



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

YOU ARE HEREBY SUMMONED TO A MEETING OF UCKFIELD TOWN COUNCIL

Monday 13 September 2021 at 6.30pm
Weald Hall, Civic Centre, Uckfield
PRESENTATION FROM THE ESTATES & FACILITIES MANAGER ON THE OUTCOMES OF
THE CARBON AUDIT FOR UCKFIELD TOWN COUNCIL

FULL COUNCIL AGENDA COMMENCES AT:
Monday 13 September 2021 at 7.00pm
Weald Hall, 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 MAYOR'S DISCRETION

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

4.0 APOLOGIES FOR ABSENCE

5.0 MINUTES

5.1 To **RESOLVE** that the minutes of the Full Council meeting on 2 August 2021 be taken as read, confirmed as a correct record and signed by the Town Mayor.

5.2 Action list – For information only
(Attached)

6.0 COMMITTEE MINUTES

- 6.1 To note the acts and proceedings of the following committee meetings:-
- | | | |
|-----|-----------------------------------|----------------------|
| (a) | Plans Committees | 9 and 31 August 2021 |
| (b) | Environment and Leisure Committee | 6 September 2021 |
| (c) | General Purposes Committee | 23 August 2021 |

7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

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

8.0 TO RECEIVE REPORTS FROM WORKING GROUPS

- (i) Civic Centre Working Group (nothing to report)
- (ii) Events Working Group (Attached)
- (iii) Uckfield Dementia Forum (nothing to report)

9.0 TO FORMALLY CONSIDER OPTIONS TO INCREASE UTILISATION OF WEST PARK PAVILION (Attached)

10.0 QUARTERLY PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES FOR 2021/22 (Q1) (Attached)

11.0 TO CONSIDER THE PROPOSED WAY FORWARD AND PREPARATION OF THE DEDICATION AGREEMENTS FOR THE NEW FOOTWAY LINKS TO THE "LAND OFF MALLARD DRIVE" DEVELOPMENT (Attached)

12.0 TO CONSIDER A RESPONSE TO THE ESCC BUS SERVICE IMPROVEMENT SURVEY (Attached)

13.0 TO NOTE THE MAYOR'S ENGAGEMENTS (Attached)

14.0 SIGNING OF GRAVE CERTIFICATES/TRANSFERS OF DEEDS OF GRANT

15.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED

16.0 TOWN CLERK'S ANNOUNCEMENTS

17.0 CHAIRMAN'S ANNOUNCEMENTS

18.0 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: -

- 18.1 To formally consider options to increase utilisation of West Park Pavilion (exempt information – considered commercially sensitive) (Attached)



Town Clerk
7 September 2021

UCKFIELD TOWN COUNCIL



Minutes of the meeting of **UCKFIELD TOWN COUNCIL** held
on Monday 2 August 2021 at 7.00 pm
in the Weald Hall, Civic Centre, Uckfield

PRESENT:

Cllr. K. Bedwell	Cllr. J. Love (Town Mayor)
Cllr. J. Beesley	Cllr. C. Macve
Cllr. B. Cox	Cllr. S. Mayhew
Cllr. D. French (Deputy Mayor)	Cllr. P. Sparks
Cllr. H. Firth	Cllr. D. Ward
Becky Ikeson (Youth Member)	Emily McHale (Youth Member)

IN ATTENDANCE:

No members of the public
No members of the press
County Councillor Chris Dowling
County & District Councillor Claire Dowling

Holly Goring Town Clerk
Minutes taken by Holly Goring

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. They were advised that notice should be given at this part of the meeting of any intended declaration and that the nature of the interest should then be declared later at the commencement of the item or when the interest became apparent.

No interests were declared.

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

None received.

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

FC.31.08.21 It was **RESOLVED** to suspend Standing Orders to enable updates to be provided by District and County Councillors.

County Councillor Claire Dowling advised that carriageway resurfacing was underway in Nevill Road, off Brown's Lane. They had been able to accommodate events that had taken place each end of the road whilst these works were underway. There was also an ongoing drainage issue in the Dene.

