



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

Meeting of the **Environment and Leisure Committee** to be held on
Monday 16th November 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 19th October 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 for 2020/21

(Attached)

5.3. Update on new initiatives for the draft budget 2021/22

(Attached)

6.0 ADMINISTRATION (nothing to report at this time)

7.0. ENVIRONMENT

- 7.1 To note the current position of the Town Council's Estates
(Attached)
- 7.2 Updates further to the Strengthening Local Relationships Meeting held on 15th July 2020
(Attached)
- 7.3 To note the current position with the Town Council's Grounds vehicles
(Attached)
- 7.4 To provide an interim update on the issues outstanding at Ridgewood Recreation Ground and Car Park
(Attached)

8.0. LEISURE (nothing to report at this time)

9.0. REPORTS FROM WORKING GROUPS

- 9.1 Climate Change 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
(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 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
(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

10th November 2020

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Environment and Leisure Committee** held on
Monday 19th October 2020 at 7.00pm

REMOTE MEETING (VIA ZOOM)

PRESENT:

Cllr. J. Beesley (Chairman)
Cllr. B. Cox
Cllr. S. Mayhew
Cllr. K. Bedwell

Cllr. D. French (Vice Chairman)
Cllr. J. Edwards
Cllr. G. Johnson

IN ATTENDANCE:

One member of the press (recorded meeting)
One member of the public
Councillor C. Macve

Holly Goring – Town Clerk
Sarah D'Alessio – Assistant Town Clerk & RFO
Mark Francis - Estates & Facilities Manager
Rachel Newton – Senior Administrative Officer
Minutes taken by 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. No declarations of interest were announced.

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

EL.16.10.20 It was **RESOLVED** to suspend standing orders to enable Town Councillor but non-E&L Committee member, Councillor Macve to speak.

Councillor C. Macve was granted permission to speak in relation to item 5.4 on the agenda regarding the map shown on the fees and charges report as incorrect in that it did not pick up the allotments on the east side of the access road to the hospital. The Senior Administrative Officer would arrange for this to be amended. Councillor C. Macve also referred to item 7.2 on the agenda in relation to how the mountain ash tree donated by the Queen was progressing and also if there would be a commemorative plaque attached to it. This would be discussed later in the meeting.

EL.17.10.20 It was **RESOLVED** to reinstate standing orders.

3.0. APOLOGIES FOR ABSENCE

Apologies were received prior to the meeting from both Councillor A. Smith and Councillor D. Bennett due to work commitments.

4.0. MINUTES

4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 7th September 2020

EL.18.10.20 It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 7th September 2020 be taken as read, confirmed as a correct record and signed by the Chairman.

*19:06pm – a local resident had submitted a written request to speak and apologised for his late attendance. Standing orders were deferred in agreement to allow him permission to speak regarding agenda item 4.2 (the minutes of the previous Environment and Leisure meeting held on 7th September 2020). This was specifically in relation to sporting facilities and anti-social behaviour at Ridgewood. He wanted to clarify that football was not the only sport he was interested in but acknowledged that Ridgewood Recreation Ground was probably not large enough for a full size football pitch. Perhaps hockey or stoolball. He also wished to reference the 101 calls and that most of the anti-social behaviour during the summer months was related to people breaching the Covid-19 restrictions, not as much late night ASB.

Members noted these comments made.

4.2. Action list

Councillor J. Beesley referred to outstanding items to the Ridgewood play area - the shelter and installation of CCTV and the gate. Members were still waiting for information from Sussex Police in relation to figures from local residents and a report would be provided in due course with future proposals.

Members noted the action list and Councillor J. Beesley raised items that no longer required action:

EL.14.07.19 – To consider a 'Bagged Dog Poo' sticker scheme.
This action has been superseded by item EL19.09.20 – no further action.
Members agreed to remove this item from the list.

EL.49.02.20 – To consider the future of the calendar competition.
Work was now progress to develop the 2021 calendar in house. An action in progress, can now be removed.
Members agreed to remove this item from the list.

EL10.07.20 – To consider land adjacent to Bird in Eye allotments.
The Senior Administrative Officer had written to the residents at 151/157 Framfield Road serving notice to remove their garden borders. A reminder if necessary to be sent in six months's time and then again three months before.
Members agreed to remove this item from the list.

EL19.09.20 – To consider – Wealden DC's consultation on the extension of their Public Spaces Protection Order for Dog Fouling.
Dog signs had now been placed at Harlands – two on the notice boards and one on the gate at the third corner leading to the hospital. Wealden DC agreed to put a dog bin at the SANGS as requested. UTC were also seeking to put in an extra dog bin at Harlands. UTC would also explore costs to place clearer stickers on dog bins asking dog owners to clear up after their dogs.

Members agreed to remove this item from the list.

Members agreed to remove all above items and subsequently noted the action list.

- 4.3. Project Monitoring List – For information only
Members noted the report.

5.0. FINANCE

- 5.1. To note bills paid

Members noted the bills paid.

- 5.2. To note the income and expenditure report for 2020/21
Members noted the report.

- 5.3. To review fees and charges for Snatts Road Cemetery in 2021/22

Councillor J. Beesley highlighted the recommendations and asked members to give their thoughts towards the proposed changes to the fees and charges by increasing these by 1.5%. Councillor B. Cox proposed that any higher would not be much benefit and that this proposal would be prudent and in line with inflation. Councillor J. Edwards asked if it were financially viable to freeze any increase in costs for a year and if it was possible to compare year to year, however, the Town Clerk pointed out that since each year had been different with regards to burial income and this year particularly because of the pandemic, we found it very difficult to estimate our budgeted income. Councillor S. Mayhew remarked that if we did put off an increase this year then next year we might have to double our fees so for that reason seconded this motion. Members were all in favour of the proposed increase.

