



# UCKFIELD TOWN COUNCIL

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**Town Clerk – Holly Goring**

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Meeting of the **Environment and Leisure Committee** to be held on  
**Monday 26 July 2021 at 7.00pm**  
in the Council Chamber, Civic Centre, Uckfield

## **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 14<sup>th</sup> June 2021 (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 (Attached)
- 5.2. To note the Income and Expenditure report ending 30 June 2021 (Attached)

### **6.0. ADMINISTRATION**

None.

## **7.0. ENVIRONMENT**

- 7.1. To note the current position of the Town Council's Estates (Attached)
- 7.2. An update on Street Lighting maintenance and repairs (Attached)
- 7.3. To receive an update on the Town Council's land at Bellbrook (Attached)

## **8.0. LEISURE**

- 8.1. To consider options to review the gate access to Ridgewood Recreation Ground off New Road (Attached)
- 8.2. To appoint a representative to join a stakeholder group exploring the future provision of Tennis in Uckfield (Attached)

## **9.0. REPORTS FROM WORKING GROUPS**

- 9.1. Climate Emergency Steering Group update – Green Partnership (Attached)
- 9.2. Initial update from Allotment Working Group meeting held on 12 July 2021 (Attached)

## **10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS**

- 10.1 Active Uckfield
- 10.2 Age Concern
- 10.3 All Weather Pitch Operational Group
- 10.4 Conservators of Ashdown Forest
- 10.5 West Park LNR and Hempstead Meadows LNR – Supporters Group
- 10.6 Luxford Centre Management Committee (Attached)
- 10.7 Uckfield and District Twinning Association
- 10.8 Uckfield Festival Association
- 10.9 Uckfield Parkrun Board
- 10.10 Uckfield Railway Line Parishes Committee (Attached)
- 10.11 Uckfield Youth Club Board
- 10.12 Wealden Bus Alliance/Weald Link (Attached)

## **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**

20 July 2021

# UCKFIELD TOWN COUNCIL



## Minutes of the meeting of the Environment and Leisure Committee held on Monday 14 June 2021 at 7.00pm

### **PRESENT:**

Cllr. S. Mayhew (Chairman)  
Cllr. K. Bedwell  
Cllr. B. Cox  
Cllr. H. Firth

Cllr. A. Smith  
Cllr. J. Beesley  
Cllr. J. Edwards  
Cllr. D. French

### **IN ATTENDANCE:**

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

Holly Goring – Town Clerk  
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**

A resident and allotment tenant had requested to speak in relation item 6.1 on the agenda and regarding the changes to the structure of the allotment fees and charges from April 2022.

Two other local residents attended this meeting together and asked to speak in relation to item 7.2 regarding their application to purchase an area of council land at Shepherd's Gate (New Barn Lane).

**EL.03.06.21** It was **RESOLVED** to suspend standing orders to enable all those residents to speak.

The first resident announced that she had tried to speak at the previous Environment and Leisure meeting (via zoom) about the Allotment Association and availability of Allotments in the town, but had internet issues and therefore requested to speak (in person) at this meeting instead.

She said that some of the proposed changes to Allotment fees and charges were higher than some tenants had expected, especially for those tenants who were

on limited funds, unemployed, on universal credit or elderly on fixed pensions who did not have extra income. She was pleased that every point had been listened to and that it had been agreed that the pricing structure would be reviewed by the new Allotment Working Group. She also thanked the Councillors for listening and asked if it would have been possible to be co-opted onto (or work alongside) the new Working Group. The Chair said that she would be kept updated and that her request would be discussed by the Allotment Working Group.

One of the other two local residents then spoke in relation to their application to purchase land owned by the Town Council, at the back of their garden. They wanted to know if they could purchase a piece of land which was approximately 2m<sup>2</sup> at the back of 63 New Barn Lane (Shepherd's Gate). The purchase of land would enable them to extend their garden in order to accommodate their three children and provide them with more space to play. She also mentioned that the grass on this small strip of land had not been maintained for a few years.

The Chairman informed them that this would be discussed by members later at item 7.2.

**EL.04.06.21** It was **RESOLVED** to reinstate standing orders.

### **3.0. APOLOGIES FOR ABSENCE**

An apology for absence was received from 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 4<sup>th</sup> May 2021**

**EL.05.06.21** It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 4<sup>th</sup> May 2021 be taken as read, confirmed as a correct record and signed by the Chairman.

#### **4.2. Action list**

Members considered the action list which had been previously circulated and agreed to remove the following items which had been completed or appeared later in the agenda:

EL51.02.20 – 7.3 To consider the support the Town Council can provide to the Uckfield Community Fridge Campaign. An update report was presented to GP Committee on 1 June 2021. This action has been superseded by this. No further action.

EL08.07.20 – 6.1 To consider suggestions put forward for a memorial in West Park Nature Reserve. A decision was taken by E&L Committee on 4 May 2021 and has been actioned accordingly. No further action.

EL37.03.21 - 7.2 To consider an update on Community Speedwatch and review into speed reduction monitoring devices (Black Cat). The Bushnell had been purchased and training undertaken with new recruits and refreshers for existing volunteers. Further work would follow with members to ascertain what would be the best device to purchase for the roadside. No further action.

EL39.03.21 - 9.2 Allotments Working Group – review of fees and charges. This process had commenced with a letter being sent to all tenants on 1 April 2021 by email and in person. No further action.

EL52.05.21 - Climate Change Working Group - Work has commenced on the carbon footprint audit tool and the Green Partnership meeting has been arranged with interested parties for 22 June 2021. No further action.

4.3. Project Monitoring List – For information only

Members considered the Project Monitoring List previously circulated and agreed to remove the following item:

FC.64.01.21 - ESCC Grass Cutting Contribution - The invoice for 2021/22 had already been processed for the amount of £4,271.00. No further action.

**5.0. FINANCE**

5.1. To note bills paid

Members noted the report.

5.2. No income and expenditure reports were available due to year end processes

**6.0. ADMINISTRATION**

6.1 To appoint members to the Allotment Working Group for 2021/22

Members considered this report. The Chairman announced that the new Allotment Working Group would discuss issues raised following the proposed changes, ways in which to consult with Allotment tenants and the Allotment Association and the future of allotment provision in Uckfield.

**EL.06.06.21** Members noted the report and **RESOLVED** to:

(i) appoint four members to the new Allotment Working Group: Councillors S. Mayhew, B. Cox, K. Bedwell and J. Edwards, and;

(ii) agree for the new working group to discuss issues raised by Allotment tenants, ways in which to communicate with tenants going forward, including the Allotment Association and future demand for allotment sites.

6.2 To appoint members to Outside Bodies (Local Nature Reserve Supporter Group)

The Town Clerk wished to clarify that previously this had been separated by West Park and Hempstead Meadows yet it was understood that the supporters group worked across both sites - only two representatives were needed. Two members were subsequently elected: Councillors D. French and H. Firth.

**EL.07.06.21** Members noted the report and **RESOLVED** to:

(i) appoint two members to the Hempstead Meadows and West Park Local Nature Reserve Supporter Group (L.N.R.): Councillor D. French and Councillor H. Firth.

6.3 To receive clarification on the Town Council's proposals for the Allotment Competition and Calendar Competition for 2022

Allotment Competition

The Senior Administrative Officer said that with pressures of Covid-19 and the impact on businesses and priorities, officers had not been able to start the Allotment Competition for 2021. The competition would have normally started in February and tenants notified in the spring time. However, Staverton Nursery had been extremely busy with returning customers since the re-opening of their garden centre, so it would have been difficult for us to ask them for their assistance with the judging alone. Also, with the unfortunate weather conditions with rain and wind earlier this season, many tenants had also found it difficult to grow much at all. Councillor D. French said that as it was now halfway through

the year and tenants would have needed to prepare for the competition it would be a bit late now and recommended to cancel this year's Allotment competition. Members agreed.

**EL.08.06.21** Members noted the report and **RESOLVED** to:

(i) cancel the Allotment competition for the year 2021 due to Covid-19 and weather conditions.

Calendar Competition

Members noted the report and were asked for further clarification on their proposals for the Calendar Competition this year.

Councillor D. French asked if we could still go ahead with #myuckfield – with a selfie and what Uckfield meant to them. Councillor S. Mayhew agreed and said that we should only open this up to all schools in the Town, including Uckfield College.

As the normal closing date was 31 August 2021, members also said that this wouldn't give the schools much time, but could be carried out through the summer holidays.

Further options discussed: a description and name, age and story. Students/schools would decide how to judge and select which ones they liked – top two from each year group, possibly looking at years 4,5 and 6 primary and Uckfield College. Members agreed to let the schools decide how they would run the competition .

Councillor A. Smith also asked if this could include artwork as well as a photograph as selfies might cause an issue due to child protection. Councillor B. Cox highlighted that permission could be arranged between the schools and parents and would only be for those parents that were happy to enter their child's photos for example. Councillor J. Edwards agreed and said he couldn't see this being an issue, as long as a consent form was provided to those parents involved.

Councillor D. French then proposed for the calendar competition to be announced to students before the summer holidays and the closing date deferred to the end of September when the final judging would then take place. All those recommendations above were agreed by members.

**EL09.06.21** Members noted the report and **RESOLVED** to:

- (i) go ahead with #myuckfield for the calendar competition to include name, age and story (reason why it represents #myuckfield): what Uckfield means to them (which is the bit that matters);
- (ii) announce competition to schools asap before the summer holidays and provide a closing date of the end of September;
- (iii) only open up to schools this year (to simplify the judging process) including Uckfield College;
- (iv) schools to decide how they wish to select their own winners – top two from each year group, with two being selected by the Uckfield TC judging panel from each school by early October for the calendar.