Councillor Claire Dowling had seen the motion put forward by Councillor. B. Cox and thought that the Uckfield Flood Plan (2016) had started to be reviewed but East Sussex CC would be able to confirm.

Councillor Chris Dowling advised that UKPN had reached halfway up Lewes Road, but had to leave site to ensure they undertook and finished works on New Town between Highlands roundabout and Framfield Road before the end of the summer holidays. The leak on Lewes Road would be reviewed at a later stage once contractors were able to review Lewes Road more fully.

Councillor P. Sparks had attended a presentation from the planning department at Wealden DC. The local planning authority (Wealden DC) dealt with on average 3,500 planning applications per annum. It was considered to be in the top five busiest planning authorities nationally. The Planning Enforcement officer covered mostly buildings without consent or that had commenced but not in line with the planning application. It was a very interesting presentation on the work of the department.

Councillor H. Firth advised that she would be sitting on the Overview & Scrutiny Committee working group, focusing on Health and Wellbeing. The working group would be looking at what could be done to improve current practices, overall health in the district and current ways of working.

The Leader and Cabinet members of Wealden DC had met with ministers, and other local authority representatives across East Sussex to discuss overdevelopment and the challenges we faced in the local area due to central government imposed housing numbers. Members questioned whether the meeting was fairly represented by political parties. The meeting itself involved advising ministers that the permissions that had been previously granted could not be added to the 5year housing and land supply which placed pressure on the district, to develop further. Matters such as infrastructure, the planning inspectorate and permission timescales were also discussed. It was a productive meeting

FC.32.08.21 Councillors were thanked for their input and updates, and subsequently **RESOLVED** to reinstate Standing Orders.

4.0 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors D. Bennett, J. Edwards, G. Johnson and C. Snelgrove. Councillor A. Smith was not present at the meeting.

5.0 MINUTES

5.1 To resolve that the minutes of the meeting of the full Council on 21 June 2021 be taken as read, confirmed as a correct record and signed by the Mayor.

FC.33.08.21 It was **RESOLVED** that the minutes of the meeting of full Council be taken as read, confirmed as a correct record and signed by the Mayor.

5.2 Action List

Members requested that the following actions be removed:
FC96.01.20 – Questions by members previously notified.
Members subsequently noted the action list.

6.0 COMMITTEE MINUTES

6.1 To note the acts and proceedings of the following committee meetings:-

(a) Plans Committee of the 28 June 2021

FC.34.08.21 It was **RESOLVED** to note the acts and proceedings of the Plans Committee of the 28 June 2021.

(b) Environment & Leisure Committee of the 26 July 2021

FC.35.08.21 It was **RESOLVED** to note the acts and proceedings of the Environment & Leisure Committees of the 26 July 2021.

(c) General Purposes Committee of the 12 July 2021

FC.36.08.21 It was **RESOLVED** to note the acts and proceedings of the General Purposes Committees of the 12 July 2021.

7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

(i) The Uckfield Town Centre Regeneration Joint Committee

Nothing to report at present.

(ii) Neighbourhood Plan Steering Group

Nothing to report at present.

(iii) Gatwick Airport Consultation Panel

Nothing to report at present.

8.0 TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS

(i) Civic Centre Working Group

Nothing to report at present.

(ii) Uckfield – Events Working Group

Deputy Mayor, Councillor D. French wished to give special thanks to the Marketing & Communications Officer Tracy, and the Town Clerk for all their support with the organisation of the Weald on the Field event, planned for Saturday 21 August 2021. If anyone wished to book a stall, please contact Food Rocks (contact details in the report), or if a business wished to advertise on the day, as a key sponsor, to contact the Town Council office. After Weald on the Field, they would be looking to plan ahead for the Uckfield Revival event on Saturday 2 October 2021. Members subsequently noted the update.

(iii) Uckfield Dementia Forum

Nothing to report at present.

9.0 TO CONSIDER PROVIDING A RESPONSE TO ESCC'S CONSULTATION ON HIGHWAY IMPROVEMENTS TO THE A22 AND A2290

East Sussex County Council were currently seeking comments on proposed improvements to a southern section of the A22 and A2290 road network. With proposed developments in South Wealden and the Eastbourne area, and already heavy traffic, they were keen to put forward a package of improvements along the two routes for consultation.