EL19.10.20 Members RESOLVED to:

- (i) note the report and;
- (ii) agreed to increase the fees and charges for Snatts Road Cemetery in 2021/22 by 1.5%.

- 5.4. To review fees and charges for Sports facilities and allotments in 2021/22

Councillor K. Bedwell agreed that developing a working group to discuss any future changes to fees and charges would be a good idea and that she would be happy to spend some time looking at this, especially to compare fees with other local areas such as Crowborough and to carry out some research in order to pre-empt any concerns.

Members all agreed with the 1.5% increase to the fees and charges for next year and Councillor B. Cox offered to help with the working group. Councillor S. Mayhew also offered to be a part of the working group. Councillor D. Bennett would be deemed as having a conflict of interest in the work of the working group as a result of being an allotment plot holder so would be unable to assist at a working group however, the Town Clerk said that if he wished to submit his thoughts in writing that would be fine. The Estates and Facilities Manager said that he had already carried out some background work on the allotments and would be able to forward this over once the working group had been set up. The proposal for the increase of 1.5% to the fees and charges was seconded by Councillor B. Cox and members were all in favour.

EL20.10.20 Members **RESOLVED** to:

- (i) note the report and;
- (ii) agreed to increase the fees and charges for Sports facilities and allotments in 2021/22 by 1.5%
- (iii) set up a working group to look in more detail at the fees and charges for allotments and possibly sports facilities, for October 2021 onwards for allotments (and 2022/23 for sports facilities) with Councillors K. Bedwell, B. Cox and S. Mayhew wishing to participate.

Councillor K. Bedwell further asked about the policy details for the recreation grounds in terms of charging and refunding when there was bad weather. The Town Clerk highlighted that this was not the norm; the football paid for a season from August to May; the majority of any refunds given in the past 12 months were due to the Covid-19 pandemic stopping play. The cost of maintaining the pitches was significantly higher than the income the Town Council received.

5.5 To start considering new initiatives for the draft budget 2021/22

Councillor K. Bedwell asked for members to consider Ridgewood recreation ground as a ground for sports facilities and to look at ways of making this area better by way of levelling the pitch or marking it out, as this would otherwise be a wasted space. Councillor J. Edwards agreed that Ridgewood should be utilised.

The Town Clerk wished to make clear that the list of initiatives on the agenda were items that had cropped up over the last few months, but were not exhaustive. The grass verge cutting contribution would be raised at the next full council meeting and some of these items that would need to be raised annually. Items such as the replacement of grounds vehicles, climate change initiatives and street light repairs would need to be considered for the next year also. Members were invited for comments or other suggestions.

A submission from Councillor A. Smith was read out in her absence by the Senior Administrative Officer concerning the lack of and/or replacement of extra large litter bins in several locations; the skate park, Hempstead meadow: one at the base of the field below the play park where the teenagers congregate and one in the meadow itself. Councillor B. Cox suggested more recycling in town in conjunction with what we already had and also praised the success of the animal friendly bins installed around town. He also mentioned that it would be good to place another bin at Victoria Pleasure Ground like those at Luxfords Field and Harlands Farm playing field.

The Estates and Facilities Manager provided further details of a proposal for the purchase of at least one new grounds vehicle in the next couple of years. The Ford Ranger was faulty as the fans no longer worked, no heating and the air conditioning units would need replacing. Also, due to the age of vehicle and cost of works, the Estates and Facilities Manager had told the mechanic to put off for now for members to decide if those repairs were financially viable. Councillor B. Cox asked if a payment plan idea could be an option now towards new vehicles instead. The Estates and Facilities Manager said that the existing vans were fine for now and had passed the MOT, it was just that the fan was not working in one of the vehicle. It was hoped that the Ford Ranger would last until April next year and to not spend any more money on these vehicles during the pandemic.

Councillor S. Mayhew raised the issue that the dog poo bag dispensers had not been replenished; the Town Clerk pointed out that there was concern over hands accessing these during the pandemic, so the Grounds staff took the decision to remove the bag dispensers due to health and safety reasons. Councillor B. Cox

proposed a possible refund but The Town Clerk pointed out that the dog poo bag dispensers were separate to the budget; the whole point of the fee for the dispensers was about the branding with local advertising, so we would have to look back at the original contract for this.

The Town Clerk said that ideally, in order to research costs, any new initiatives would need to be suggested to staff by mid-November and the final figures would need to be provided by early January as the final budget would be adopted at Full Council on 18th January 2021.

Councillor D. French agreed with all of the initiatives put forward on the list. Councillor B. Cox seconded that all items on the list sounded good and asked if members could add extras as time goes on.

EL21.10.20 Members RESOLVED to:

- (i) note the report and;
- (ii) agreed that all the new initiatives suggested be incorporated and any additional ones be added including the additional/replacement bins and recycling bins at Hempstead Meadows, Victoria Pleasure Ground and Harlands Farm Playing Field.

6.0. ADMINISTRATION

(nothing to report at this time)

7.0. ENVIRONMENT

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

Councillor K. Bedwell asked when the rest of the play area equipment would be put back at Ridgewood as this had all been sanitised. The Estates and Facilities Manager said that this would be carried out by Wednesday of that week.

Councillor S. Mayhew asked if the work at Hempstead Meadows would be replaced like for like or whether we would be faced with the same sort of damage if the weather were similar to last year. The Estates and Facilities Manager said that this was not our path by East Sussex Rights of Way and that it was due to be done in May 2020, but did express that during the pandemic, this had been delayed.

Members acknowledged the additional feedback and subsequently noted the report.