**7.0 ENVIRONMENT**

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

Members noted the report. The Estates and Facilities Manager added to his report with the following:

- the pitch renovations had been completed;
- there would be additional bin collections until September due to high usage more recently;
- the footpath at Hempstead Meadows would be repaired in-house by ES Rights of Way team, during the summer;
- Ash dieback was becoming increasingly visible in our open spaces, the Ranger was currently dealing with it and there was a big list of trees to cover so there would be a lot of work involved in the coming months.

Councillor K. Bedwell asked the Estates and Facilities Manager if he had heard from ES.Highways regarding the drainage and flooding issues at Ridgewood. The Estates & Facilities Manager advised that he had chased them up the previous week. Councillor A. Smith mentioned that there had been a lot of negative press about young people in the last day or so but that she had seen some young lads at the skate park recently clearing up the rubbish at the end of the day which was amazing to see. Members were impressed by this altruism and were pleased to hear this positive news.

- 7.2 To consider a request to purchase land at Shepherd's Gate (New Barn Lane)  
Two residents had requested to purchase a piece of land at the back of their garden at 63 New Barn Lane, Uckfield.

Councillor K. Bedwell said that with what had been happening to green spaces, she had big concerns about this and was not in support of selling off any council land. Councillor B. Cox and Councillor S. Mayhew raised their objections too, saying that this could incur costs to the town council and create a precedent for future requests for the purchase of council land. Councillor H. Firth said that she had lived here for a long time and had always supported the protection of precious green spaces in this area.

Councillor J. Edwards said that he did not agree and expressed his concern over the repeated references made by councillors to dismiss an application for land, based on historical views. Changes to the covenant on the land could be explored and arguably, any fees that may be incurred could be picked up by the buyer instead and the council could make a profit from selling this disused piece of scrubland.

Councillor S. Mayhew stated that any decision regarding the potential purchase of council land would not be taken lightly and repeated the concerns raised by members and said that the town council would no doubt be inundated with requests, by at least those who had previously been turned down. Councillor K. Bedwell agreed and added that a buyer may wish to put a gate on the land with access to a woodland, so this would cause future problems and cost to the town council. She recommended that this request be rejected for all those reasons mentioned above. This was seconded by Councillor B. Cox.

**EL10.06.21** With six votes in favour, and one vote against (Councillor J. Edwards), it was **RESOLVED** to object to this request by local residents to purchase land at Shepherd's Gate - back of 63 New Barn Lane, Uckfield.

7.3 To consider a report on the boardwalk structure at West Park Local Nature Reserve

Members noted this report which included quotes to replace the Boardwalk at West Park Local Nature Reserve due to costly ongoing maintenance by the Town Council's Ranger. The Estates and Facilities Manager explained the quotes. He said that any introduction of pipework would incur higher maintenance (*as you would have had to clear the pipes every six months*). Out of the options given, the cheapest quote was not as well made, the most expensive contained pipework and the third quote was deemed to be the most suitable option for its purpose based on processes and budget restraints, leaving any remaining budget for any contingency required. Councillor H. Firth proposed that the third option sounded good. Councillor B. Cox seconded this..

**EL.11.06.21** Members noted the report and **RESOLVED** to:

- (i) agree to appoint Contractor 3 – to replace the boardwalk with a solid, type 1 surface which would be a similar design and in keeping with the right of way at Hempstead Meadows LNR and the SANGS;
- (ii) approve for those works to go ahead at a cost of £24,600.00 + vat.

7.4 To receive an update on the Town Council's land at Bellbrook

A report was submitted following unauthorised groundworks carried out in the woodlands at Bellbrook by adjacent business owners. This land had been earmarked by the council to have its name changed to 'Riverside Wood' and to allow the natural regeneration of woodland. On visiting the site, it was discovered that local residents has carried out significant groundworks and had cut down quite a few of the trees which were now lop sided and would probably die. The Town Council was dissatisfied with the approach taken and lack of communication. Councillor B. Cox said that they should rectify the damage that had occurred, including tree replanting, noting that those trees could not be replanted in the same location, due to the damage, so would have to be replanted in different areas.

The Estates and Facilities Manager asked members to consider whether to take legal action or maybe ask them for a donation.

Councillor K. Bedwell said that she was not happy how people had taken action to fell trees and without any consultation with the land owners and wanted the council to ask for some recompense for the damage to those trees.

Councillor D. French asked if this had caused a particular detriment to the land. The Estates and Facilities Manager advised that quite a few of the trees had been cut badly and would die and said that it would have been more of a courtesy situation to be consulted first. Councillor D. French suggested we recommend that we ask them to cover the costs involved as a donation to replace the damaged trees. Councillor S. Mayhew agreed.

The Estates and Facilities Manager said that what they had done had made sense but a donation for the replacement of those trees that were damaged and planted in other parts of town might be the most beneficial option in order to manage the situation and prevent any future prospect of further damage to our trees. Members agreed.



Councillor J. Beesley also asked if we could request evidence from the adjacent business owner to understand what had happened for them to take action.

**EL.12.06.21** Members noted the report and **RESOLVED** to:

- (i) ask the adjacent business who had cut down trees at Bellbrook without consultation for recompense for the loss and damage to those trees, and;
- (ii) agree to plant new trees elsewhere in a part of town where they can be safely managed, and;
- (iii) request evidence to show why this action had been taken.

**8.0 LEISURE**

To receive an update on the sanitisation of the Town Council's play areas

Along with current recommendations to suspend further spraying after 28 June 2021, members were asked for their views. Some members said that we should cease spraying due to the costs involved, but one member stated his concerns about the rise of the new covid-19 variant and urged caution.

Councillor B. Cox suggested that we should review again if cases were on the rise. With the further easing of nationwide Covid restrictions having been deferred to 19 July Councillor J. Edwards suggested extending for another month, although he said it was understood that this was carried out on a three-monthly contract.

Councillor K. Bedwell said she believed the risk of transmission was thought to have been a lot less from service to service. For example, in clinics they no longer had to carry out the same protocol of cleaning as they had done the previous year during lockdown, so she proposed looking at the most recent findings. Councillor A. Smith said that there had been less than 1 in 10,000 microbes on contaminated surfaces indoors and agreed to stall the spraying. Councillor J. Edwards asked if we could have hand sanitiser stations instead and said that signage was on play areas already.

Members were reminded that the Town Council had put aside £2.5k for this specifically (approx.£500/mth) and that we had been trying to hold this budget off until winter in case of another wave when the virus was more virulent.

Councillor B. Cox remarked that it wasn't just childrens' hands that could be infected as they wiped their faces too. However, he agreed with the majority to review in September/October after further investigation and swab testing.

Councillor K. Bedwell proposed not to reinstate spraying, to hold off and discuss later in the year. Councillor D. French seconded this and asked if swab tests could be sought in the meantime..

**EL13.06.21** Members noted the report and **RESOLVED** to suspend further spraying after 28th June 2021, with the potential for future consideration of this item in the autumn/winter months of 2021/22.

**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 All Weather Pitch Operational Group  
Nothing to report at this time.
- 10.4 Conservators of Ashdown Forest  
Nothing to report at this time.
- 10.5 West Park LNR and Hempstead Meadows LNR – Supporters Group  
Nothing to report at this time.
- 10.6 Luxford Centre Management Committee  
Nothing to report at this time.
- 10.7 Uckfield and District Twinning Association  
Nothing to report at this time.
- 10.8 Uckfield Festival Association  
Nothing to report at this time.
- 10.9 Uckfield Parkrun Board  
Nothing to report at this time.
- 10.10 Uckfield Railway Line Parishes Committee  
Members noted this report.
- 10.11 Uckfield Youth Club Board  
Nothing to report at this time.
- 10.12 Wealden Bus Alliance/Weald Link  
Nothing to report at this time.

#### **11.0 CHAIRMANS ANNOUNCEMENTS**

As new Chairman of the Environment and Leisure Committee, Councillor S. Mayhew acknowledged and praised his predecessor, Councillor J. Beesley for his hard work over the last three years.

#### **12.0 CONFIDENTIAL BUSINESS**

**EL.14.06.21** 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  
Members noted the report.
- 12.2 Initial discussion on the consideration of future initiatives under Environment & Leisure Committee  
Members discussed matters raised for future initiatives.

The meeting finished at 20:41pm

## 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
<b><u>EL.28.09.16</u></b>	<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 <b>RESOLVED</b> 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.
<b><u>EL.26.01.19</u></b>	It was <b>RESOLVED</b> 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	
<b><u>EL07.06.19</u></b>	<u>Historical plaques</u> It was <b>RESOLVED</b> 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. <b>This initiative has now been on this action list for some time. Members need to decide if they wish for it to remain.</b>

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL.43.01.20</u></b>	<p><u>7.2 To receive an update on the ecological report on the Town Council's Land at Bellbrook</u></p> <p>Members <b>RESOLVED</b> to:</p> <p>(i) note the report;</p> <p>(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.</p>	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.
<b><u>EL.60.05.20</u></b>	<p><u>7.3 To consider a suggestion by Councillor D. French re: ancient trees to be felled at Mallards Drive</u></p> <p>Members <b>RESOLVED</b> 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.</p>	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.
<b><u>EL.03.06.20</u></b>	<p><u>7.1 To note the current position of the Town Council's Estates</u></p> <p><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></p> <p>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.</p>	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.
<b><u>EL.09.07.20</u></b>	<p><u>7.1 – To consider the current position of the Town Council's estates</u></p> <p>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.</p> <p>Agree for the Estates and Facilities Manager to explore the various options available in terms of increasing the Town Council's sports grounds.</p>	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). Discussions are ongoing with the Infrastructure Working Group.