Councillor C. Macve had studied the consultation document closely and put forward a number of comments:

(i) the lights at Copthall roundabout, adjacent to the Polegate Bypass

Councillor C. Macve was of the understanding that roundabouts were there to allow the integration of traffic and enable it to flow smoothly. To add traffic lights like they had already at Copthall roundabout just bunched traffic up and previously cost in the region of £600k for the replacement lights and changes there.

(ii) There was no mention in the consultation document of any improvements on the A22 north of the Boship roundabout. There was also no mention of the Lower Dicker section, which currently jams up at Blackberry Farm and Golden Cross. It was suggested that any improvements to the Boship roundabout would improve congestion at the Golden Cross end, but he would wait to be convinced on this matter.

(iii) Councillor C. Macve was concerned about the suggestion of the introduction of toucan lights to the exit lanes on some of the roundabouts, as this could block the traffic up at the roundabouts and cause further congestion.

(iv) Without an approved local plan for Wealden District, there were concerns that where land allocations for business or residential still remained uncertain, it could lead to further improvements being required.

(v) Page 9 typo – in reference to Shinewater roundabout on the outskirts of Eastbourne, it referenced a pedestrian underpass in a previous preamble, but there was no mention of this in the proposed works. Was this an omission?

(vi) Page 19 – Golden Jubilee roundabout – there were concerns that although crossings for pedestrians/cyclists may be provided, the uncontrolled crossings, would have no central refuge. This location saw cars accelerating onto the roundabout so could pose a danger.

(vii) The map on page 2 was different to the map illustrated on page 34.

Councillor J. Love thanked Councillor C. Macve for his detailed comments and too raised her concerns with the proposed three lanes in and two lanes out before the Boship roundabout. Members also thought the survey questionnaire had been cleverly worded in that it was quite leading in the response they were looking for.

Members were happy to support Councillor C. Macve and Councillor J. Love's comments and for the Town Clerk to feed back to East Sussex CC.

10.0 TO CONSIDER A DRAFT LETTER TO BE SENT TO QUICKBORN, GERMANY IN RESPONSE TO THE RECENT FLOODING

Members reviewed the draft letter to be sent by the Town Mayor, Councillor J. Love on behalf of Uckfield Town Council, to the Town Mayor in Quickborn following the recent flooding in Germany.

Councillor C. Macve advised that the Uckfield Lions were linked in with the Quickborn Lions, and nationally the Lion's Club International did offer grant funding support from international funding pots, to support residential properties in areas affected by major incidents or emergencies.

Deputy Mayor, Councillor D. French felt it was a heartfelt letter, which had originally been drafted soon after the event and supported this being sent.

FC.37.08.21 Members **RESOLVED** to approve the draft letter to be sent to the Town Mayor of Quickborn.

11.0 TO CONSIDER A MOTION FROM COUNCILLOR B. COX

Councillor B. Cox introduced his motion which reflected on the potential for future growth in Uckfield as a result of new housing developments, and the need to not just raise concerns with regard to infrastructure but also review important plans, such as flood mitigation.

Councillor B. Cox stated that “as it stands our flood defence was more than adequate to defend businesses and homes within Uckfield and especially the south side of the town. However he was keen to ensure that we continued to protect the town, with the anticipated growth in development. The motion put forward should not only be shared with the relevant authorities but also with the Chamber of Commerce and local business community. In light of this, he wished to remind members that words matter and this subject could have commercial ramifications.

Councillor B. Cox reminded members that he had lived in Newtown all his life, and knew many other Newtown councillors also had a long history in the south of Uckfield. He advised that they understood the history of flooding in Uckfield and were grateful for the flood defences the town had to date, however it was disappointing to see that the Flood Plan (2016) had not been reviewed in 2019. He believed the objective of the motion was clear, and felt it was therefore the duty of local councillors to keep the town and residents safe. It was important that the relevant authorities got back to the Town Council as soon as they could on a proposed review”

Members discussed the recent surface water flooding in the bottom of the High Street following a heavy thunderstorm. This had dispersed but most businesses were closed when this incident happened. Councillor D. Ward thought that contact details should be available for businesses in that area (two-way) so communication could be obtained.