7.2 To consider a Tree report from Uckfield Town Council's Ranger

Councillor K. Bedwell wanted to thank the new Ranger for this superb and very informative report - a lot of thought and planning had gone in to this. Councillor S. Mayhew also added that he had discussed the Queen's mountain ash tree and asked for this to be put forward as part of the 'Tree for Tree' proposal - this tree could be planted back in the Elizabeth Gardens as a good news story and would be a commemorative event for Uckfield Town.

The Estates and Facilities Manager then provided further information regarding the tree planting proposals – the Ranger had put a lot of work in to looking at various areas for planting trees and where to source them. He had managed to get a hundred trees for free from the Forestry Commission despite only having been here five weeks, so this was impressive. The Ranger had trimmed back an area in Hempstead Meadows and liaised with The Sussex Flow Initiative (which is the Wildlife Trust Environment Agency within the Trust and Lewes District Council), along with management of the River Ouse – to try to prevent flooding.

They were quite happy with ideas at West Park and the area of Hempstead as this would reduce the amount of water in the soil there, and the area of Hempstead meadow would hopefully muffle any noise from the trains for nearby residents, although to bear in mind that these would be ongoing projects for five to seven years. The West Park strip was obviously quite close to residents so fruit trees could be placed for local residents to enjoy and which would not grow as big, as this was just a strip of grassland. The area at the bottom of Hempstead recreation ground would be excellent as this was at the bottom of the flood plain. These were the three areas the Ranger was hoping to start with and would keep us informed.

Councillor S. Mayhew was happy to propose for this to go ahead and said it was brilliant that this work had already been proposed since the new Ranger had only been here such a short time. Councillor B. Cox asked if there had been certain areas that had specifically been worked out for the flooding as there were areas mentioned in this regard but which could be put forward as a priority, and also, asked about which were the right kind of trees to be planted for this purpose. Councillor J. Beesley re-iterated West Park and the bottom of Hempstead recreation ground, with Sussex Flow interested in the conservation aspect as this would provide a wildlife corridor to the rest of the West Park recreation ground.

EL22.10.20 Members RESOLVED to:

- (i) note the report and commended the new Ranger for his hard work providing suitable areas to plant trees around Uckfield;
- (ii) agree for the Queen's mountain ash tree to be planted in Elizabeth Gardens as a commemorative event.

7.3 To note an update on the allotment competition and conference
Members noted the report and agreed for the remaining certificates and vouchers to be posted to the winners of this year's allotment competition due to Covid-19 restrictions.

7.4 To note an update on the Community Fridge Initiative
Councillor B. Cox said that this was going through a funding process and was moving quite fast and building up quite well so a positive outlook. Members subsequently noted the report.

8.0 LEISURE

8.1 To note an update on sanitising the Town Council's play areas
The Estates and Facilities Manager had contacted another fairly local company in Sussex to quote for sanitising the play areas and found out that they used the same sanitising product. The current company were happy to price match which would also save Framfield Parish Council money in the process who had also agreed to do this for a further three months. This would be reviewed at the next Full Council Meeting in December. Two members asked if dates of the sanitisation could be placed on the Uckfield Town Council website for local residents to see when this had been carried out. Councillor G. Johnson wished to thank the Estates and Facilities Manager for saving the Town Council money by venturing further afield.
Members agreed and noted the report.

9.0 REPORTS FROM WORKING GROUPS

9.1 Climate Change 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

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 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

The Chairman thanked Councillor C. Macve and members noted the report.

10.9 Uckfield Youth Club Board

Nothing to report at this time.

10.10 Wealden Bus Alliance/Weald Link

Members noted the report.

10.11 All Weather Pitch Operational Group

Nothing to report at this time.

11.0 CHAIRMANS ANNOUNCEMENTS

Councillor. J. Beesley announced that it was great to see the re-opening of Luxfords Play Area and lots of positive comments, even though it was unfortunate to see graffiti there on the first night, although there had not been any more since then. He was looking forward to seeing Ridgewood play area back up and running, great work!

12.0 CONFIDENTIAL BUSINESS

EL.23.10.20 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 note a report on the Marketing programme.

Members discussed and subsequently noted the report.

12.2 Town Clerk to give members time to discuss business planning initiatives for 2021/22 and potential priorities i.e. projects, sites, sports grounds etc.

The meeting finished at 20.38pm

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	These initiatives can be reviewed, by the new Ranger once they have settled in post.
	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	
<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.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL26.10.19</u>	<p><u>7.2 – Review sheltered seating area in Ridgewood Play Area</u></p> <p>It was RESOLVED to:</p> <p>(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;</p> <p>(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	Work is currently being undertaken with Sussex Police to review the evidence in detail and closely monitor any reports of anti-social behaviour in Ridgewood Recreation Ground.
<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></p> <p>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	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>	<p><u>7.4 Note the initial investigations into the addition of a gate/security on Ridgewood Village Hall Car Park</u></p> <p>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	This item is on hold until the works on the car park have taken place, and the impact of the new PCSOs and their work using local intelligence is visible.
<u>EL.42.01.20</u>	<p><u>6.1 To consider the renewal of the licence of Selby Meadow</u></p> <p>Members RESOLVED to:</p> <p>(i) note the report;</p> <p>(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.</p>	06.01.20	HG	The resolution has been reported to the Town Council's solicitors to prepare the necessary arrangements.
Resolution No.	Details	Date	Action	Date Complete

