724	874	3,754	495	1,516	300	0	0	0	0	0	8,155	3,000
Street Lights, Supply & Maintenance	0	50	0	0	0	0	0	0	0	24,992	0	8,961	34,003	9,000
Street Light Repairs	0	0	0	0	0	0	0	0	0	1,848	0	0	1,848	3,200
Bus shelters	0	0	0	0	0	0	0	0	0	0	0	0	0	100
Allotments	723	(874)	50	123	50	300	0	(315)	0	(2)	0	764	819	2,000
Playing Fields and Pitches	248	6,507	314	62	94	1,161	1,042	1,127	354	451	2,028	37	13,425	16,000
Play Areas	215	567	735	616	5	0	0	478	5	0	0	0	2,621	3,000
Cemetery, rates	127	124	124	124	124	176	124	124	124	124	0	55	1,350	1,240
Grave digging	0	0	0	1,600	0	0	640	0	960	0	640	960	4,800	5,075
Cemetery, litter	167	117	142	158	92	117	205	108	150	100	102	148	1,606	1,600
Cemetery Maintenance	0	100	0	0	0	0	0	0	0	0	51	0	151	400
General Equipment Repairs	6	7	19	220	20	185	243	358	0	110	0	0	1,168	2,000
New Equipment	20	127	536	309	0	58	146	76	281	605	311	0	2,469	1,500
Grounds Maintenance Contract	1,888	1,888	1,888	1,699	1,888	1,888	1,888	0	0	0	0	0	13,027	13,500
Grounds Maintenance general	1	119	284	141	168	571	259	43	41	272	26	0	1,925	1,700
Hire of Equipment	0	0	0	0	0	0	0	0	165	0	0	0	165	100
LNRS & Sites of Interest - Ranger	2,383	2,379	2,379	2,379	2,379	3,090	2,379	2,376	2,376	2,379	2,376	2,308	29,183	29,475
LNRS & Sites of Interest - Working budget	3	165	0	4	39	378	1,239	58	186	157	238	234	2,701	2,500
Transit	0	0	154	0	545	85	84	0	83	0	81	485	1,517	2,000
Ford Ranger	85	66	67	88	394	335	65	60	64	0	0	0	1,224	2,000
Tractor maintenance & running costs	0	48	0	50	53	48	0	0	0	0	0	0	199	1,600
Movano Vehicle	119	89	87	84	85	245	87	236	108	663	361	576	2,740	2,200
Fencing	0	205	0	0	0	0	0	0	7,996	2,828	0	0	11,029	1,000
Trees	700	0	0	0	0	480	0	10	961	700	350	1,010	4,211	3,000
Graffiti removal	0	0	0	0	0	0	0	0	0	0	0	0	0	50
Litter Bins	0	0	781	0	0	0	0	0	0	0	0	0	781	900
Litter Collection, Open spaces	247	261	321	247	462	132	308	299	209	337	210	189	3,222	4,600
Horticulture	0	0	150	0	0	0	210	0	0	0	0	0	360	300
Weald Hall Events	0	0	1,250	128	0	2,540	1,868	3,091	1,525	2,552	235	0	13,189	27,500
Corp Dev - Signage outside areas	0	0	0	0	0	142	0	0	0	0	0	0	142	250
Groundsmen - Salaries	5,626	6,668	7,131	7,131	7,131	7,131	7,131	7,131	7,510	5,412	5,626	5,626	79,254	76,908
Groundsmen - National Insurance	479	523	587	587	587	587	587	587	639	479	479	479	6,600	5,963
Groundsmen - Pension	711	955	1,036	1,036	1,036	1,036	1,036	1,026	1,092	703	696	562	10,925	17,381
Town Security/CCTV	1,171	71	71	70	71	71	70	157	70	71	71	70	2,034	3,000
Road Safety Week	9	545	571	0	0	0	0	0	0	0	0	0	1,125	1,600
Floral Displays	0	0	1,724	450	450	450	0	0	0	0	0	0	3,074	3,500
Repair & Replacement street furniture	0	919	0	0	0	0	0	0	0	1,828	0	0	2,747	2,000
Cleaning Materials	0	0	0	0	31	0	0	0	0	0	0	0	31	120