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL.11.07.20</u></b>	<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	This will require some timely investigative work to consider the future options and to understand the work already underway by WDC and ESCC. The Climate Change working group will remain engaged.
<b><u>EL.18.09.20</u></b>	<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.	07.09.20	RN	The Senior Administrative Officer had previously spoken with the publisher of the Uckfield Allotments Association Newspaper to ask if anyone would like to take on this initiative. An email has also been sent to the Lions Club and Men's Shed recently to see if anyone is interested in harnessing this idea. The Men's Shed said they will present this idea at their next committee meeting.
<b><u>EL27.11.20</u></b>	<u>7.3 To note the current position with the Town Council's Grounds vehicles</u> Members agree to go down the fully electric route and for a Gator type vehicle and requested an update on what was currently available on the UK market at the next E&L meeting.	16.11.20	RN	A further comparison report will be submitted in due course.
<b><u>EL36.03.21</u></b>	<u>6.1 To consider an opportunity to light the Town's beacon – TRBL Centenary</u> Members noted the report and agreed that UTC wished to participate in the TRBL Centenary anniversary on Saturday 28 <sup>th</sup> August 2021 by lighting the beacon in Uckfield, and two members were nominated (Councillors K. Bedwell and B. Cox) from to assist with organising the beacon lighting.	22.03.21	RN	Members have been identified and the Town Clerk has contacted them to arrange an initial planning meeting. Contact has also been made with the British Legion to understand what they'd like to see.

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL.46.05.21</u></b>	<p><u>To decide on a theme for the calendar competition 2022</u>  Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) agree that the theme for the calendar competition 2022 would be ‘# My Uckfield’ and that residents could include a selfie image of what Uckfield meant to them, and;</p> <p>(ii) brief all primary schools to ask if they wish to have an internal competition and to submit one winner to go through to the final, and;</p> <p>(iii) for the Town Council to arrange for the winner to choose where they would like to spend their voucher within Uckfield so that the retailer can be reimbursed from council funds.</p>	04.05.21	TA/HG/LL	<p>This item has been superseded by <b><u>EL.09.06.21</u></b></p> <p><b>NFA</b></p>
<b><u>EL.49.05.21</u></b>	<p><u>To consider an allotment demand and understanding the legislation if there is demand</u>  Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) re-establish the allotment working group at the next meeting of Environment &amp; Leisure Committee on 14 June 2021, and;</p> <p>(ii) look at the issues and comments raised specifically about fees and charges and to explore options for allotment land in the future.</p>	04.05.21	RN/MF/SD/HG	<p>This item is being considered by the Allotment Working Group.</p>
<b><u>EL.51.05.21</u></b>	<p><u>To consider a request from Manor Park &amp; Hempstead Fields Residents’ Association to obtain a licence to cultivate land at Brown’s Lane (Brown’s Lane Rockery)</u>  Members <b>RESOLVED</b> to:</p> <p>(i) note the report, and agreed to delay this request for a licence to cultivate land at Brown’s Lane Rockery which would be discussed by members once the allotment working group had been re-established.</p>	04.05.21		<p>This item will be reviewed by the Allotment Working Group in due course.</p>

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL.09.06.21</u></b>	<p><u>Members were asked for further clarification on their proposals for the Calendar Competition this year</u></p> <p>Members <b>RESOLVED</b> to:</p> <p>(i) go ahead with #myuckfield for the calendar competition to include name, age and story (reason why it represents #myuckfield): what Uckfield means to them (which is the bit that matters);</p> <p>(ii) announce competition to schools asap before the summer holidays and provide a closing date of the end of September;</p> <p>(iii) only open up to schools this year (to simplify the judging process) including Uckfield College;</p> <p>(iv) schools to decide how they wish to select their own winners – top two from each year group, with two being selected by the Uckfield TC judging panel from each school by early October for the calendar.</p>	14.06.21	RN	<p>This project is now underway.</p> <p><b>NFA</b></p>
<b><u>EL.12.06.21</u></b>	<p><u>To receive an update on the Town Council's land at Bellbrook</u></p> <p>Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) ask the adjacent business who had cut down trees at Bellbrook without consultation for recompense for the loss and damage to those trees, and;</p> <p>(ii) agree to plant new trees elsewhere in a part of town where they can be safely managed, and;</p> <p>(iii) request evidence to show why this action had been taken.</p>	14.06.21	RN	<p>The Estates and Facilities Manager has been in touch with the business owner. Legal action will be pursued if nothing heard back by July 2021.</p>

**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2021/22**

**Projects in 2020/21 Budget – Outstanding projects**

The funding for the following two projects was agreed at Full Council on 12 April 2021 to be reallocated to install a Covid memorial (bench(es) and tree). Initial investigations were reported to members at the Annual Statutory meeting of the Council on 24 May 2021:

The Town Clerk confirmed that there were two projects from 2020/21 already closely aligned which had not yet been completed (memorial/art project - £1,500 and the bench at London Road £1,000).

**FC.86.04.21** Based on the report and discussions that had taken place, members **RESOLVED** to request that staff explore the costings and potential location ideas for a tree and Covid memorial bench(es), and for the investigations to be reported back to Environment & Leisure Committee or Full Council.

**FC18.05.21** Members **RESOLVED** to:  
(i) note the report, and;  
(ii) agreed to proceed with the first design but request that the Estates & Facilities Manager enquire as to whether the first design (East Grinstead) could be purchased but with a more rounded style of bench for comfort.

Project Name	Bench on London Road (by Southview Drive)		Project Number	53
<b><u>FC92.01.20</u></b>	£1,000	27.04.20	The bench and plaque have been ordered in line with the resolution above.	

Project Name	Memorial Plaque/Art Project		Project Number	55
<b><u>FC92.01.20</u></b>	£1,500	27.04.20	-	



**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2021/22**

**Projects in 2021/22 Budget – New Initiatives**

<b>Project Name</b>	<b>New signage for play areas and recreation grounds</b>		<b>Project Number</b>	<b>56</b>
<b><u>FC.64.01.21</u></b>	£1,600	18.01.21		

<b>Project Name</b>	<b>Ridgewood Play Area patch resurfacing</b>		<b>Project Number</b>	<b>57</b>
<b><u>FC.64.01.21</u></b>	£13,500	18.01.21		

<b>Project Name</b>	<b>Green Projects plus £5,000 in earmarked reserves</b>		<b>Project Number</b>	<b>58</b>
<b><u>FC.64.01.21</u></b>	£18,000	18.01.21		

<b>Project Name</b>	<b>Replace boardwalk plus £21,470 in earmarked reserves</b>		<b>Project Number</b>	<b>59</b>
<b><u>FC.64.01.21</u></b>	£5,000	18.01.21	Work due to commence in August	

<b>Project Name</b>	<b>Animal friendly bins – Victoria Pleasure Ground &amp; Hempstead Rec</b>		<b>Project Number</b>	<b>60</b>
<b><u>FC.64.01.21</u></b>	£1,000	18.01.21		

**UCKFIELD TOWN COUNCIL**  
**ENVIRONMENT & LEISURE COMMITTEE**  
**PROJECT MONITORING FORM 2021/22**

<b>Project Name</b>	<b>Speed reduction initiative (already have £3,700 in earmarked reserves)</b>		<b>Project Number</b>	<b>62</b>
<b><u>FC.64.01.21</u></b>	Minus £500.36 (=£3,199.64)	08.05.21	<p>Starter kit 3 with the up to date speed monitoring device (bushnell) as recommended by Sussex Police has been purchased at a cost of £500.36 plus VAT as agreed by Environment &amp; Leisure Committee on 22 March 2021. New recruits are currently being trained and registered on the system.</p> <p>Further correspondence will follow with Town Councillors to take a decision on what is purchased in terms of monitoring equipment and speed indicator devices at the roadside.</p>	
<b>Project Name</b>	<b>Covid contingency fund for play area spraying (until end June 2021)</b>		<b>Project Number</b>	<b>63</b>
<b><u>FC.64.01.21</u></b>	£2,500	18.01.21	<p>Spraying was undertaken at the end of April, May and June 2021. No further action until the autumn months when a review will be undertaken.</p>	
<b>Project Name</b>	<b>Tree planting programme (plus carry forward of £700 from 2020/21 budget – now in earmarked reserves)</b>		<b>Project Number</b>	<b>64</b>
<b><u>FC.64.01.21</u></b>	£1,000	18.01.21		

**Environment Leisure Committee as at 30 Jun 2021**

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Actuals at 30 Jun 21 £	Budget at 30 Jun 21 £	Jul 21 Budget £	Aug 21 Budget £	Sep 21 Budget £	Oct 21 Budget £	Nov 21 Budget £	Dec 21 Budget £	Jan 22 Budget £	Feb 22 Budget £	Mar 22 Budget £	Total 2021/22	2021/22 Budgets
<b>Sales</b>																
Contribution to Town Centre Security	0	0	0	0	0	0	575	0	0	0	0	0	0	0	575	650
Weald Hall Events	516	118	267	901	3,590	1,545	1,545	1,545	1,545	1,545	1,545	1,545	1,545	1,545	14,806	17,500
Allotments	37	0	0	37	0	0	0	0	0	6,000	0	0	0	0	6,037	6,000
Allotment Deposits	104	0	0	104	200	67	67	67	67	67	67	67	67	67	704	800
Playing Fields & Pitches, Sport Income	232	32	(95)	169	0	1,000	0	0	8,000	0	0	0	0	1,500	10,669	10,500
Playing Fields & Pitches, Event Income	24	103	258	385	0	0	0	0	3,000	0	0	0	0	0	3,385	3,000
WDC- WPark Culverts Agreement	0	0	0	0	0	0	0	0	0	0	0	360	0	0	360	360
Cemetery - Interments	7,063	6,029	4,473	17,565	7,250	2,417	2,417	2,417	2,417	2,417	2,417	2,417	2,417	2,417	39,314	29,000
Cemetery - Memorials	471	691	214	1,376	1,500	500	500	500	500	500	500	500	500	500	5,876	6,000
Cemetery - Sundry income	0	0	0	0	0	0	0	0	0	0	0	0	0	300	300	300
Cemetery Maintenance Charge	490	588	392	1,470	750	250	250	250	250	250	250	250	250	250	3,720	3,000
Env Sundry Income	46	0	0	46	0	0	0	0	0	0	0	0	0	200	246	200
Litter/bus station	331	0	0	331	331	0	331	0	0	331	0	0	331	0	1,325	1,325
Roundabout income	0	0	0	0	0	0	0	0	0	0	0	0	0	850	850	850
<b>Total Sales</b>	<b>9,313</b>	<b>7,560</b>	<b>5,510</b>	<b>22,383</b>	<b>13,621</b>	<b>5,778</b>	<b>5,685</b>	<b>4,778</b>	<b>15,778</b>	<b>11,110</b>	<b>4,778</b>	<b>5,138</b>	<b>5,110</b>	<b>7,628</b>	<b>88,167</b>	<b>79,485</b>