		Raised	By	
<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. Town Council Solicitors have been asked to arrange an update with land registry.
<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	A further update report has been received from the steering group – this has been going through a funding process and has been moving quite fast so a positive outlook. Further updates to follow.
<u>EL.60.05.20</u>	<u>7.3 To consider a suggestion by Councillor D. French re: ancient trees to be felled at Mallards Drive</u> Members RESOLVED for all Councillors' suggestions be put forward to developers to cover costs of producing something from the wood which would be useful the community, using a local crafts person.	04.02.20	MF/RN	Suggestions put forward include: donation to Tree for Tree scheme, bench or seat for Harlands School, or remembrance/memorial bench and in meantime, request for Cllrs to come up with own ideas and/or put out to the public.
<u>EL.03.06.20</u>	<u>7.1 To note the current position of the Town Council's Estates</u> <u>The Town Council had been offered a gingko tree from a resident who knew Councillor C. Macve; an 8-foot tall non-native tree</u> Members agreed for the Estates and Facilities Manager to liaise with Councillor A. Smith for further guidance on the best area to place the ginkgo tree.	15.06.20	MF	The resident wished to hold on to the tree until the Autumn, as it would be better to plant before the frost sets in. The resident has been in touch to arrange. In progress.
Resolution No.	Details	Date Raised	Action By	Date Complete

<u>EL.08.07.20</u>	<u>6.1 To consider suggestions put forward for a memorial in West Park Nature Reserve</u> Members noted the report and agreed for the Estates and Facilities Manager to liaise with the Groundsmen and make a decision from thereon for the best ideas for a memorial.	27.07.20	HG/RN	A crowdfunding platform is being used to welcome contributions towards the suggested proposal of installing a granite bench in West Park Nature Reserve. In progress.
<u>EL.09.07.20</u>	<u>7.1 – To consider the current position of the Town Council's estates</u> The Estates and Facilities Manager spoke about the recent shortage of football pitches since lots of groups had increasing numbers of players and there were not enough pitches. Agree for the Estates and Facilities Manager to explore the various options available in terms of increasing the Town Council's sports grounds.	27/07/20	MF	Two football pitches have been installed at Harlands, one for adults and the other slightly smaller (goal posts to accommodate different size pitches). There are further ongoing discussions.
<u>EL.11.07.20</u>	<u>7.3 To consider installing electric charging points at the council buildings</u> Members noted the report and discussed various areas for charging points and agreed for the Estates and Facilities Manager to look in to liaising with Wealden DC and proposals for installation of electric car parking points at various sites.	27/07/20	MF	The Estates and Facilities Manager will provide an update in due course.
<u>EL.16.09.20</u>	<u>7.1 To note the current position of the Town Council's Estates</u> A Council member raised the issue concerning the broken lock on the gate recently installed at the Bird-in-Eye allotments leading from Keld Avenue. The Senior Administration Officer explained that an allotment tenant forgot the code he used so the lock itself will also have to be replaced.	07/9/20	RN	The Senior Administrative Officer has spoken with the Head Groundsman who has now installed a new lock and those residents of BIE site only have all been informed of the new code. There has been some further vandalism by someone who forced the gate open, and a wooden panel had to be re-fixed. NFA
Resolution No.	Details	Date Raised	Action By	Date Complete

<u>EL.18.09.20</u>	<p><u>7.3 To consider - Sharing boxes idea from local resident</u> This idea was submitted on behalf of a local resident by a council member who wished to add that this idea would be down to residents to design, implement and deliver with one person to look after a sharing box each. Councillors would decide on the best places to put them. Various suggestions were given at the meeting, one being to approach community groups such as the Men's Shed to make them or the Lions Club to monitor and maybe propagate a little bit of advertising at the same time. One member mentioned that this was raised in a previous meeting maybe last year and asked for the Senior Administration Officer to look at previous minutes to see if there was any action taken.</p>	07/09/20	RN	The Senior Administrative Officer has spoken with the publisher of the Uckfield Allotments Association Newspaper to ask if anyone would like to take on this initiative.
<u>EL22.10.20</u>	<p><u>7.2 To consider a Tree report from Uckfield Town Council's Ranger</u> Members RESOLVED to:</p> <ul style="list-style-type: none"> (i) agree with the report and commended the new Ranger for his hard work providing suitable areas to plant trees around Uckfield; (ii) agree for the Queen's mountain ash tree to be planted in Elizabeth Gardens as a commemorative event. 	19/10/20	RN	This report highlighted that tree works would be ongoing, some for several years, so would feedback if any issues are raised by the Ranger.

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	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.

PROVISIONAL Environment Leisure Committee as at 31st October 2020
Sports fixtures commenced Jul/Aug 2020

	Apr 20 Actuals £	May 20 Actuals £	Jun 20 Actuals £	Jul 20 Actuals £	Aug 20 Actuals £	Sep 20 Budget £	Oct 20 Budget £	Actuals at 31 Oct 2020	Budgets at 31 Oct 2020	Nov 20 Budget £	Dec 20 Budget £	Jan 21 Budget £	Feb 21 Budget £	Mar 21 Budget £	Total £	2020/21 Budgets
Sales																
Contribution to Town Centre Security	0	0	0	0	575	0	0	575	650	0	0	0	0	0	575	650
Weald Hall Events	(119)	(99)	(26)	(39)	0	14	59	(211)	15,750	2,250	2,250	2,250	2,250	2,250	11,039	27,000
Allotments	77	86	20	35	(21)	(21)	0	176	260	438	2,838	838	438	438	5,166	5,250
Allotment Deposits	357	51	102	2	(50)	(50)	0	412	465	67	67	67	67	67	747	800
Playing Fields & Pitches, Sport Income	0	50	0	383	213	1,309	76	2,031	6,125	875	875	875	875	875	6,406	10,500
Playing Fields & Pitches, Event Income	0	0	0	0	0	0	0	0	3,210	458	458	458	458	458	2,290	5,500
WDC- WPark Culverts Agreement	0	0	0	0	0	0	0	0	0	0	0	0	0	360	360	360
Cemetery - Interments	2,953	5,332	2,566	1,652	3,460	3,456	4,490	23,909	16,040	2,292	2,292	2,292	2,292	2,292	35,369	27,500
Cemetery - Memorials	0	802	254	918	530	205	736	3,444	3,210	458	458	458	458	458	5,734	5,500
Cemetery - Sundry income	0	0	0	0	0	0	0	0	260	38	38	38	38	38	190	450
Cemetery Maintenance Charge	290	579	290	193	290	579	676	2,895	1,515	217	217	217	217	217	3,980	2,600
Env Sundry Income	46	0	0	0	0	0	0	46	115	17	17	17	17	17	131	200
Litter/bus station	0	331	0	0	331	0	0	663	618	331	0	0	331	0	1,325	1,280
Roundabout income	0	0	0	0	864	0	0	864	850	0	0	0	0	0	864	850
Total Sales	3,603	7,132	3,205	3,144	6,192	5,492	6,036	34,804	49,068	7,441	9,510	7,510	7,441	7,470	74,176	88,440