Councillor P. Sparks made one correction, that Millington Court was not a care home. He also wished to make an amendment to the motion, asking for the Environment Agency to be included in the list of key agencies that the motion would be shared with; were a key player. Otherwise he would support this motion.

Councillor D. French agreed that flood defences had been adequate, but consideration was required for those in the nearby vicinity of the River Uck, should any future changes be made to the flood defences or improvements.

Councillor K. Bedwell agreed stating that at present, all proposed developments and planning applications were considered on their own merits, which didn't allow for the cumulative impact of water from all the proposed attenuation ponds into the tributaries of the River Uck.

Councillor J. Beesley also noted the tree pits in the High Street, and the need for more consideration for storm water within the town centre area.

FC.38.08.21 Members **RESOLVED** to proceed with the motion including the proposed amendment, adding in the Environment Agency as a key player and agency who should also be approached. The motion was therefore agreed as follows

Background:

With the lack of a Local Plan for Wealden district, Uckfield South is seeing a number of housing/development applications be submitted to the local planning authority (Wealden DC) for early consideration (known as screening proposals) or full outline applications for planning permission.

Planning permission has already been granted for development off Mallard Drive in the field next to Uckfield Community Hospital for 119 homes. This development is east of Uckfield Town Centre and up-stream from the river that runs through the town, and flows adjacent to a business park, town centre businesses, housing and a care home.

To mitigate flood risk, the developers commission drainage expertise to design a system to manage surface run off. This often results in the development of a system based on attenuation ponds. The development off Mallards Drive will utilise this system, filtering into Framfield Road stream – a key tributary of the River Uck.

A recent consultation website was set up by developers seeking to explore ideas for the site known as Bird in Eye South (incorporating Bird in Eye Farm), just off the B2102. The initial proposals for this site seek to develop up to 290 homes and intend to utilise a similar attenuation pond drainage system, which would also filter water off into the Framfield stream.

The development off Mallard Drive was predicted to release water from the attenuation ponds at a rate of 57.7 litres per second into the stream and if both developments were to go ahead, we could see upwards of 115 litres per second if not more. This would be before we take into consideration the effects of surface water and the reduction in vegetation that absorbs water in times of heavy rain.

This is also not without the impact that other proposed developments in the south of the town would have on the Ridgewood stream, which is another key tributary of the River Uck.

Throughout the winter of 2019/20, Uckfield experienced three incidents with regard to flooding, with three very near misses from the River Uck into the High Street, but on each occasion Mill Lane was flooded. In particular, 5 March 2020 saw localised flooding in the Uckfield South area. This resulted in the River Uck reaching its peak at 8:30pm. The flooding impacted businesses in The Roller Mill and also came dangerously close to flooding out Millington Court. Local flood defences stopped the flood being any worse for the town, protecting businesses in the southern end of the High Street and local properties.

Several indicators in the latest State of the UK Climate report show that the UK's climate is becoming wetter. For example the highest rainfall totals over a five day period are 4% higher during the most recent decade (2008-2017) compared to 1961-1990. Furthermore, the amount of rain from extremely wet days has increased by 17% when comparing the same time periods. In addition, there is a slight increase in the longest sequence of consecutive wet days for the UK.

The impact of climate change and concern with regard to flood risk has increased year on year. The town's flood defence was designed before the future growth that the town is anticipating, which has potential to further increase surface water run-off. The recent storms have also highlighted the risks involved, with areas such as Crowborough, Cross in Hand/Blackboys and Mayfield struggling wk beg 19 July. It was reported in the media on 26 July that the rain fall experienced in London and parts of the South East on 25 July was the equivalent of one month's rainfall in 24 hours.

Uckfield's Flood plan Version 5 was designed in 2016 without these anticipated developments taken into consideration. It is also detailed within the front pages of the plan, that a review should be timetabled for 2019.