	Apr 19 Actuals £	May 19 Actuals £	Jun 19 Actuals £	Jul 19 Actuals £	Aug 19 Actuals £	Sep 19 Actuals £	Oct 19 Actuals £	Nov 19 Actuals £	Dec 19 Actuals £	Jan 20 Actuals £	Feb 20 Actuals £	Mar 20 Actuals £	Total £	2019/ 2020 Budgets
Civic Hospitality	0	0	0	0	167	0	0	0	0	0	0	0	167	0
Performing Rights	0	0	0	0	0	403	0	131	0	0	135	0	669	1,300
Event Advertising Marketing	510	733	144	270	499	416	374	489	275	150	54	230	4,144	4,000
HMLNR & WPLNR	0	0	0	0	1,000	0	0	0	0	0	0	0	1,000	500
Total Purchases	15,930	23,113	21,456	21,383	17,865	23,541	21,033	17,650	25,174	46,759	14,184	22,694	270,782	257,562
New Initiatives														
Safety Surface Hempstead Lane Play Area	0	0	0	0	0	0	5,938	0	0	0	0	0	5,938	12,500
To Promote Single Plastcs	205	0	0	0	0	0	0	0	0	0	0	0	205	200
Dog Bag Dispenser Advertising	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000
Adult Equipment Signs Hempstead/Ridgewood	0	1,397	0	0	0	0	0	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	2,000	2,000
Additional Grass Cutting ESCC	6,009	0	0	0	0	0	0	0	0	0	0	0	6,009	6,500
Total New Initiatives	7,214	1,397	0	0	0	0	5,938	0	0	0	0	0	14,549	23,540

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

The overspend on streetlights and maintenance reflects the order placed for repairs, which have been reported to E&L Committee and agreed. Overspend will therefore be picked up by earmarked reserves and Community Infrastructure Levy funding.

The majority of this expenditure will be paid from earmarked reserves allocated specifically for the replacement of Allotment fencing, and play area enhancements (Rocks Park fencing)

This will be paid from earmarked reserves set aside for Town Twinning Hospitality from 2018/19 budget. A budget of £200 was made available.

As per the highlighted notes above in region of £35k will be allocated to earmarked reserves. So the overspend of £13-14K is more likely to appear as an underspend of £21k in our final accounts for this committee area.

Meeting of the Environment & Leisure Committee

Monday 4th May 2020

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 Town Council's Estates.

All play areas are closed due to lockdown. Zip wire has been removed at Ridgewood and due to the fitting, the Hempstead Zip wire has been cable tied.

Victoria Skatepark

Investigation required in dealing with drainage issues.

Hempstead Lane Play Area

Nothing to report.

Hempstead Meadows

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

Ongoing investigations as to who owns the floating pontoon beneath railway bridge. This has now been removed.

Rocks Park Play Area

Quotes being obtained for a small footpath to join the main footpath with the park gates as mentioned by some residents.

West Park Recreation ground

Nothing to report.

Boothland Wood

Forest School is underway and going well, two visits are being made each week by Harlands Primary School.

Equipment & Vehicles

We have experienced various problems specifically with the Ford Ranger and Vauxhall Movano due to various mechanical issues.

Ridgewood Recreation Ground

The condition of the safety surface at Ridgewood play area is being assessed as the ground level has become undulating in places. Quotes are being sought to repair the issues, as the play area has now passed its three-year warranty.

Elizabeth Gardens

Nothing to report.

Selby Meadows

Two trees blew down in storm on 10th February 2020. Trees were cleared in the following weeks.

Roller Mill

The Estates & Facilities Manager held a constructive meeting with the owners of the Roller Mill on 2nd March 2020 in response to previous conversations. It was recommended that a safety inspection could be carried out by the owners of the Roller Mill to produce a risk assessment for them to work from. As this is private property, UTC has no responsibility in this area.

The owners of the Roller Mill advised that they had repaired 11 pot holes following the River Uck bursting its banks on Mill Lane on 5th March 2020, which will hopefully prevent any pedestrian trip hazards back and forth from the town.