Allotment invoices are due to go out once water rates have been received - Nov 2020

Football season invoices for Sept 2020 to May 2021 will be issued after the Covid-lockdown and split into two due to the uncertainties.

The streetlight repairs paid out in August 2020 will be funded by Community Infrastructure Levy funding within UTC Earmarked reserves

Purchases																
Clothing - Corp & Prot - Indoor staff	0	0	0	0	0	51	42	93	380	54	54	54	54	54	363	650
Weald on the Field & Revival	0	0	0	0	0	0	0	0	3,000	0	0	0	0	0	0	3,000
Street lights, New	0	0	0	0	9,723	0	0	9,723	0	0	0	0	0	0	9,723	0
Street lights, supply & maintenance	0	0	0	0	0	0	50	50	5,250	750	750	750	750	750	3,800	9,000
Street light repairs	0	0	0	0	0	208	0	208	1,460	208	208	208	208	208	1,248	2,500
Bus shelters	0	0	0	0	0	0	0	0	60	8	8	8	8	8	40	100
Allotments	23	7	0	0	81	771	338	1,220	1,185	169	169	169	169	169	2,065	2,030
Playing fields and pitches	15	44	1,514	6,765	957	2,572	103	11,968	9,335	1,333	1,333	1,333	1,333	1,333	18,633	16,000
Play Areas	0	0	0	169	792	0	685	1,646	1,750	250	250	250	250	250	2,896	3,000
Dogs - bin signs/bags	1,000	0	0	0	0	0	0	1,000	1,000	0	0	0	0	0	1,000	1,000
Cemetery, grave digging	0	1,280	1,280	320	0	1,600	0	4,480	2,915	417	417	417	417	417	6,565	5,000
Cemetery, rates & water	148	145	145	145	145	145	145	1,018	733	105	105	105	105	105	1,543	1,258
Cemetery, litter	130	130	167	120	111	148	0	805	935	133	133	133	133	133	1,470	1,600
Cemetery, maintenance	0	0	0	0	0	0	0	0	235	33	33	33	33	33	165	400
General equipment repairs	0	0	191	210	0	0	0	401	1,165	167	167	167	167	167	1,236	2,000
New Equipment	0	0	311	929	217	0	351	1,807	875	125	125	125	125	125	2,432	1,500
Ground Maintenance Contract	2,244	2,244	2,244	2,403	2,244	0	0	11,379	9,625	1,375	1,375	1,375	1,375	1,375	18,254	16,500
Ground Maintenance General	0	71	67	51	38	40	0	267	1,050	150	150	150	150	150	1,017	1,800
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
LNRS & Sites of Interest (Ranger)	2,429	2,029	2,029	0	0	1,489	1,842	9,818	17,582	2,511	2,511	2,511	2,511	2,511	22,373	30,137
LNRS & Sites of Interest (Working budget)	0	0	0	0	0	47	45	92	1,460	208	208	208	208	208	1,132	2,500
Transit	75	76	661	119	49	75	80	1,135	1,165	167	167	167	167	167	1,970	2,000
Ford Ranger	52	0	56	57	1,335	56	0	1,556	1,165	167	167	167	167	167	2,391	2,000
Tractor maintenance & running costs	0	48	182	1,406	47	0	6	1,689	875	125	125	125	125	125	2,314	1,500
Movana Vehicle	78	106	78	81	84	40	32	500	1,165	167	167	167	167	167	1,335	2,000
Fencing	0	0	0	0	0	0	0	0	435	63	63	63	63	63	315	750
Trees	0	0	0	0	0	0	0	0	2,040	292	292	292	292	292	1,460	3,500
Graffiti removal	0	0	0	0	0	0	0	0	30	4	4	4	4	4	20	50
Litter bins	0	0	0	0	0	0	718	718	2,335	333	333	333	333	333	2,383	4,000
Litter collection, open spaces	189	353	358	395	295	316	213	2,119	2,100	300	300	300	300	300	3,619	3,600
Horticulture	0	0	0	0	0	0	0	0	175	25	25	25	25	25	125	300
Roundabout expenditure	0	0	0	0	0	0	0	0	60	8	8	8	8	8	40	100
Weald Hall Events	0	0	0	0	54	111	0	165	11,665	1,667	1,667	1,667	1,667	1,667	8,500	20,000
Corp dev- signage outside areas	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250	250
Groundsmen - salaries	5,658	5,382	5,658	6,037	6,189	7,230	6,443	42,596	46,315	6,617	6,617	6,617	6,617	6,617	75,681	79,400
Groundsmen - National insurance	478	478	478	530	551	695	587	3,796	3,612	516	516	516	516	516	6,376	6,192
Groundsmen - Pension	716	1,067	1,107	766	760	1,242	1,212	6,872	9,646	1,378	1,378	1,378	1,378	1,378	13,762	16,536
Town Security/CCTV	1,171	71	71	71	71	71	71	1,597	1,750	250	250	250	250	250	2,847	3,000
Road Safety Wk (Climate Change EXPO)	0	0	0	0	0	0	0	0	0	0	0	0	0	1,600	1,600	1,600