This council notes that:

Due to anticipated growth within the town, with large scale sites being proposed for development, the effects of flooding in the UK and Uckfield's history of flooding, it would be prudent to review our flood mitigation measures and current flood defence system. This would enable the cumulative impact of these developments to be considered in more detail.

We as a Town Council have to take the safety and livelihoods of our community very seriously and we fear without a flood review and upgrade of our defence, our town and its businesses could be placed at risk as a result of future growth.

We believe it is both a moral duty and a legal duty of the relevant agencies – such as Environment Agency, East Sussex County Council, Wealden District Council and relevant emergency services to come back together and review current mitigation measures. We as a Council would like to see all recommendations implemented before building takes place. We believe failing to do so could result in some of the relevant authorities being liable for damage to businesses and residential properties; be that physical damage or commercial.

Motion

- (i) For this motion to be shared with the Environment Agency, East Sussex CC, and Wealden DC for their attention;
- (ii) Call for a full review of Uckfield's Flood Plan (2016- v5) taking into consideration all sites with either initial proposals for development or granted planning permission on the periphery of Uckfield;
- (iii) Request that this review be carried out before construction starts on developments in Uckfield South.

12.0 TO NOTE THE MAYOR'S ENGAGEMENTS

Town Mayor, Councillor J. Love commented that she loved meeting everyone on her visits. Members subsequently noted the engagements listed.

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

Four deed of grants had been received:

Marie K. Dellar

Linda M. Redford

Emma Carmichael

Mrs Sarah Hogan (amendment to details from first deed signed on 21 June)

FC.39.08.21 It was **RESOLVED** for three councillors to sign the above deeds of grant.

14.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED

None received.

15.0 TOWN CLERK'S ANNOUNCEMENTS

The only item the Town Clerk wished to raise was that office staff were looking for more councillors to be set up on the Town Council's online banking to be able to authorise supplier BACs payments. At present the same two to three councillors were doing these. For audit purposes it would also be sensible for there to be variety, so if councillors were Uckfield based during the day, and had some time to spare, could they please contact the Finance Officer.

16.0 CHAIRMAN'S ANNOUNCEMENTS

The Town Mayor, Councillor J. Love wanted to thank everyone involved in the organisation of the latest set of events such as the Uckfield Festival weekend and Blues & Roots Festival. Thank you to everyone who had worked hard to put these events on in difficult circumstances.

The meeting closed at 19:48pm.

UCKFIELD TOWN COUNCIL

ACTION LIST – FOR INFORMATION ONLY

FULL COUNCIL

Resolution No.	Details	Date Raised	Action By	Date Complete
<p><u>FC.105.02.17</u></p> <p><u>FC.95.01.20</u></p>	<p><u>14.0 To sign and seal the byelaws for Hempstead Meadows Local Nature Reserve and West Park Local Nature Reserve</u> Members RESOLVED to sign and seal the byelaws for Hempstead Meadows and West Park Local Nature Reserves.</p> <p><u>18.0 To sign and seal the Town Council's byelaws for Hempstead Meadows Local Nature Reserve and West Park Local Nature Reserve</u> Members RESOLVED to:</p> <p>(i) authorise the affixing of the common seal to the byelaws for both Hempstead Meadows Local Nature Reserve and West Park Local Nature Reserve and signing by two named councilors, and;</p> <p>(ii) authorise the Town Clerk for Uckfield Town Council to carry out the necessary procedures and apply to the Secretary of State for confirmation.</p>	<p>20.02.17</p> <p>20.01.20</p>	<p>HG</p>	<p>The Council will be advertising its intention to apply for confirmation once covid restrictions have eased. The byelaws must then be held for at least one month at the offices for inspection by the public, before any representations are reported back as part of the package of information, to DEFRA.</p>
<p><u>FC115.04.19</u></p>	<p><u>9.0 To consider a motion submitted by Councillor Donna French</u> It was RESOLVED to support the motion put forward, and; “reinvestigate the possibility of part funding a traffic warden; entering into a discussion with Hailsham, Crowborough and Polegate, with a view to joint funding a shared traffic warden, employed via Sussex Police.”</p>	<p>08.04.19</p>	<p>HG</p>	<p>This matter has been raised with the Wealden Inspector of Sussex Police. It is understood that Sussex Police and Wealden DC were due to hold discussions once again. UTC will await the outcome of these.</p>