<b>Purchases</b>																
Clothing - Corp & Prot - Indoor staff	0	273	0	273	163	0	0	163	0	0	163	0	0	163	761	650
Street lights, New	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Street lights, supply & maintenance	16,291	0	0	16,291	10,000	0	0	0	0	0	0	0	0	0	16,291	10,000
Street light repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500	2,500
Bus shelters	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
Allotments	39	0	0	39	508	0	0	508	0	0	508	0	0	508	1,562	2,030
Playing fields and pitches	1,374	766	20,187	22,326	20,000	0	0	0	0	0	0	0	0	1,000	23,326	21,000
Play Areas	0	200	0	200	750	0	0	750	0	0	750	0	0	750	2,450	3,000
Cemetery, grave digging	0	2,560	0	2,560	1,300	0	0	1,300	0	0	1,300	0	0	1,300	6,460	5,200
Cemetery, rates & water	168	167	167	502	450	150	150	150	150	150	150	150	150	150	1,852	1,800
Cemetery, litter	143	122	194	459	400	133	133	133	133	133	133	133	133	133	1,659	1,600
Cemetery, maintenance	0	0	0	0	0	0	0	0	0	0	0	0	0	400	400	400
General equipment repairs	0	137	8	145	0	0	0	0	0	0	0	0	0	2,000	2,145	2,000
New Equipment	379	46	0	425	0	0	0	0	0	0	0	0	0	2,500	2,925	2,500
Ground Maintenance Contract	0	0	0	0	7,371	2,357	2,357	2,357	0	0	0	0	0	0	7,071	16,500
Ground Maintenance General	103	93	213	409	450	0	0	450	0	0	450	0	0	450	1,759	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)	1,881	1,900	1,881	5,661	6,665	2,222	2,222	2,222	2,222	2,222	2,222	2,222	2,222	2,222	25,656	26,660
LNRS & Sites of Interest (Working budget)	123	193	85	401	625	0	0	625	0	0	625	0	0	625	2,276	2,500
Transit	81	849	54	984	500	167	167	167	167	167	167	167	167	167	2,484	2,000
Ford Ranger	196	44	95	335	375	125	125	125	125	125	125	125	125	125	1,460	1,500
Tractor maintenance & running costs	47	24	0	71	375	125	125	125	125	125	125	125	125	125	1,196	1,500
Movana Vehicle	90	87	62	239	500	167	167	167	167	167	167	167	167	167	1,739	2,000
Fencing	178	0	0	178	0	0	0	0	0	0	0	0	0	750	928	750
Trees	922	314	1,598	2,834	0	0	0	2,000	0	0	0	0	0	2,000	6,834	4,000
Graffiti removal	0	0	0	0	0	0	0	0	0	0	0	0	0	50	50	50
Litter bins	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000	3,000
Litter collection, open spaces	683	561	607	1,851	925	308	308	308	308	308	308	308	308	308	4,626	3,700
Horticulture	0	0	0	0	0	0	0	150	0	0	0	0	0	150	300	300
Roundabout expenditure	0	0	0	0	0	0	0	0	0	0	0	0	0	100	100	100
Weald Hall Events	0	250	75	325	1,500	0	0	3,500	0	0	0	0	0	8,500	12,325	13,500
Corp dev- signage outside areas	0	212	0	212	0	0	0	0	0	0	0	0	0	250	462	250
Groundsmen - salaries	5,813	7,370	7,360	20,544	20,041	6,680	6,680	6,680	6,680	6,680	6,680	6,680	6,680	6,680	80,666	80,163
Groundsmen - National insurance	497	611	609	1,717	1,560	520	520	520	520	520	520	520	520	520	6,396	6,239
Groundsmen - Pension	1,853	1,377	1,371	4,601	4,310	1,437	1,437	1,437	1,437	1,437	1,437	1,437	1,437	1,437	17,532	17,241
Town Security/CCTV	1,143	44	38	1,224	1,500	0	0	750	0	0	0	0	0	750	2,724	3,000
Floral displays	0	0	1,710	1,710	1,500	500	500	500	500	0	0	0	0	0	3,710	3,500
Repair and replace street furniture	0	0	0	0	0	1,250	0	0	0	0	0	0	0	250	1,500	1,500
Cleaning materials	15	0	0	15	0	0	0	75	0	0	0	0	0	75	165	150
Performing rights	0	0	0	0	0	0	0	500	0	0	0	0	0	0	500	500
Event Advertising Marketing	50	160	0	210	1,000	0	0	1,000	0	0	1,000	0	0	1,000	3,210	4,000
HMLNR & WPLNR	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500	500

**Environment Leisure Committee as at 30 Jun 2021**

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Actuals at 30 Jun 21 £	Budget at 30 Jun 21 £	Jul 21 Budget £	Aug 21 Budget £	Sep 21 Budget £	Oct 21 Budget £	Nov 21 Budget £	Dec 21 Budget £	Jan 22 Budget £	Feb 22 Budget £	Mar 22 Budget £	Total 2021/22	2021/22 Budgets
Total Purchases	32,067	18,360	36,313	86,739	82,768	16,141	14,891	26,661	12,534	12,034	16,829	12,034	12,034	41,804	251,698	249,783

### New initiatives 2021/22

[illegible][illegible]

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

**Monday 26 July 2021**

### **Agenda Item 7.1**

#### **TO NOTE THE CURRENT POSITION WITH THE COUNCIL'S ESTATES**

##### **1.0 Summary**

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

##### Victoria Pleasure Ground

Town bin collections have increased significantly since the Easter bank holiday, resulting in an additional collection to keep up with demand, on a weekly basis. This temporary second additional collection is booked until the end of September, which will increase the overall bin collection budget and most likely create an overspend by year end.

##### Victoria Skatepark

Investigations required in dealing with drainage issues, awaiting outcome of meeting with developers at Ridgewood site.

##### Hempstead Lane Play Area

Nothing new to report.

##### Hempstead Meadows

Works are due to take place on the gravel footpath byway by ESCC, following the flood damage in December 2019. No further update at this time.

##### Rocks Park Play Area

Nothing new to report.

##### West Park Recreation ground

Nothing new to report.

##### Boothland Wood

Nothing new to report.

##### Equipment & Vehicles

Transit van has required a replacement battery.

##### Street Furniture & Lighting

Covid-19 memorial bench has been ordered in partnership with CPJ Field.

##### Ridgewood Recreation Ground

Nothing new to report.

##### Elizabeth Gardens

Nothing new to report.

##### Selby Meadows

Nothing new to report.

West Park Local Nature Reserve.

Reptile & dormouse surveys are being carried out by the Countryside Ranger and LNR supporters' group.

Luxfords field and play area.

Nothing new to report.

Trees

Following a programme of tree surveys across the town, it is becoming very evident that the Town Council is starting to have to deal with a number of trees with Ash die back. A further report will be presented to members in the coming months.

**2.0 Recommendations**

2.1 Members are asked to note the report.

Contact Officers: Mark Francis

## Meeting of the Environment and Leisure Committee

Monday 26 July 2021

### Agenda Item 7.2

#### AN UPDATE ON STREET LIGHTING MAINTENANCE AND REPAIRS

##### 1.0 Overview

- 1.1 A meeting was held between ES Highways and the Estates and Facilities Manager regarding street lighting maintenance and repairs for Town Council stock.
- 1.2 Section 2.0 outlines the next batch of lights to be repaired and/or replaced for the financial year 2021/22. Previous works authorised by the Town Council in 2020/21 are now complete.

##### 2.0 Areas and estimated costings

- 2.1 The jobs have had costs amended based on all of the works being agreed to proceed as one. The revised prices are in red -

Location	Description of works	Original estimate (VAT not included)	Revised quotation
Column 5 Cambridge way	New column and lantern	£1927.96	£1803.64
Column 1 Baker street	New raise/lower column and lantern	£2899.69	£2774.77
Columns 1,7&8 Hunters Way	New columns and lanterns	£5605.74	£5480.82
Columns 7&9 Church Street	New columns and lanterns including trenching and ducting	£7802.66	£10078.58 now includes column 5 with traffic management
Column 9 Snatts Road	New raise/lower column and lanterns	£2899.69	£2774.77
Column 7 Lealands Drive	New column and lantern	£1686.06	£1555.19
Column 12 Eastbourne Road	New lantern	N/A	£ 616.93
TOTAL		£22,821.77	£25,084.70

- 2.2 Where a reduction is apparent between the original estimate and now, this is due to a reduction in admin costs by doing the jobs as a package rather than individually.
- 2.3 The total cost of the works will be £25,084.70. The Town Council only has £2,500 available in its street lighting repair budget for 2021/22.
- 2.4 Previously the Town Council has utilised Community Infrastructure Levy funding for this purpose. At present, the Town Council has £33,700.86 available in earmarked reserves (received via six monthly community infrastructure levy payments via the local planning authority).