PROVISIONAL Environment Leisure Committee as at 31st October 2020
Sports fixtures commenced Jul/Aug 2020

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Floral displays	0	803	873	459	459	459	0	3,053	3,100	400	0	0	0	0	3,453	3,500
Repair and replace street furniture	0	0	0	1,200	0	0	0	1,200	875	125	125	125	125	125	1,825	1,500
Cleaning materials	0	0	158	0	0	0	0	158	100	0	0	0	0	0	158	100
Performing rights	0	0	0	0	0	0	0	0	290	42	42	42	42	42	210	500
Event Advertising Marketing	712	0	420	0	0	530	80	1,742	2,335	333	333	333	333	333	3,407	4,000
HMLNR & WPLNR	0	0	0	0	0	0	0	0	290	42	42	42	42	42	210	500
Town Twinning Hospitality	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
Total Purchases	15,118	14,332	18,047	22,233	24,201	17,897	13,042	124,869	151,518	21,017	20,617	20,617	20,617	22,667	230,404	257,053

New initiatives 2020/21

Additional tree planting	0	0	0	0	0	0	0	0		0	0	0	0	2,500	2,500	2,500
Bench on London Road by Southview	0	0	0	0	0	0	0	0		0	0	0	0	1,000	1,000	1,000
ESCC Grass Verge cutting	4,271	0	0	0	0	0	0	4,271		0	0	0	0	0	4,271	4,300
Memorial plaques/art project	0	0	0	0	0	0	0	0		0	0	0	0	1,500	1,500	1,500
Total New Initiatives 2020/21	0	0	0	0	0	0	0	4,271		0	0	0	0	5,000	9,271	9,300

Projects being delivered in 2020/21

Luxford Field Play Area	0	0	0	99,645	58,877	0	0	158,522		0	0	0	0	0	N/A	161,522
Ridgewood Village Hall Improvements	0	11,000	0	0	0	19,500	0	30,500		0	0	0	0	0	N/A	48,500

Meeting of the Environment and Leisure Committee

Monday 16th November 2020

Agenda Item 5.3

UPDATE ON NEW INITIATIVES FOR DRAFT BUDGETS 2021/22

1.0 Summary

- 1.1 The report details further new initiatives members may wish to include in the 2021/2022 draft budgets.

2.0. New initiatives

- 2.1. At the Environment & Leisure meeting on the 19th October the following items were discussed as potential items for inclusion:

- ESCC Grass Verge Cutting Contribution – £4,271;
- Replacement of Ridgewood Play Area surfacing;
- Purchase or lease of a new Grounds vehicle to replace the Ford Ranger (2011 registration);
- Covid Contingency funds – play area spraying etc;
- Further streetlight repairs
- 'Tree for a Tree' suggestions as set out in the Ranger's report (agenda item 7.2)

Longer term saving

- Yearly saving– replacement of boardwalk at West Park Local Nature Reserve;
- Long term saving for improvement to next identified play area and sports facilities;

2.2. Additional items

Members had agreed that additional items may be added and the following items were discussed at the last meeting:

Ridgewood Recreation Ground was suggested as a ground for sports facilities and to look at ways of making this area better by way of levelling the pitch or marking it out, as this would otherwise be a wasted space. Any alterations would need to be a longer term initiative (*due to resource and complications with the site*).

Additional/or replacement of extra-large litter bins with flaps to reduce wildlife accessing the bins in several locations. Suggestions to include: the skate park, Hempstead meadow - one at the base of the field below the play park where people congregate and one in the meadow itself. Also, more recycling in town in conjunction with what we already had. The animal friendly bins had been a good option so far.

Any options deter anti-social behaviour and Councillor B. Cox had suggested in a previous meeting about having a herb garden near or within Harlands Playing Field for residents to enjoy, which may still wish to be discussed in more detail.

3.0. Recommendation

- 3.1. Members are asked to note the report and advise the Clerk of any further items.

Contact Officer: Rachel Newton/Mark Francis

Meeting of the Environment & Leisure Committee

Monday 16th November 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 Council's Estates.

All play area annual inspections have been carried out which are being worked through by the Grounds staff.

Victoria Pleasure Ground

Some vandalism reported over the weekend of 7th/8th November, two swing seats need to be purchased and replaced.

Victoria Skatepark

Investigation required in dealing with drainage issues.

Hempstead Lane Play Area

Nothing new to report in addition to play area inspection.

Hempstead Meadows

Works are due to take place on the gravel footpath byway by ESCC, following the flood damage in December 2019. Awaiting a date to be confirmed. The footpath will be closed for the duration of the works. No further update at this time.

Rocks Park Play Area

Nothing new to report in addition to play area inspection.

West Park Recreation ground

Nothing new to report in addition to play area inspection.

Boothland Wood

The Forest School had been going well with two visits each week by Harlands Primary School but currently on hold due to Covid-19 lockdown restrictions. Trees are being worked on by the Town Councils Ranger.

Equipment & Vehicles

Ford Ranger blowers too costly to repair, see additional vehicle report.

Street Furniture & Lighting

New bin ordered to replace one at Browns lane/Tower Ride with animal flaps similar to those installed at Elizabeth Gardens and Luxford Field, with four additional bins ordered for future replacement.

Ridgewood Recreation Ground

Nothing new to report in addition to play area inspection.

Elizabeth Gardens

Some graffiti noted on a bin to be removed.

Selby Meadows

Nothing new to report.

West Park Local Nature Reserve.