<u>Resolution No.</u>	<u>Details</u>	<u>Date Raised</u>	<u>Action By</u>	<u>Date Complete</u>
<u>FC32.06.19</u> <u>FC46.08.19</u>	<u>13.0 To consider a motion from Councillor Spike Mayhew</u> Members unanimously RESOLVED to (i) ask the Town Clerk to look into civil orders such as Public Space Protection Orders, and; (ii) for the Town Council to reconsider the role of a Community Warden <u>13.0 To report back to Full Council on Public Space Protection Orders</u> Members RESOLVED to ask the Town Clerk to arrange a meeting with Sussex Police and Wealden District Council.	24.06.19/ 05.08.19	HG	Members considered research into Public Space Protection Orders at the meeting on 9 th December 2019. It was agreed to defer this item until further work had been undertaken on reporting and the new PCSO's had started.
<u>FC57.09.19</u>	<u>10.0 To consider a motion from Councillor Ben Cox</u> With eleven members voting in favour, and one abstaining, it was RESOLVED to accept the report from Councillor Ben Cox in relation to youth food poverty, and take up the recommendations outlined in the above motion, with a caveat that the investigations undertaken at this stage would be at no cost to the Town Council.	16.09.19	HG/ BC	Since this motion was put forward, the Community Fridge initiative has set itself up as a CIC. Further research is however required into food poverty.
<u>FC.30.09.20</u>	<u>12.0 To review a report by Councillor A. Smith on the need for affordable homes in Uckfield</u> After a detailed discussion, it was RESOLVED to request that the Town Clerk write to the Housing Minister Rt Hon Robert Jenrick with a copy of this report and advise Wealden DC's planning department of these discussions along with neighbouring parish councils.	14.09.20	HG	A letter is being drafted and will be circulated to members for approval before sending.
<u>FC18.05.21</u>	<u>13.0 To consider ideas for the future use of the traditional red telephone box</u> Members RESOLVED to pursue a collaboration with Harlands Primary School to restore and relocate the traditional red telephone box to Harlands Playing field, with hybrid use of a community children's library and defibrillator. Members also wished for the developers (Persimmon Homes) to be contacted to see if the oak from the oak tree that had recently been felled at the entrance to the site, could be used to create the bench adjacent to the telephone box.	21.06.21	MF/HG	Work is underway to understand the best location with the school to the nearest power supply (for the defib) and to engage with East Sussex Highways regarding the license to install/excavate on their land.

<u>Resolution No.</u>	<u>Details</u>	Date Raised	Action By	Date Complete
<u>FC.37.08.21</u>	10.0 To consider a draft letter to be sent to Quickborn, Germany in response to the recent flooding Members RESOLVED to approve the draft letter to be sent to the Town Mayor of Quickborn	02.08.21	HG	The letter has been sent directly to the Town Mayor of Quickborn, via email. NFA.
<u>FC.38.08.21</u>	11.0 To consider a motion from Councillor B. Cox Members RESOLVED to proceed with the motion including the proposed amendment, adding in the Environment Agency as a key player and agency who should also be approached. The motion was therefore agreed as follows: Motion (i) For this motion to be shared with the Environment Agency, East Sussex CC, and Wealden DC for their attention; (ii) Call for a full review of Uckfield's Flood Plan (2016- v5) taking into consideration all sites with either initial proposals for development or granted planning permission on the periphery of Uckfield; (iii) Request that this review be carried out before construction starts on developments in Uckfield South.	02.08.21	HG	The motion has been shared with the relevant agencies. NFA.