2.0 Recommendations

2.1 Members are asked to note the report.

Contact Officers: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4th May 2020

Agenda Item 7.2

TO CONSIDER AN UPDATE ON THE UCKFIELD COMMUNITY FRIDGE INITIATIVE

1.0 Background

- 1.1 At the meeting of Environment & Leisure Committee on 17th February 2020, members were presented with a report which set out a proposal for a new initiative in the town – a local resident, wished to introduce a number of initiatives to reduce food waste within the town, and enable the sharing of surplus food. It was titled 'community fridge initiative' with additional proposals for the Town Council to look at providing shelving or places for allotment holders to place surplus produce and share goods.
- 1.2 Understandably members had a number of questions, and as a result wished to visit a couple of schemes which were already set up and running. These included schemes at Forest Row and Brighton. Unfortunately with the Covid-19 lockdown these visits have not been possible, but a detailed report has been produced which provides more information on a number of areas which members queried in particular, food safety.

EL.51.02.20 Members RESOLVED to:

- (i) note the report, and;*
- (ii) request that staff organise a visit to the community fridge schemes in Forest Row and Brighton.*

2.0 Brief introduction to Hubub

- 2.1 Hubbub is a charitable organisation that ultimately founded the Community Fridge Network. Their work is important to highlight here to give further understanding to the project. Hubbub and Edventure in Frome have health and safety resource packs that enable volunteers and the project manager to be fully equipped when running the Community Fridge. The packs are heavily detailed with DO's and DON'TS via the Food Standards Agency website, this allows volunteers and the project manager to be fully immersed in the safety of the fridge.
- 2.2 Hubub UK have been designing campaigns that inspire ways of living that are good for the environment and offering practical and realistic solutions that help cut waste, make clothes last longer, save money and create cleaner space to live and work in, and more often than not bring people together.
- 2.3 There are two legal bodies - **Hubbub Foundation UK** is a charity- established to test new ways to engage mainstream audiences in environmental matters. **Hubbub Enterprise** is a social enterprise owned by the charity whose role is to take our best ideas, to scale increasing impact. Any profit generated by the social enterprise goes back to the charity. Full audited accounts are posted on the **Charity Commission Website** and the majority of their funding comes from corporate bodies who they partner with to create campaigns – some essential core support from a small number of charitable foundations.

- 2.4 In 2016, they launched a Community Fridge in Derbyshire to redistribute good food to the community. Since then, Community Fridges have popped up across the UK helping thousands connect to their communities, access nutritious food, save money and reduce waste. To connect the projects and exchange support, Hubbub set up the free Community Fridge Network in 2017.
- 2.5 Hubbub are the founders of the Community Fridge Network and helped to set up more than 80 successful Community Fridges across the UK. When you sign up to the Community Fridge Network and express an interest in setting up your own fridge, they send you a starter pack with all things Community Fridge related. Including a whole section on health and safety.

Section 3 Handling Food briefly outlines personal hygiene and food handling with points to take into consideration.

Section 4 Health and Safety

- Guidance for fridge use
- Putting food in the fridge
- What the fridge CAN and CANNOT accept
- Cooked from certified sources
- Includes – labelling, packaging, allergy information, clean containers, heated food, frozen food
- Taking food from the fridge
- Guidance for freezer use includes – giving to the freezer, instructions for staff, top tips for freezer use etc
- CAN and CANNOT accept examples and extensive
- Taking from the freezer
- Non-perishables
- Maintenance and Monitoring
- Includes – daily tasks, fridge cleaning (as needed), fridge contents monitoring, fridge organisation, cleaning area, fridge reporting
- Weekly tasks – pest checks, fridge deep clean overview, freezer cleaning and monitoring
- How to use 'Safer food better business'

The guide also mentions training of volunteers ensuring all are aware of possible health risks and how to manage this properly. Hubbub also send over check lists to be provided to all volunteers to ensure that they have sufficient knowledge of health and safety and are fully equipped to look after the fridge.

3.0 Information from Rother & Wealden Environmental Health Service

- 3.1 Rother and Wealden Environmental Health service were contacted and advice was provided which stated that once the Uckfield project was able to register as an organisation, they would conduct an inspection of our premises to ensure everything is in order and attached an application for registration of a food business establishment. They also directed us to the following information on their website: <http://www.rother.gov.uk/article/10447/Food-and-workplace-safety>

4.0 Types of food products and advice

- 4.1 What can and cannot go in the fridge?