### **3.0 Acceptance of risk**

3.1 As per the report presented to Environment & Leisure committee on 22 March 2021, the below statement will need to be accepted by the Town Council prior to authorising works.

3.2 *“Please note that the lantern specification in this quote will provide the optimum solution but does not guarantee conformity to current standards at this section of highway, to ensure compliance a lighting design would need to be undertaken.”*

3.3 It is hoped that as we move forward, street lights can be replaced by road name or neighbourhood in a more orderly fashion; replacing older concrete columns and lights as a priority.

### **4.0 Recommendations**

4.1 Members are asked to:

- (i) note the report and accept the statement of risk outlined in para. 3.1;
- (ii) agree to proceed with the streetlighting repairs/replacements detailed in the table under section 2.1 utilising Community Infrastructure Levy funding within earmarked reserves.

Contact Officer: Mark Francis



## Meeting of the Environment & Leisure Committee

Monday 26 July 2021

### Agenda Item 7.3

#### TO RECEIVE AN UPDATE ON THE TOWN COUNCIL'S LAND AT BELLBROOK

##### 1.0 Summary

- 1.1 Further to discussions at Environment and Leisure Committee on 14 June 2021 the Estates & Facilities Manager has since liaised with the building owner and advised of the following resolution –

**EL.12.06.21** Members noted the report and **RESOLVED** to:

- (i) ask the adjacent business who had cut down trees at Bellbrook without consultation for recompense for the loss and damage to those trees, and;
- (ii) agree to plant new trees elsewhere in a part of town where they can be safely managed, and;
- (iii) request evidence to show why this action had been taken.

- 1.2 The building owner has no survey report for the damage to the retaining wall and was unclear where the property boundary was. The Estates & Facilities Manager sent the title deeds explaining the boundaries.
- 1.3 The building owner advised – *“The soil clearance was necessary as the walls were in a very precarious state; the attached pictures were taken in July 2020 and you can clearly see the crack that ran from the top of the wall to around ¾ of the way down and by early this year (2021) the movement in the walls had reached a dangerous state. It is difficult to define the actual cause of the damage to the walls; it may have been the design of the wall, the weight of the soil the wall was retaining, high levels of rainfall that caused excessive weight to build up behind the wall, the tree root growth behind the wall, or probably most likely a combination of all of these.”*
- 1.4 Images below of the retaining wall taken by the building owner.



1.5 Image of the boundary before works were carried out



Image of the boundary after works carried out



- 1.6 The building owner has offered to donate £200 towards Uckfield Town Council's tree planting programme, assuming no further action will be taken in regard to the works that had been carried out. They also have an Oak sapling they wish to donate to be planted on Hempstead Meadows.

## 2.0 Recommendations

- 2.1 Members are asked to consider whether they agree to accept the donation of £200 and the provision of an Oak sapling as recompense for the works carried out.

Contact Officer: Mark Francis

Background paper: Agenda Item 7.4 (14 June 2021 Environment & Leisure Committee)

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

**Monday 26 July 2021**

### **Agenda Item 8.1**

#### **TO CONSIDER OPTIONS TO ACCESS RIDGEWOOD RECREATION GROUND ON NEW ROAD OPPOSITE TERRACE OF HOUSE NO'S 17-19**

##### **1.0 Summary**

- 1.1 This report refers to the gate leading to Ridgewood Recreation Ground off New Road, Ridgewood. This gate is opposite the old terrace of cottages in New Road, specifically numbers 17 to 19.

##### **2.0 Gate closers damaged**

- 2.1 A closing mechanism was added to the gate a couple of years ago due to a local resident raising concerns that the gate was often left open and children and dogs could run out on to the road. This safety issue was considered valid, and works undertaken to improve safety. Despite regular maintenance of the gate, it appears that the mechanism (gate closers) is being regularly adjusted by a user of the recreation ground, resulting in wasted resource (grounds staff time and money) to repair and replace the closers. We have replaced the closer on this specific gate over ten times in the past eighteen months.
- 2.2 Last winter, the closer was adjusted making the gate shut too quickly and slam against the post, ultimately breaking it. The closers are set to a slow closure to allow people to gain access without having their ankles caught. The gate has since been rebuilt again at our cost.
- 2.3 Since the new gate has been installed, the Grounds team have not added a closer to the gate to save on ongoing costs of maintenance and constant adjustments from whoever is playing with the gate, with the assumption that walkers/users of the recreation ground can close the gate behind them. The Grounds team have returned to reinstall a spring on the gate whilst the Estates and Facilities Manager invites members to ascertain a decision going forward.

##### **3.0 Options**

- 3.1 The Estates and Facilities Manager has provided three options available to redress this ongoing concern:
- Option 1 – remove the gate access completely and grow a hedge in its place with access via the car park only;
  - Option 2 – replace the gate with a stile;
  - Option 3 – keep it as it is with no closer;

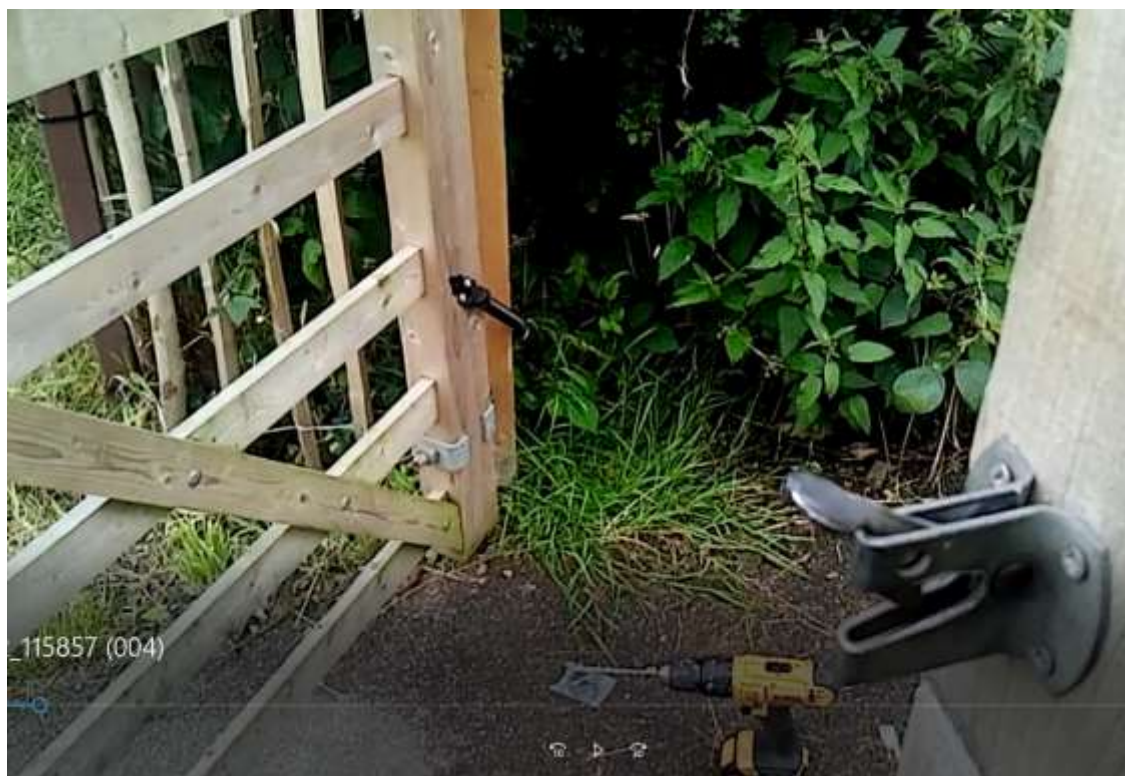
Option 2 is the preferred option of the Estates & Facilities Manager.

##### **4.0 Recommendations**

- 4.1 Members are asked to identify a suitable option and advise the Clerk accordingly.

Contact Officer: Rachel Newton





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

**Monday 26 July 2021**

### **Agenda Item 8.2**

#### **TO APPOINT A REPRESENTATIVE TO JOIN A STAKEHOLDER GROUP EXPLORING THE FUTURE PROVISION OF TENNIS IN UCKFIELD**

##### **1.0 Summary**

- 1.1 The Town Clerk has been approached regarding the setting up of a stakeholder group within the town, which would have a keen interest in supporting the development of tennis in Uckfield, and future provision of facilities.
- 1.2 The timing of these initial conversations is particularly useful as it would align with the work of the Infrastructure Working Group to understand the needs of the town in terms of sport, leisure, recreation and community facilities.
- 1.3 Key partner agencies likely to be on board would include organisations such as Le Tennis, Uckfield College, Active Uckfield to name just a few at this stage.
- 1.4 The stakeholder group would welcome representation from the Town Council. This could either be someone with a keen interest in tennis who sits on the Infrastructure Working Group or a Town Councillor with an active interest in tennis and drive to improve current facilities.

##### **2.0 Recommendations**

- 2.1 Members are asked to:
  - (i) appoint at least one or two members with a keen interest in tennis to join the stakeholder group looking at the future provision of tennis facilities in Uckfield, and;
  - (ii) recommend to the Infrastructure Working Group to invite key members of the stakeholder group to a future working group meeting to understand current levels of demand and future provision required to support population growth.