Meeting of the Full Council

Monday 13 September 2021

Agenda Item 7.0 (iii)

TO RECEIVE REPORTS FROM OUTSIDE BODIES: GATWICK AIRPORT CONSULTATION GROUP

Uckfield Town Council has recently been contacted by Gatwick Airport to advise that Uckfield Library will be holding the documentation for their consultation which commences on Thursday 9 September 2021 and closes on Wednesday 1 December 2021. The consultation is focused on the Gatwick Northern Runway. Gatwick Airport will apply to the Secretary of State under the Planning Act for development consent to build and operate a Northern Runway Project. The Planning Inspectorate will be responsible for processing this application on behalf of the Secretary of State. The land subject to development consent extends to approximately 820 hectares, of which approximately 747 hectares is within Gatwick Airport's ownership.

As part of this process, Gatwick Airport are required to commence consultation on their proposals which includes preliminary environmental information and to consult local communities and stakeholders on their views. All consultation feedback will be reviewed and proposals will be finalised in 2022 for their submission to the Planning Inspectorate. There is then a 28 day period in which the Inspectorate has to determine if the application meets their required standards for examination, before the pre examination period and examination period begin. It is envisaged that if all stages of the process are followed to time, that the decision will be expected in 2024.

The Northern Runway Project proposes to make alterations to the existing northern runway, which along with lifting the current restrictions would enable dual runway operations; allowing all arrivals to continue to use the existing main runway, shared departures between the existing main runway and the northern runway and controlled dependency between the two runways to enable safe crossing of the northern runway by arrivals.

In Uckfield Library from Thursday 9 September 2021, the following documents will be available:

1x Preliminary Environmental Information Report

(This is a large document that comprises two of the boxes. It is split into Volume 1 (Text), Volume 2 (Figures), Volume 3 (Appendices) and a Non-Technical Summary across several binders.) These will be available on request only.)

- 1x Consultation Overview Document
- 100x Consultation Summary Document
- 1x Statement of Community Consultation
- 100x Consultation questionnaires
- 1x Economic Impact Assessment
- 1x Noise Insulation Scheme
- 1x Outline Employment, Skills and Business Strategy
- 1x Land Use and Construction Phasing Plans

There will also be a consultation event on Tuesday 12 October 2021 at the Uckfield Club from 6.00pm until 8.00pm.

Meeting of the Full Council

Monday 13 September 2021

Agenda Item 8.0 (ii)

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

Plans are now underway for the Uckfield Revival event on Saturday 2 October 2021, with invitations to local classic vehicle owners to come along, join the parade of vehicles from the south of the town, before parking up in Luxford Field.

The procession from the south of the town starts at 10.15am, and activities on Luxford field thereafter until early to mid-afternoon.

If vehicles are interested in taking part, please contact revival@uckfieldtc.gov.uk to enable us to record your details and keep you updated about the event.

There will also be space for automobilia/literature and autojumble stalls to display their wares on the day. If anyone is interested in having a pitch, please contact townclerk@uckfieldtc.gov.uk

The working group are meeting on 9 September to discuss the arrangements in finer detail. If members are able to help volunteer on the day itself please contact the Town Clerk.

Meeting of Full Council

Monday 13 September 2021

Agenda Item 9.0

TO FORMALLY CONSIDER OPTIONS TO INCREASE UTILISATION OF WEST PARK PAVILION

1.0 Background

- 1.1 Back in 2017/18, the Town Clerk was asked to arrange for a feasibility study to be undertaken of West Park Pavilion to consider whether the space could be reconfigured to improve the facilities available and increase usage of the Pavilion.
- 1.2 Income is low for the Pavilion and has been for some years. Other than use at weekends for the Grasshoppers, the pavilion is rarely used, despite being advertised as available for hire next to the recreation ground. The Town Council is also limited in the amount of grant funding it can attract to extend or improve the facility, as typically sports clubs or voluntary/charitable organisations would meet the eligibility criteria for grant funding over parish and town councils.
- 1.3 There has been a demand for community space in the town for a number of years and work has been underway to start exploring the options for the Pavilion. Still now, a number of organisations are looking for space within the town but their needs vary, in terms of location, size and the type of facilities available.
- 1.4 This report seeks to agree a way forward to increase utilisation of West Park Pavilion. Members of the council have now considered an information report (both in public domain and with additional commercially sensitive and financial information available under confidential business). The information has been presented to both General Purposes Committee on 23 August and Environment & Leisure Committee on 6th September 2021.
- 1.5 This report now requires members to take a decision, to inform officers how they wish to proceed.