Reinstated drainage ditch on boundary of homes to Hart close to assist in draining excess rain water from gardens.

Ongoing boundary fencing works completed and repairs ongoing to Boardwalk.

2.0 Recommendations

2.1 Members are asked to note the report.

Contact Officers: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 16th November 2020

Agenda Item 7.2

UPDATES FURTHER TO THE STRENGTHENING LOCAL RELATIONSHIPS MEETING HELD ON 15TH JULY 2020

1.0 Summary

These updates were provided by the newly appointed Customer Services Manager at East Sussex Highways on 9th November 2020 and Town Council office staff:

2.0 Updates:

- **2.0 - Reference numbers on East Sussex Highway Reports**

These are now been recorded on referrals for office use only – no further issues reported from Uckfield Town Council;

- **3.0 – Deer Signage:**

The Road Safety Officer was approached in July to respond to a request for temporary deer warning posters to be installed at a number of sites in and around Uckfield. They were waiting for a re-print of the deer warning signs. We were informed that traditionally, although deer are constantly moving across the County, especially Wealden and the Ashdown Forest, there are two peak times when movements are greater, October / November during the rutting season and again during April / May during the calving season. It is with this in mind that East Sussex County Council along with Sussex Safer Roads Partnership have co-ordinated social media campaigns to run at these key times; to raise awareness of the presence of deer and to encourage drivers to drive at an appropriate speed for the environment and conditions. A leaflet had also been designed that can be used on web-sites or downloaded for printing which can be accessed from the following address:

https://www.eastsussex.gov.uk/roadsandtransport/roads/roadsafety/deer?utm_source=shorturl-deer&utm_medium=shorturl&utm_content=shorturlreviewjan2020&utm_campaign=webteam

The Road Safety Officer asked if we would like to co-ordinate the installation of deer warning posters to coincide with their social media campaign (start date: September but may be slightly delayed due to Covid-19) to gain maximum effect of the media coverage and increase the 'reach' of the driver messages. This would include a request for the Council to add a link to their website to the ESCC Deer Aware page and also print off some leaflets for display and to be picked up from the Civic Centre and town notice boards. This could further enhance the key messages that their social media campaign would be delivering. Furthermore, the Road Safety Officer asked if once the signs were installed perhaps contacts within the local press could report on the posters to add to the impact of the campaign.

Suitable sites for suggestion include: Rocks Road, Bird in Eye Hill, Mallard Drive, Osprey Close and the A22. Last year, signs were installed on A22 between Black Down and Lampool roundabout which would be checked to see if they are still visible and replace if necessary. ESCC would also look at suitable sites on A22 between Little Horsted and Black Down roundabout. Should there be further sites to be considered for posters these could be added to the list for review.

- **5.0 – Grass verges, Downsview Crescent:**

This matter is under review by East Sussex Highways/County Council. An update will be sought.

- **6.0 – Road Gullies in London Road:**

- The Highway Steward has raised these for repairs;
- The Senior Administrative Officer also mentioned an ongoing issue with the manhole cover outside Pizza Express which had been reported via Brighter Uckfield on three

separate occasions – detailed investigations are now programmed in;

- **7.0 – Double yellow lines and parking enforcement Ringles Cross**

The residents had still been having issues with inconsiderate parking on the junction of Snatts Road/London Road. The Town Clerk had approached nearby businesses so they were aware of the difficulties with visibility at this junction. The Town Clerk had also reapproached East Sussex Highways to ask about having double yellow lines in this area. Due to the current difficulties with on-street parking enforcement ES Highways felt that it would be unreasonable to commit their very limited funds to the management of parking restrictions within the district because they would not currently be monitored or enforced. Also, the Police Crash Record for the most recent three-year period revealed only one serious crash reported here, but was not attributed to parking on the junction. However, this location was already on a list of sites to consider should Civil Parking Enforcement take place in Wealden District. At this point, reviews would be carried out of existing parking restrictions and requests for new ones in each of the towns and villages throughout Wealden, therefore the list of sites held would be considered in full. In the meantime, it was highlighted that if a car was parking dangerously or contravening the Highway Code, then this should be reported to 'Operations Crackdown', which is a joint initiative with Sussex Police and Sussex Safer Roads Partnership. The Town Council may also want to consider the Community Match initiative if this is considered a priority for them, the details of the scheme can be found on their website at: www.eastsussexhighways.com/community-match

- **8.0 – Adoption of the Uckfield Hospital Approach Road**

A member raised a concern about the gullies not being cleared and a suggestion was made to ask if they could look at adopting the Approach Road and for them to look in to the background. The Town Clerk offered to speak to a contact at Uckfield Hospital first just to see their perspective and write formally to East Sussex Highways thereafter. Town Clerk still to progress.

- **9.0 – Highway Maintenance – drainage works:**

- Drainage works that had been programmed in for 15th June on Grange Road/High Street had been halted as these would have impacted upon trade for local retailers who had just reopened following the first national lockdown. A request was made that these works should not recommence in December near Christmas as this would affect traffic movement. The Customer Service Officer has since informed that these maintenance works had been cancelled due to Covid-19 and also due to the request to defer works over Christmas shopping period. The Customer Services Manager will report back with any further information when the works might start up again;

3.0 Recommendations

Members are asked to:

- (i) note the report, and;
- (ii) provide the Clerk with any comments or additional items for discussion at the next Strengthening Local Relations Meeting on Wednesday 13th January 2021.