Contact Officer: Holly Goring

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

**Monday 26 July 2021**

### **Agenda Item 9.1**

#### **REPORTS FROM WORKING GROUPS**

#### **CLIMATE EMERGENCY STEERING GROUP UPDATE – GREEN PARTNERSHIP**

##### **1.0 Overview**

- 1.2 The Climate Emergency Steering Group held a meeting with lots of other local groups to discuss joint working on the issue of climate change: the Green Partnership. This will be an ongoing piece of work but please see the minutes from that meeting below:

##### **2.0 Uckfield Green Partnership - Inaugural Meeting Notes dated 22<sup>nd</sup> June 2021**

**Present:** Cllr. Angie Smith (UTC – Chair), Cllr. Paul Sparks (UTC), Cllr. Donna French (UTC), Cllr. Karen Bedwell (UTC), Velda Reed (Newtown Action Group), Dorothy Sparks (Millennium Green Trustees), Mark Francis (UTC), Holly Goring (UTC), Mark Infield (Conservators of Ashdown Forest), Roger Isaacson (Brighter Uckfield), Peter Griggs (MPHFRS), David Hall (Friends of the LNRs), Bridget Fox (Woodland Trust), Margaret Dode-Angel (Uckfield Chamber of Commerce), Jeremy Hallett (Fairtrade Uckfield), Chiara Vagnarelli (AiRS), Mark Gray-Smith (WDC), Chris Bending (WDC), Susanna Wray (STAG), Mike Coyne (STAG), Roger Isaacson (Brighter Uckfield), Dinah Morgan (Lewes Climate Hub), Dan Manvell (Uckfield Community Fridge), Nick Daines (CPRE Sussex), Richard Blakely (Harlands School), Chris Sherwood (Uckfield Men's Shed)

**Apologies:** After the meeting apologies were received from Barking and Dagenham Council, whose speaker was unexpectedly absent due to illness

- 1) **Introductions:** All present introduced themselves. Angie then explained that the meeting had been convened by Uckfield Town Council (UTC)'s Climate Emergency Steering Group, convened to work on behalf of the Town Council to try to play a part in combatting the climate emergency. Prior to the pandemic the group's focus had been a climate expo' for people in the town to learn about how to be greener. This had to be cancelled due to the pandemic, but we hope to set a new date in September.

The Steering Group reformed at the beginning of 2020, after a pandemic-related hiatus – since then we have been looking at trying to get some Lottery funding to extend Hempstead Meadows Local Nature Reserve (LNR) to create a riverside walk, looking at a green gardening project, undertaken a climate audit of UTC's work. However, the key focus of the group to date has been the creation of the Uckfield Green Partnership, recognising that no group can work on its own to counter the climate emergency – we all must work together. The Steering Group wants to work alongside groups and individuals to identify gaps in our response to the climate emergency and formulate an action plan for meeting these gaps.

- 2) **Origins of UTC's climate emergency declaration:** Paul Sparks advised that climate change is not a far-off problem – it is affecting people's lives now. It has become increasingly clear that human industry is responsible for the increase in planetary temperature since the start of industrialisation. This reminds us that we are not powerless against climate change, but many people think that there is nothing we

can do to impact the environment – it is simply too big an issue. This is not true though; even simple changes can have a dramatic impact. Uckfield, as a town, has a strong sense of social responsibility, being one of the first Fairtrade towns and, subsequently, declaring as a plastic-free town. If we offer the right help and encouragement, we are confident that the whole town would respond, and this is the reason why UTC declared a climate emergency.

**3) UTC's work to date:** Mark Francis explained that UTC has taken several steps to be greener, including:

- Installation of biomass boiler to heat the Civic Centre – UTC is looking to increase the hopper capacity, to enable storage of more pellets
- Installing solar panels on the roof of the Civic Centre – currently looking at whether solar panels can be added to other buildings
- Carrying out a carbon footprint survey of four UTC buildings – just awaiting the results on this – UTC will create an action plan on the back of this, which may include moving to electric or hybrid vehicles when they need replacing; replacing streetlights to be more energy efficient; changing energy suppliers (UTC has been consolidating contracts to enable a move to a green supplier)
- Planting trees – UTC has a tree for a tree scheme and planted 277 trees last winter – there is now a rolling programme of tree planting; UTC has also worked with Sussex Flow to look at flood mitigation and noise reduction in Hempstead Meadow – also renamed a stand of trees at Bellbrook Industrial Estate, Riverside Wood. However, there is a problem with Ash Dieback disease in the town

**4) Group overviews:**

**Millennium Green Trustees:** Uckfield Millennium Green was created as part of the Village Green Initiative in 1998. The land was donated by East Sussex County Council. The Trustees have planted 2000 trees, including elm, black poplar. Wildlife includes great crested newts, glow-worms and an array of butterflies. The area is kept as wild as possible to enhance biodiversity. The Green is reliant on donations and the work of volunteers.

Suggestions for future work – Southern Water supply water saving devices to fit in the tap and hippo bags to go into the toilet cistern:

<https://www.savewatersavemoney.co.uk/southeast/free-water-saving-products>

Dorothy has previously had a stall as part of the Uckfield Festival promoting green initiatives

**Conservators of Ashdown Forest:** Mark Infield noted that he and the new CEO, James Adler, are both very new in post. The Forest has been going through a difficult time in the past few years and the Conservators and the new CEO are going through a strategic review to identify future direction. Currently the Forest buildings are heated with biomass boilers. The Forest vehicles are diesel, but finances mean that these may not be replaced for more environmentally friendly alternatives immediately.

The Forest itself is an important sequester of carbon, particularly the bogs and mires. Improving the management of those could have a significant impact on carbon sequestration. Tree planting and management can also have an impact – the Forest

currently has about 40% woodland cover, up from 5% at the beginning of the last century. There are no plans to increase this at the moment. Maintaining the heath land, which has the most important biodiversity, requires removal of woody vegetation – this can be viewed with concern relating to carbon sequestration. All of these plans will require consultation and careful planning. James Adler would like to be part of a wider set of partners to think about forest management with a broader lens – management of the forest will be less insular going forwards.

**Manor Park and Hempstead Fields Residents Association (MPHFRA):** Peter explained that, to date, MPHFRA have been encouraging parents to walk their children to school, or to park away from the school, with their Walk and Talk initiative. Also to encourage walking, they have provided attractive memorial benches for residents to rest and enjoy the views (although a need to improve the area's twittens was also noted). They have also loaned out litter pickers.

The group has planters stocked with insect-friendly flowers and plans to plant a group of cherry trees, primarily as a key worker tribute. Woodland walks are going to be organised with an expert in local flora and fauna, in Views Wood. Provision of seeds, or flower bombs for local schools was another idea:

<https://www.wildlifetrusts.org/actions/how-make-seed-bomb>

In future the group plans to have a 'green issues' item on the agenda for committee meetings. Ideas from the Association and its members for the future include individuals ensuring that they replace any tree that they cut down – Peter mentioned the Woodland Trust's Bee Friendly Garden tree mix; promoting messages re recycling (including promotion of recycling points for items not collected at the kerbside e.g. crisp packets, Tetrapaks, coffee pods), upcycling, green tariffs, discouraging car usage, turning car engines off whilst waiting to collect children from school, reducing meat consumption, and walking; not driving, to local shops. One member wondered if making the High Street one way would be a helpful step.

The Association suggested that the Green Partnership have an Uckfield Green Charter for businesses and individuals to sign up to; the steering group should also have a website and/or social media page – perhaps on the UTC website.

**Newtown Action Group:** Velda explained that the Group meets monthly to deal with local issues. The Group has a small community garden in Keld Close and maintains the bigger space at Selby Meadow. UTC owns the space, but Newtown Action Group are the guardians of the space. The Meadow was reclaimed wild land, which is kept chemical free, people friendly and is designed to promote diversity of native wildlife and plants. The Meadow has spaces for natural imaginative play, restful reflection and for nature to thrive. Lots of families with small children visit Selby Meadow. It is also a place of solace for people who need to take time out.

In future, Selby Meadow needs other like-minded people to maintain it. The Group aspires to make Selby Meadow part of a wildlife corridor to allow animals to move around. The Group also needs help to establish the boundary of the new housing estate and to plant a mixed hedgerow to allow the foxes and badgers to move around safely and for small creatures to access sanctuary if they are displaced by the building work.

**The Woodland Trust:** Bridget focused on the 'Four P's': Place, Policies, Planting and People. Place = Views Wood and Lake Wood, which are managed with 24/7 public access and to model best practice in good management and conservation. In



terms of policy, Woodland Trust is very keen to work with local authorities on local plans, neighbourhood plans and other policies to protect existing woods and trees to ensure that trees that are lost to development or disease are replaced.

Woodland Trust works to influence national policy and it is likely that from next April Tier One local authorities (like East Sussex County Council) will have to have a local nature recovery strategy. Woodland Trust would like to see more planting e.g., on new developments, by joining up habitats, or planting new woodland. Woodland Trust has free packs available for community groups and heavily subsidised packs for purchase, including a hedgerow pack. Planting currently taking place under the umbrella of the Queen's Green Canopy.

People are involved by forming Green Charter Branches, which Bridget recommends for the Green Partnership. She also suggests doing a community tree planting exercise under the canopy of the Green Canopy. We will also need to think about spaces that we want to protect for nature in Uckfield ahead of the nature recovery.

**Brighter Uckfield:** described by Roger as the dung beetles of the Green Partnership! Brighter Uckfield litter pick, concentrating on sensitive areas and the approach roads to the town. They remove fly-tipped materials or report them if they cannot remove themselves, and also report issues such as broken street furniture, fences, dead animals etc. They also do a lot of tidying e.g. grass-cutting – particularly on the approach to the town. The group makes and maintains planters.

Brighter Uckfield work closely with the Crowborough and Lewes groups on maintaining the main roads. They help the environment by removing damaging and unsightly materials.

The group would like to talk to schools and colleges about litter and address the issue of single use plastics with local businesses that generate this waste. There is a particular issue with smoking-related rubbish e.g., dog ends, plastic wrappers, lighters – it would be good to highlight this problem with businesses, whose employees are leaving waste after their smoke breaks. It would also be good to look at better recycling of the waste that is generated.