Can accept (examples)

- Sealed packaged foods
- Cheeses
- Fresh fruit
- Fresh vegetables
- Table sauces
- Pastry
- Unopened pasteurised milk and yoghurt

- Unopened fruit juices
- Salads
- Fresh eggs (traceable Lion stamped eggs with clean shells and a use-by date)

Cannot accept

- Cooked food from your home or unregistered sources
- Unpasteurised milk
- Cooked rice
- Raw milk cheeses
- Pates
- Bean sprouts
- Products which could contain any of the above ingredients
- Unlabelled multiple ingredient items
- Alcohol
- Products that contain alcohol
- Energy drinks

4.2 The Community Fridge Network information includes details on the cleaning of the fridge and daily/weekly tasks to ensure it is kept at the highest standard or cleanliness as possible. There are strict guidelines on what volunteers can and cannot accept into the fridge these are listed above. The idea of a group of volunteers and or a paid co-ordinator is to ensure the safe running of the fridge. Included in the resource are disclaimer's that can be used to place on or near to the fridge so that those using it know what to expect and that they take things following the guidance provided.

4.3 To ensure that best practice is achieved volunteers would need to be equipped with cool boxes when transporting food and the appropriate steps are taken when collecting the surplus produce from local stores. This will all be taken into account when organising the volunteers and organising the rota, scheduling who will pick up what from where and ensuring that their mode of transport is fully equipped to transport all varieties of produce. Hot foods will not be available at the Community Fridge because it would be unable to accommodate the heated aspect, only chilled goods or non-perishables. This means that only cool boxes will be necessary when transporting the produce and various crates to ensure food is separated according to food standard agency guidelines.

5.0 Previous questions raised

5.1 One member raised a question on how do we make sure people access the service for the right reasons.

Response: *The fridge will be managed by a team of volunteers who will be on hand to ensure the fridge is used for the right reasons. The aims and objectives of the fridge are to reduce food waste and to re-distribute surplus produce which would otherwise be thrown away. Anyone taking produce from the Community Fridge will need to sign out what they have taken so that all volunteers and the project manager are able to keep an eye on what has been taken. It is suggested that volunteers advise those using the fridge to only take what they will use, and not to abuse the free produce by taking more than necessary. The fridge will be open when there is food in it, this means that when deliveries turn up and the fridge is fully stocked the community will know via a facebook post.*

One member raised concerns about how to go about guaranteeing food safety, e.g. yoghurt donations

Response: *All volunteers will be fully advised on what goes in the fridge and will manage the cleanliness according to the Food Standards Agency. Transporting such goods will also be carried out by volunteers who have sufficient training in the area and understand the health and safety aspect of transporting surplus produce to the Community Fridge.*

A query was raised, asking what would happen if someone contracted e-coli

Response: *There would be disclaimers placed on and around the fridge explaining to those wanting to take produce from it that it is up to them to check the date on the product. It is also up to consumers to ensure the food they take they would not have an allergic reaction to. All of this will be placed on the fridge in plain sight to ensure consumers know what they are taking and food or drink consumed is at their own risk.*

A member suggested that the initiative needed to be in the centre of town.

Response: *This is feasible provided we gain money via fundraising and are able to set up as an independent organisation that allows us to do this.*

- 5.2 A range of questions have been compiled which members can ask, when visits are arranged to the schemes in Forest Row and Brighton.

6.0 Recommendation

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

Contact officer: Coral Sadler/Holly Goring

Meeting of the Environment and Leisure Committee

Monday 4th May 2020

Agenda Item 7.3

TO CONSIDER A SUGGESTION BY COUNCILLOR D. FRENCH

1.0 Background

- 1.1 In the absence of a Full Council meeting in May 2020, and the relevance of this subject to the terms of reference for the Environment & Leisure Committee, it was considered useful to bring a suggestion forward by a Town Councillor outside of the usual Full Council motion procedure.

2.0 Suggestion being put forward

- 2.1 Councillor D. French felt it would be a sad day when some of the ancient trees are felled as a result of the development being built off Mallards Drive, Uckfield.
- 2.2 Councillor D. French questioned whether the developer could be asked to donate the wood from at least one of the oak trees. The Town Councillor also wished to ask if the developer could cover the costs of producing something from the wood which would be useful to the community, using a local crafts person. Such ideas could include:
- a bench or seat for Harlands School;
 - remembrance/memorial bench as part of the Town Council's project in 2020/21.