Contact Officer: Rachel Newton

Meeting of the Environment & Leisure Committee

Monday 16th November 2020

Agenda Item 7.3

TO NOTE THE CURRENT POSITION WITH THE TOWN COUNCIL'S GROUNDS VEHICLES

1.0 Background

- 1.1 Members were made aware at the E&L Committee meeting on 19th October 2020 that the Town Council's Ford Ranger Diesel was reaching end of life. Expensive investigation works are required to repair the heating fans and with the age of this vehicle and increasing costs to repair it is recommended to replace this vehicle in the next financial year 2021/22.
- 1.2 To support the Town Council's green initiatives and to help combat climate change, the E&F Manager has been looking at various vehicles to help reduce the Town Council's carbon emissions. Various like for like vehicles have been looked at, including:

Nissan Navara – 46.3mpg, Diesel, From £20,805+vat, Lease from £205 p/m.
Isuzu D-Max – 45.6mpg, Diesel, From £16,094+vat, Lease from £199.31 p/m.
Ford Ranger – 43.5mpg, Diesel, From £22,690+vat, Lease from £237.35 p/m.
Mitsubishi L200 – 40.9mpg, Diesel, From £18,822+vat, Lease from £177.62 p/m.
- 1.3 On further discussions with suppliers, there seems to be very limited Hybrid or Electric pick-up truck type vehicles currently in the UK market, those would have to be imported and would be costly. On further discussions with the ground staff including the Town Council's Ranger and Head Groundsman it was noted that a pickup truck can sometimes be too large to access the council's nature reserves and woodlands.
- 1.4 The Town Council's current vehicles are all Diesel and due to the low mileage driven on a daily basis it is understood that this could be a contributing factor as to why the vehicles have an increase in engine problems and repairs are often required - Diesel vehicles are built for longer distances.
- 1.5 Gator type vehicles have been looked into in more detail, as there are more options for Electric power, road legal and due to the size more versatile and accessible to our woodlands and nature reserves, to assist in carrying tools and equipment.

1.6 Some examples below –

	Price +vat	Fuel	Drive?	Road Legal?
Toro Workman	22,715.54	Electric	Not 4x4	Yes
	Price +vat	Fuel	Drive?	Road Legal?
Kawasaki Mule SX	7,279	Petrol	4x4	yes
	Price +vat	Fuel	Drive?	Road Legal?
John Deere Gator	10,695	Electric	4x2	yes



*Workman GTX Lifted Lithium-Ion Model shown.



- 1.7 An option is to get a fully electric Gator vehicle, with 4x4, off road tyres and the added option of locked tools racks for equipment and improved lighting. The above options either do not have full 4x4, are not Electric or are not supplied with the correct tyres for the terrain.

- 1.8 Investigations have commenced into a fourth type of vehicle - the Polaris Gator. Cost £13,465+vat. This is a full Electric vehicle, with a range of 30 miles, from a charge of 8 hours plugged into a domestic 13amp plug socket. This would ensure no added alterations are required to the Grounds work shop to accommodate. This vehicle is road legal and the quote above includes an added winch, extra lighting and tool racks.



- 1.9 If two of these vehicles were purchased, there would be an extra £500 discount, totalling £12,965+vat each. Additional signage would also be required to brand the vehicle. The rear area is fairly small and may need a trailer in the future.

2.0 Budget setting for 2021/22

- 2.1 The Town Council is currently in the process of preparing its draft budget for 2021/22.
- 2.2 The Town Council set aside funds of £7,500 for Climate Change initiatives in 2020/21 which due to Covid-19 has not yet been spent. These funds could be carried forward into the next financial year towards the cost of the vehicles.
- 2.3 The Town Council also has £5,000 currently saved in earmarked reserves for vehicle replacement. This totals £12,500 before the Town Council even incorporates funding within the 2021/22 budget for the purchase or future purchase of replacement vehicles. This would cover the cost of one vehicle.
- 2.4 The vehicle replacement new initiative budget could therefore be increased for 2021/22 to cover the shortfall and leave a small balance towards future vehicle replacement.

3.0 Recommendations

- 3.1 Members are asked to:
- (i) note the report;
 - (ii) consider whether they wish to replace the current Ford Ranger with a Full Electric Polaris Gator in 2021/22 or alternatively choose a replacement pickup vehicle for purchase or lease and advise the Clerk accordingly.

Contact Officers: Mark Francis

Meeting of the Environment & Leisure Committee

Monday 16th November 2020

Agenda Item 7.4

TO PROVIDE AN INTERIM UPDATE ON THE ISSUES OUTSTANDING AT RIDGEWOOD RECREATION GROUND AND CAR PARK

1.0 Summary

- 1.1 There are three actions still present on the action list for Environment & Leisure Committee which relate to reports of anti-social behaviour in the car park adjacent to Ridgewood Village Hall and Ridgewood Recreation Ground.
- 1.2 This report seeks to provide an interim update before bringing a more detailed report back to members at Full Council on 7th December 2020. As members will be aware, the Town Council is currently preparing its draft budgets for 2021/22 and if a decision is taken to carry out any work or purchase any materials, then the funds will need to be set aside for 2021/22 to cover the cost of these.

2.0 Actions outstanding

- 2.1 The three actions are:

<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.	Work is currently being undertaken with Sussex Police to review the evidence in detail and closely monitor any reports of anti-social behaviour in Ridgewood Recreation Ground. In addition, proposals are being discussed to reduce the amount of vegetation around the shelter and make it more visible.
<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.	Members are considering options with regards to CCTV and need to consider other hotspots in the town such as Luxford Field, Hempstead Recreation Ground and Victoria Pleasure Ground in particular before a final decision can be made on Ridgewood Recreation Ground.
<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.	Detailed works will be required to complete the necessary drainage improvements and resurfacing to the car park. This is not likely to take place until Spring 2021 as a result of the drainage investigations required and tender process. Members to discuss proposals for the boundary line and entrance to the car park in more detail at Full Council.

3.0 Recommendations

- 3.1 Members are asked to note the report.

Contact Officer: Holly Goring