**Uckfield Community Fridge:** the community fridge is well on the way to coming into being, thanks to UTC, the foodbank, and other organisations. The community fridge should be up and running by the end of the summer. The community fridge is for people to come along and bring excess (in date) food that they don't need, and it can be given out to those who need it.

The group has set up a JustGiving link to raise the last sums of money needed to finalise the build of the community fridge, which will be sited on Luxford Field.

<https://www.justgiving.com/crowdfunding/uckfieldcommunityfridge>

**Uckfield Fairtrade Group:** the group organises coffee mornings, quizzes etc. to draw attention to Fairtrade food and products, but also climate change issues. Climate change is having a negative impact on the Fairtrade movement, for example, the chocolate producing areas of West Africa are unable to use the same cocoa plants and are having to try to find alternate, more resistant, strains.

Cornerstone Church, part of the eco-church movement, supports this work and is doing its part to be greener with the installation of solar panels, sharing ideas and so forth.

Jeremy shared an article about a sustainability festival in St Albans and would love to see something like this in Uckfield.

**Wealden District Council:** WDC declared a climate emergency two years ago. One of their main focuses is engaging with local communities to come up with ground-up actions. Chris Bending commented that we really need to think about how we get the younger generation involved. Mark noted that community-led actions are the way forward for inspiring individuals to act.

WDC is carrying out a lot of work to find out where they are now and what they need to do. Their key areas of focus are:

**Buildings** – promotion of retrofit offer; energy efficiency schemes; sustainable building technology e.g., Solar Together scheme for subsidised purchase of solar panels

**Transport** – reduction of emissions by switching WDC's fleet to electric vehicles where possible; exploring options for waste management vehicles; installation of electric vehicle charge points in WDC car parks (hopefully from autumn onwards); promoting active travel where possible and improving sustainable travel options

**Offsetting and sequestration** – WDC planning mass tree planting

**Refill schemes** – for refilling water bottles – working with businesses across WDC around this

Chris responded to a point in the chat about sustainable development – WDC agree that we should have requirements for sustainable development in new builds now. This is not required under current planning regulations – to go further we have to get a local plan in place, which WDC is urgently working on – this will include requirements re layout for thermal gain, energy saving measures, location of developments etc.

**Harlands School:** the school has planted around 20 trees and have taken advantage of help from the Woodland Trust and UTC's ranger. The school has a forest school in Boothlands Wood, so the children are aware of the changing seasons and woodland management. A lot of recycling takes place in school including terracycling of crisp packets, and computers. All lights in the school have been replaced with LEDs. There is an ongoing programme of improving doors and windows to avoid wasting energy. There is a programme of engagements with parents to encourage them to walk to school.

**Friends of the Local Nature Reserves:** Uckfield has two LNRs: Hempstead Meadow and West Park. The supporters group tries to link local residents and visitors with the work of the nature reserves. The main tool for this is Facebook – members post interesting finds, identify species, hedgehog activity and post public notices. The group offers guided walks, particularly through West Park. Recently the group has carried out wildlife surveys with the ranger and carries out fixed point photography every quarter, to build up a picture of the changing picture of the reserve.

David is happy to do talks with local schools about wildlife corridors and identifying nature - time permitting.

It is very important that we keep our local natural sites green – avoiding fragmenting our natural wealth. This must be considered as part of local development.

**Men's Shed:** use recycled materials to build planters; hedgehog hotels and feeders; bird, bat and owl boxes. See <http://uckfieldmensshed.org.uk/> for more information.

**Uckfield Chamber of Commerce:** The Chamber has over 200 members and the Executive is keen to support the work of the Green Partnership. Margaret is keen to promote a green strategy within the Chamber and in line with this would like to encourage green focused organisations to have a guest spot at a Chamber meeting – there are also guest blog spots on the website and regular member emails, which could be used to support the Green Partnership.

Margaret also works for 3VA who have had funding from DEFRA to set up a food partnership in Wealden. The aim of the food partnership is to bring organisations with a food focus together – to create a resilient, sustainable, and healthy local food infrastructure. The first meeting of the partnership was taking place on 24<sup>th</sup> June.

**Sussex Together Action Group (STAG):** started as a group of people from different political partners who have found common ground in the belief that if we work together change can be achieved. STAG has had a particular focus on Ashdown Forest – working with the new CEO and Brighton University on better monitoring of pollution.

The group also is spearheading the transition movement locally – this is based on the premise that environmental action comes from the ground up, as everyone needs to make changes in the lives to be greener. STAG has been inspired by the Lewes transition movement e.g., organising displays of electric cars; promoting take up of building insulation and alternative energy systems; they persuaded Harveys Brewery to put solar panels on their roof to generate energy. The movement can be a 'packaging device' and 'communication device' – Lewes has been declared a transition town. This is designed to be a very inclusive movement – and it is worldwide – so participants can learn from each other.

Susanna wondered if Uckfield and Crowborough could collaborate, as we are neighbours.

**Lewes Climate Hub:** The climate hub is an alliance of environmental and social justice organisations that band together to amplify each other's voices and support each other's campaigns. There is also a climate hub in Seaford. These groups are part of the South East Coast Alliance. The Lewes Climate Hub has a centre on the High Street to promote environmental campaigns. They have delivered webinars on topics including rewilding, tree planting, working with eco-churches. They are currently working with local schools on a carbon literacy campaigns. They are supporting the Town Council and District Council on their climate strategies and can help host Council surgeries on waste, food, housing, transport etc.

The Climate Hub is currently looking at a solar powered shuttle bus, travelling between Lewes and Seaford. There are three housing projects being planned with the aim of platforming the developers to meet with the public.

The Climate Hub is having a planet party in the week commencing 19<sup>th</sup> Sept (Climate Week).

**Campaign for the Protection of Rural England East Sussex (CPRE)** – their rationale is protect the Sussex countryside. The main risk to the countryside is development. The previous Local Plan had 450 houses per year – the new Plan is likely to have 1200+ houses per year. Most of this new development will be on green field sites, as there are hardly any brownfield sites. The influx of new residents also puts pressure on infrastructure and creates large volumes of traffic. Nick would like to see the new Local Plan include an expectation of sustainable building standards, rather than having to retrofit them.

- 5) Action in Rural Sussex's vision for community involvement:** Action in Rural Sussex is an organisation that supports rural communities to live sustainably. Chiara is one of three village agents who work across Wealden – essentially community development workers. They are working on a project called 'Making it Happen' and Chiara is working on this in the Uckfield area.

Chiara has been following the work of other green networks and wanted to see a network established in Uckfield to celebrate our green spaces – it could also share knowledge and resources and would be a shop window for encouraging involvement from individuals – whether this be for larger actions or very small-scale actions, such as planting herbs. The objective of such a network would be to create a snowball effect, bringing in more and more residents who could be income involved in projects or instigate new ones. Chiara would like to involve the younger generation in growing their own food, which helps to teach the importance of sustainability and the environment. Encouraging greater use of green spaces also has a positive impact on mental health.

Chiara's vision can be encompassed by four points:

- Learning together
- Growing together
- Creating together
- Celebrating together

The word 'together' is key – the aim is to bring people in who might never have had a previous involvement in climate issues and the environment might normally be far down their agenda, behind everyday survival. To involve people, we could use local media, radio, events, community green chest. We would need to find a way of developing a funding pot which is able to provide resources for small projects. We can learn how people who aren't involved want to be involved and the best ways to support this.

- 6) Close:** Angie thanked everyone for their inspiring contributions. The Town Council hopes this will be the start of a process of working collaboratively to do our part. There will be another meeting in September. Prior to this we will share notes, links and for those that agree, contact details.

All points from the chat, including links, are included as a separate document.

Councillor A. Smith

### **3.0 Recommendation:**

#### **3.1 Members are asked to note the report**

(Next meeting - Wednesday 21<sup>st</sup> July 2021).

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

**Monday 26 July 2021**

### **Agenda Item 9.2**

#### **INITIAL UPDATE FROM ALLOTMENT WORKING GROUP MEETING HELD ON 12 JULY 2021**

##### **1.0 Summary**

- 1.1 An Allotment Working Group has been set up consisting of four Town Councillors, and supported by Town Council staff. The first meeting took place on 12 July 2021.

##### **2.0 Agenda items**

- 2.1 The remit of the newly formed Allotment Working Group is to review:
- \* The proposed allotment fees and charges from 1 April 2022 and concerns from tenants with regard to fairness of charges (small plots vs larger plots and concessionary rates);
  - \* Exploring options for future allotment provision in Uckfield;
  - \* Developing engagement with the local Allotment Association

##### **3.0 Issues reviewed**

- 3.1 At the first meeting, working group members were provided with a summary of the issues that had been highlighted by some of the town's allotment tenants in response to the correspondence on fees and charges, and the various issues that the working group would need to consider in more detail over the coming weeks and months.

All working group members agreed that the proposed changes could have been explained a lot better to allotment tenants, and one of the main learning points from the past few months was the importance of good communication and engagement.

Now the terms of the group had been agreed, a number of meetings would be set up over the coming weeks and a proposed work programme set out, including potential visits to sites elsewhere for the working group. This would include how best to work with the Allotment Association going forward, and how to improve on current levels of engagement with the association and allotment holders.

Further detailed analysis would also be undertaken into the breakdown of existing fees and charges versus the proposed fees and charges from 1 April 2022. The Town Council would be researching back to previous committee minutes from 2012 onwards to ascertain what had been previously been agreed by members. Contact would also be made with the Allotment Association to invite them to future working group meetings, as and when requested, as representatives of the town's allotment holders.

##### **4.0 Allotment Conference**

- 4.1 As a result of the detailed work being undertaken by the working group, it has been suggested that the Allotment Conference be postponed until further information is available. This was originally planned for 15 September 2021.