3.0 Recommendation

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

Contact officer: Holly Goring

Meeting of the Environment & Leisure Committee

Monday 4th May 2020

Agenda Item 7.4

TO NOTE AN UPDATE ON THE 2020 ALLOTMENT COMPETITION

1.0 Summary

- 1.1 This report provides an update on the procedures that have been advertised to allotment tenants for this year's allotment competition. Obviously if Covid-19 restrictions are still in place, the way in which judging is undertaken may change or the judging period may be slightly delayed.

2.0 Update on Allotment Competition for 2020

- 2.1 Staverton's Nursery has sponsored the Allotment Competition for the last two years, providing the judges and the winners' garden vouchers. After last year's judging day it was agreed that a meeting would be held to re-look at the categories for the competition in an effort to make winning more accessible to all allotment holders and not just those who have more time to spend on their plots.
- 2.2 Tracy Atchison met with Phil Cottingham and Mark Woodhams from Staverton's on 4 March 2020 to discuss the categories and how the competition could be improved. This was a very productive meeting and a way forward was agreed as follows below.

3.0 Introducing an entry form

- 3.1 It has been decided to introduce an entry form for allotment holders to complete in order to be included in the competition. We anticipate that this will reduce the number of entrants considerably but it will make it easier for judging and will capture those plot holders who are keen or motivated about their allotments.

The entry form allows us to:

- *find out how many hours the plot holder has available to spend on their allotment. This will allow the judges to assess the plot according to the time spent on it;*
- *get a personal statement from the plot holder so that we have a better understanding of what they are trying to do on their allotment. Plot holders will be able to expand on what they grow and why. For example, last year one lady was growing a huge variety and number of tomatoes in her greenhouse and it would have been helpful to the judges to know why she was doing this. This should allow us to capture any monocultures, no dig, organic approaches etc.*

The entry form will be available online and also via hard copy from the Civic Centre. It will be introduced and explained (along with the other changes) in an e-newsletter to all allotment holders in March.

4.0 New prizes

4.1 Best Kept Allotment

We are retaining the Best Kept Allotment award for each of the five sites. However, the judges will take into consideration the amount of time available to the entrant to tend their allotment and also their personal statement.

Five winners receive £25 in garden vouchers

£125

4.2 Overall Winner

The overall winner will be chosen from the five best kept allotment winners and their name will be added to the plaque held at the Civic Centre.

4.3 NEW – People’s Choice Award

We will introduce a People’s Choice award where all allotment holders on a site can vote for their favourite allotment/holder on that site. Voting will be via an online form (paper ones will be available if needed). One vote per person and they cannot vote for themselves. We will ask people to consider the following when making their vote:-

- The Allotment Holder
 - Are they friendly? Are they helpful? Do they offer advice or suggestions to other plot holders?
 - Do they share surplus seedlings/plants or produce with other plot holders when they have them?
 - Do they offer to water when another plot holder is away?
- The Allotment
 - Is it kept in a reasonable condition bearing in mind how often the plot holder is able to tend it?
 - Are weeds kept to a minimum and managed so they don’t spread?

Five winners receive £10 in garden vouchers

£50

4.4 New - Ecological Award

This new award will allow the judges to focus on the principles of Reuse, Reduce and Recycle and will include looking at:-

- How the plot holder reuses items such as plastic pots
- The efforts made to conserve water (rainwater harvesting if possible) and reduce the use of water by using mulch or growing varieties requiring less water.
- Encouraging insects and wildlife to the plot. Natural or organic approaches to pest control.
- The entry form allows the allotment holder to make an ecological statement explaining what he/she does to try to meet the items above.

One winner receives £25 in garden vouchers

£25

4.5 Children’s award (up to 12years)

In a change to this award, we intend to allow children to choose what they want to grow. There will be a children’s entry form for them to complete available online and in hard copy.

The entry form also allows them to tell us what they like about the allotment and what they have chosen to grow.

One winner receives £25 in garden vouchers

£25

5.0 Sponsorship

- 5.1 Staverton's have kindly agreed to increase the sponsorship this year to cover the new People's Choice award taking the total sponsorship to **£225**.
- 5.2 The judging will take place in the first week of July – weather dependent – as they feel this is better to judge all the produce being cultivated (even if they are not fully mature).