##### **5.0 Gauging an initial view on allotment site boundaries**

- 5.1 Some of the fence lines surrounding the allotment sites require substantial repair or replacement. In particular the site at Framfield Road West (see photo overleaf) is in need of replacement and the fencing at West Park allotment site is in need of repair.

- 5.2 The fencing currently surrounding the Framfield Road West site does not provide adequate protection from the pathway. Residents and allotment holders have been requesting a replacement fence for this particular area for a number of years and a budget of £6,803 is currently in earmarked reserves for "Allotment fencing". However, the cost of timber prices has gone up 60-80% since Brexit and contractors are also difficult to get hold of. The budget available is for all allotment sites. Installing post and rail would be a huge cost implication to council funds. The Estates and Facilities Manager has estimated this would be in the region of £12k - £15k to fence around the Framfield Road West allotment site alone.



- 5.3 The planting of hedgerows is something that is due to be discussed further by the Climate Change Steering Group, and their Green Partnership, but in the meantime, we are keen to gauge the initial views of committee members, before this matter is considered in more detail.
- 5.4 This would be a more valuable habitat for wildlife, particularly for an allotment site and would echo the style of the Ridgewood allotment site on New Road. This would also provide a natural sound barrier from the roadside and provide a haven for hazel, dog wood, holly, wild privet and buckthorn, although hawthorn plants are best suited according to The Tree Council.

## **6.0 Recommendations**

- 6.1 Members are asked to consider the contents of the above report, and:
- (i) agree to the postponement of the Allotment Conference until suitable information is available from the working group;
  - (ii) provide the Clerk and Estates & Facilities Manager with members' initial thoughts on hedgerow planting.

Contact Officer: Rachel Newton

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

**Monday 26 July 2021**

### **Agenda Item 10.6**

#### **LUXFORD CENTRE EXECUTIVE COMMITTEE**

##### **1.0 Summary report**

- 1.1 The Executive Committee held their meeting remotely by Zoom on 25 June 2021. Although the centre is still currently closed with no meeting of members in person, three outside regular hirers have recommenced their meetings with all relevant Covid precautions in place.

Since the last meeting, the new hall floor finish had been laid and it was agreed by all to be very satisfactory. Also, thanks to the grant from Uckfield Town Council, the new kitchen window unit had been installed – see photos attached. There had been some unexpected problems but these had now been resolved and the House Committee Chairman would complete the water tap and waste pipe replacement. A huge improvement.

A new front entrance door key system had been installed and records would be kept to ensure that all keys were accounted for.

All covid and insurance regulation requirements were being maintained with comprehensive records.

Considerable discussion occurred regarding re-opening and renewal of membership and numbers which would need careful consideration in the forthcoming months.

The sad loss on the death of John Gearing who was a very long standing and active supporter and member of the House Committee was noted.

Both the House and Executive Committees were below the desired number and new members would be welcomed.

The next meeting would take place on 24 September 2021.

Councillor Chris Macve



## LUXFORD CENTRE PHOTOS



BEFORE – WOODWORK DECAYED



AFTER – NEW PVC



## **LUXFORD CENTRE AGM MEETING UPDATE**

### **1.0 Summary report**

1.1 The AGM for the year ending 31 December 2020 was held on 3 July 2021.

Whilst this was delayed from May 2021 it was agreed that despite all the problems and difficulties caused by Covid-19, the AGM should be held remotely by Zoom.

The Chairman welcomed members to the meeting especially Town and District Councillors Helen Firth and Paul Sparks.

This meeting was the second to be held as a combined AGM of both the House and Executive committees.

The members present accepted the reports from the Treasurer and both Chairmen. A special mention was made of the efforts of the Treasurer in securing the various amounts of grant aid from both Wealden and Uckfield Town Councils. These had helped enormously in the running of the club when no income had been received. Wealden were thanked for their helpful and cooperative assistance during their difficult times in securing these grants.

The House Committee and Officers together with Trustees and Officers of the Executive Committee were all voted in unopposed.

Members approved the increase to £10 of the annual subscription with effect from 1 January 2022.

Thanks were recorded for the work of the Secretary in organising the meeting and distributing all the necessary paperwork.

Councillor Chris Macve

### **2.0 Recommendation**

2.1 Members are asked to note the above reports.

Contact Officer: Rachel Newton

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

**Monday 26 July 2021**

### **Agenda Item 10.10**

#### **REPORTS FROM OUTSIDE BODIES: UCKFIELD RAILWAY LINE PARISHES COMMITTEE**

##### **1.0 Summary report**

1.1 The committee held their meeting by Zoom on 12<sup>th</sup> May 2021.

The report from GTR focused mainly on the improvements at Eridge Station with regard to disabled access.

The works to install the lift are progressing well and are on schedule for the end of this year. After eighteen months of discussion with ES Highways they have now agreed to provide disabled parking bays at the front of the station for Blue Badge Holders.

Advice had been received of a 9-day closure of Brighton mainline from Three Bridges to Brighton for track renewal and that the diversion would be via Arundel. This may have an impact on the usage of the Uckfield Line.

The passenger uptake on the Uckfield service was generally considered to be increasing and notice following the relaxation of controls from 19<sup>th</sup> July and the ensuing school holidays could affect numbers. The full effect of Covid-19 would not be obvious probably until September.

The T.F.S.E. Conference was recently held remotely and appeared to focus largely on road transport with little emphasis on rail. Contact had been received from Councillor A. Turrell who had been suffering with long Covid and therefore not available recently but was now recovering so hopefully would be able to attend one of our meetings soon.

Discussion on the postponement of the East Croydon Station and junction redevelopment together with any proposed improvement on the Brighton Mainline was as a result of lower passenger numbers and necessary cost savings.

The GTR franchise has now been extended from September until March 2022 which would hopefully provide a little more future security and news is still awaited on the possibility of any future electrification.

Councillor C. Macve

##### **2.0 Recommendation**

2.1 Members are asked to note the report.

Contact Officer: Rachel Newton

## Meeting of the Environment and Leisure Committee

Monday 26 July 2021

### Agenda Item 10.12

#### TO NOTE - AN UPDATE FROM WEALDLINK - COMMUNITY BUS SERVICES

##### 1.0 Summary

- 1.1 The Wealdlink Forum have forwarded a report on their activities over the past six month via Councillor A. Smith.

#### North Wealden Community Transport Partnership Ltd

##### Six monthly Report 01/01/21-30/06/21

(based on monitoring reports submitted to Wealden District Council)

KEY PERFORMANCE INDICATOR	COMMENTS ON PROGRESS
Wealden Parishes Covered	Door to door shopping services to: Buxted, Crowborough (also 224, 225 and 226), Danehill, Forest Row, Frant, Hartfield and Maresfield (also 262 Saturdays), Withyham. Rotherfield (224, 225 and 226 services); Heathfield (225 service Tuesday and Thursday, 262 Sats only); Wadhurst (224 service Wednesday and Friday); Mayfield (226 service Tuesday, Thursday and Saturday); Uckfield & Framfield (262 service – Saturdays only)
Passenger Numbers by month and Fare Income Generated (Shopping Service)	January: 87 shops for those unable to go out. Fares and donations=£435  February: 88 shops for those unable to go out. Fares and donations=£440.50  March: 30 passenger journeys + 77 shops for those unable to go out. . Fares & donations=£455.50  April: 64 passenger journeys + 32 shops for those unable to go out. Fares & donations=£480  May: 144 passenger journeys + 15 shops for those unable to go out. . Fares & donations=£457.50  June: 210 passenger journeys + 15 shops for those unable to go out. . Fares & donations=£598.50
Passenger journeys Crowborough Town Service } (Route 226) } Former Beaconlink Service } (Route 224) } Crowborough-Battle service } (Route 225) } Hartfield-Maresfield-Uckfield- } Heathfield service (route 262) }	All journeys: January: 235 February: 281 March: 478 April: 596 May: 581 June: 661  Concessionary tickets: January: 208 February: 261 March: 449 April: 558 May: 545 June: 624  Fares: January: £66.60 February: £74.80 March: £98.40 April: £128.50 May: £121.20 June: £158.40

Specific activities this quarter	<p>From January to mid March we resumed operating a shopping delivery service, but from mid-March some passengers opted to travel on the bus again to do their own shopping, and many more did so in April, with the numbers steadily increasing through May and June..</p> <p>We continued to operate our scheduled bus services throughout the third lockdown, and the above statistics show that both passenger numbers and fares income are steadily increasing, month on month.</p> <p>In June we re-started a limited door to door shopping service to Tunbridge Wells for those of our passengers who were keen for us to resume this service.</p> <p>For the month of June we also resumed the weekly swimming transport for Mark Cross School.</p> <p>We have applied to Hartfield Parish Council for funding to support the 262 service. We are also grateful to Rotherfield Parish Council and Heathfield &amp; Waldron Parish Council, as well as all parishes served by the shopping service for their continued financial support.</p>
General Comments	<p>As we come out of lockdown many of our volunteer drivers are returning, but not all. Fortunately some new volunteers have started driving, but more are always needed. A new part-time paid driver has replaced one who moved away early in the year.</p> <p>Our new minibus, a 16-seat Peugeot Boxer, arrived in April and, after a few teething troubles, is running well. Our oldest vehicle was taken in part-exchange, so our fleet now numbers four.</p>
<b>Summary of Project Progress</b>	
<p>Since the beginning of the pandemic we have carried out nearly 800 personal shops to a value of over £28,000, but this service is now coming to an end as we return to normality.</p>	
<p><b>Completed by: Linda Graham, Trustee</b>  <b>Date: 5<sup>th</sup> July 2021</b></p>	

## 2.0 Recommendation

2.1 Members are asked to note the report.

Contact officer: Rachel Newton