6.0 Communication

- 6.1 Communicating these changes will be important and will take place via an e-newsletter and notices. Survey Monkey will be used for the online entry forms. The detailed e-newsletter with links to all of the forms was sent out on 21st April 2020, and information also provided in the May edition of Uckfield Matters which is available online at present.

7.0 Recommendations

- 7.1 Members are asked to note the report.

Contact Officers: Tracy Atchison

Meeting of the Environment & Leisure Committee

Monday 4th May 2020

Agenda Item 8.1

TO CONSIDER AN UPDATE ON THE LUXFORDS PLAY AREA UPGRADE

1.0 Summary

- 1.1 This report provides an update to members on the upgrade of Luxfords Play Area and responds to a number of points from the last meeting, whereby it was requested that further work be undertaken to look into other means of accessible equipment:

EL.52.02.20 *Members **RESOLVED** to request that the Estates and Facilities Manager contact HAGS-SMP to advise them that their design had been selected from the three designs put forward, and for further investigations to be undertaken into other means of accessible play equipment.*

- 1.2 HAGS-SMP were advised that their design had been selected and the Estates & Facilities Manager has been working closely with them, to address the additional points raised. Since the Covid-19 lockdown, HAGS-SMP have since furloughed all staff, so all works and enquiries have been postponed for the time being.

2.0 Budget available

- 2.1 Works were approved by members and ordered for the main play area of £130,000 as a result of the public consultation.

- 2.2 As previously advised the budget available for the play area

Budget.

Earmarked Reserves – play area enhancements	£94,053
Revenue new initiatives 2019/20	£25,000
Revenue new initiatives 2020/21	£20,000
Total	£139,053

- 2.3 We recently received Section 106 contributions specifically for play area/recreational facilities to the amount of £17,744.27. We also underspent on the Hempstead Meadows safety surface in 2019/20 as a new initiative and could therefore arrange to carry forward the funds unspent to the amount of £6,500. This totalled £163,297.27 for play area/recreational equipment. Minus the £130,000 already allocated, this leaves an additional budget of £33,297.27.

3.0 Considering other means of accessible equipment

- 3.1 HAGS-SMP suggested installing a ramp design incorporated into the Uckfield Castle which would be like a bridge over the moat. This would have a flat section at the end design like a fort with lots of play panel/features.
- 3.2 They also suggested a sensory path which would be additional to the main footpath, whereby wheelchair users could go on it and feel different textures. This would also have play panels either side and musical instruments.
- 3.3 The industry is trying to “destigmatise” disabled users and trying to create play areas that don’t have specific, obvious disabled equipment.

- 3.4 At the last meeting of Environment & Leisure Committee, members agreed not to install a specific wheel chair swing due to the Health and Safety advice against having an enclosed swing in a location that is not monitored.

However, members did request that additional items be added for all abilities. Additional items include –

- permeable footpath - self-binding gravel from Holy Cross School to the Southern end of the play area. £6,786.30 + VAT;
- additional accessible (wheelchair) ramp into main “Uckfield Castle”- £10,950 + VAT;
- sensory pathway with additional musical equipment - £10,028.08 + VAT;
- additional flat seat swing and an additional inclusive seat increasing to two each. £1,580 + VAT.



Figure 1: Image of proposed sensory footpath, musical instruments

- 3.5 The total cost of the project with the additional items would total £161,522.45 (just shy of the full budget available). Please note that if this amount is spent on this project, no funds are available for other play area upgrades until the next financial year (2021/22) onwards when funds may be set aside by the Town Council or other S106/CIL funding is received.
- 3.6 Over the page a copy of the design of the wheelchair ramp within the Uckfield Castle is included for reference:



Figure 2: Image of wheelchair ramp within “Uckfield Castle”.

4.0 Recommendations

4.1 Members are asked to:

- (i) note the report;
- (ii) take a decision on whether to spend the additional funding available of £31,522.45 on the additional items suggested in this report leaving only £1,774.82 play area budget;
- (iii) advise the Clerk if they require any further changes or additions before the full order is submitted.

Contact Officers: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4th May 2020

Agenda Item 9.1

REPORTS FROM WORKING GROUPS CLIMATE CHANGE WORKING GROUP

At a meeting of the Climate change Working Group in February 2020 we were given a presentation by Kate Weller from the Greening Campaign; a phased campaign being slowly rolled out in towns and villages by Terena Greening.

Originally we thought that the Greening Campaign were going to participate in the working group but it transpired that the campaign is a franchised business venture and they were looking for a financial contribution of £300 towards the costs of printing the phase 1 leaflets and to assist with facilities to promote the campaign via a public meeting in the town.

Some of the ideas within the three phases of the campaign were however very good, but in agreeing to get involved UTC would not be allowed to approach schools or businesses themselves for the Town Council's own campaigns which would also include such as the project and poster competition that was planned for the June EXPO event. Terena would also control who printed the leaflets and our offer of a table at the EXPO was declined as they had planned to launch the campaign separately and didn't want the two workstreams to duplicate or become muddled.

The Climate Change Working Group met again in March and it was felt that climate change was not a commodity to be sold by one business, the idea of the EXPO in June was to promote Eco ideas and involve the Uckfield community and schools, and go forward as an alternate year's focus with Road Safety day. Uckfield Town Council had a role to play in promoting all business in the town and The Greening Campaign; whilst a great platform to get people thinking about climate change was not appropriate in the current circumstances. It was also recognised that any decisions regarding financial contributions would need to be taken to Environment & Leisure Committee, and they had timescales they wished to work within.

The plans for arranging the EXPO event in June were going well and approximately 20 companies had shown interest in attending. We have since contacted those companies to advise that in the circumstances we would postpone the event until later in the year.

The Town Clerk would also be asked to coordinate a visit by the Town Councillors to local primary schools and Uckfield College School Council reps to discuss climate change.

Councillor K. Bedwell
March 2020

Meeting of the Environment and Leisure Committee

Monday 4th May 2020

Agenda Item 10.2

REPORTS FROM OUTSIDE BODIES: AGE CONCERN

The committee meeting held on 7th February 2020, received reports from the Treasurer and Transport Co-ordinator.

The Treasurer reported a healthy bank balance thanks to further grants received and the fact that some drivers did not claim their expenses for local runs. The income and expenditure for the past three months were roughly equal. The drivers have been requested to fill in the expenses form even if not wishing to claim so that an accurate record can be kept.

The Transport Co-ordinator reported that requests had been much lower this quarter despite it being a winter period and that extra drivers had been recruited so there had been improved coverage of requests.

A further grant from Maresfield Parish Council had been received and the Chairman was pursuing other funding sources. It was agreed to further advertise the services offered by organisations.

Councillor C. Macve
March 2020

Meeting of the Environment and Leisure Committee

Monday 4th May 2020

Agenda Item 10.8

REPORTS FROM OUTSIDE BODIES: UCKFIELD RAILWAY LINES PARISHES COMMITTEE

The meeting held on 11th March 2020 was well attended despite the early effects of the Coronavirus onset.

Apologies were received from D. Waldock from GTR who was supervising the Eridge bridge replacement. Clarification on the shuttle bus service during these works confirmed that they would operate between the car park and station only when the bridge was out of commission.

Further discussion again centred around the failed Wealden Local Plan and the consequential anticipated increase in housing numbers which it was felt substantiated the pressing need to reopen the Uckfield/Lewes link, and proceed with BML2. This scheme also being strongly supported by Lewes MP Maria Caulfield. The Government had requested details of proposed rail schemes to be submitted by 6th March and were planning to announce those accepted by Easter.

Southern reported that there had been problems with replacement bus services on the Uckfield and East Grinstead lines which had both been affected by engineering works to reinstate land slips. A recent judgement by disabled campaigners had meant that coaches were no longer available for use as they did not have disabled access. They now had to use accessible buses and there was a shortage of supply so they had not been able to provide a comprehensive replacement service inconveniencing a lot of passengers for which they apologised.

Following the East Grinstead line closure there had been an increase in traffic on the Uckfield line. In the period since the last meeting it was felt that, given the circumstances particularly the weather over winter, things could have been a lot worse. There had been a bank collapse at Edenbridge, the closure of the Tonbridge/Redhill line, closure of the Lingfield/East Grinstead line, further slips at Lingfield, temporary repair at Hever, Edenbridge tunnel, broken rail at South Croydon and to cap it all, discovery of a burial site during repairs and a colony of door mice.

Southern had announced a new timetable for May, with the rebuilding of Gatwick station and there was ongoing discussion on the remodelling of East Croydon with a possible start in 2023 subject to funding.

Councillor C. Macve