2.0 Underutilisation

- 2.1 The Town Council's sports pavilions have been notably underutilised over the years and West Park Pavilion in particular, with the Grasshoppers being the main users of the pavilion as part of their seasonal pitch bookings. The income for the pavilion is very low; seasonal pitch fees include hire of the pavilion for sports clubs, so any income received is from ad hoc bookings. The total income received is detailed in a table over the page and shows the income for one off bookings or events during the past five years.

Account Ref	4710	Name	West Park Pavilion				
	Actuals 2021/22	Budgets	2020/21	2019/20	2018/19	2017/18	2016/17
Month 1	0.00	0.00	0.00	19.02	0.00	0.00	0.00
Month 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Month 3	0.00	0.00	0.00	0.00	19.02	18.75	18.30
Month 4	0.00	0.00	0.00	54.91	0.00	90.63	39.65
Month 5	0.00	0.00	0.00	0.00	41.21	0.00	6.10
Month 6	0.00	0.00	0.00	58.14	0.00	0.00	0.00
Month 7	0.00	0.00	0.00	12.92	0.00	0.00	0.00
Month 8	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Month 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Month 10	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Month 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Month 12	0.00	150.00	0.00	0.00	0.00	0.00	29.40
Totals	<u>0.00</u>	<u>150.00</u>	<u>0.00</u>	<u>144.99</u>	<u>60.23</u>	<u>109.38</u>	<u>93.45</u>

2.2 Members acknowledged that the income streams from the Pavilion were relatively low and any investment in the building would require some return on investment and confidence that the space would be used.

2.3 Current maintenance costs for the Pavilion are in the region of £2k per annum for utilities and then additional repairs can vary depending on the nature of the issue:

Costs	2020/21	2019/20	2018/19	2017/18	2016/17
Electricity	1273.39	1288.51	589.21	772.92	238.05 (includes a credit)
Water	314.79	346.44	353.94	355.19	504.65
Regular maintenance	809.45	1119.00	1979.61	2007.38	579.80
Repairs	526.63	2091.88	2216.89	1309.42	240.00
Total	2924.26	4845.83	5139.65	4444.91	1562.50

2.4 Due to changes in staffing in the past two years, and other more pressing priorities alongside the pandemic, this project has not been fully considered by members, but officers have been carrying out research and making the relevant enquiries to prepare this report.

3.0 Options for reconfiguration of the space

3.1 Officers have been tasked with looking into the potential for reconfiguring the space.

3.2 Local architects were commissioned back in 2018 to carry out a feasibility study of the space within the Pavilion. This work was completed and reported back to members of General Purposes Committee on 5 March 2018.

3.3 A number of plans were produced and shared with members, but one particular option was considered most effective in terms of enabling shared use of the pavilion space. The cost of such work was estimated by the architects to be in the region of £70,000.

3.4 The option considered most effective however would affect the official's changing room and partially remove some of the existing changing rooms. Although the changing rooms are currently under-utilised, the Town Council would need to

consider the future use of the pavilion for all, and ensure it maintained the relevant criteria set out by Sussex FA. The matter was left with the following resolution:

GP43.02.18 *With seven votes in favour and one abstaining, members **RESOLVED** to request the Town Clerk to explore this matter further - identifying potential interest in the Pavilion, their requirements, the development of a business plan and associated costings.*

3.5 Discussions continued in July 2018:

To review revised plans should the Council wish to reconfigure West Park Pavilion

Members reviewed the revised drawings which had been put together by local architects in response to potential suggestions to reconfigure the space within West Park Pavilion. The intention of any reconfiguration would be to provide two spaces within the one building which could be hired or leased out.

Members noted that this option was more favourable but requested that further details would be required before any decision could be taken. Information on costings and potential income streams would need to be analysed in more detail to understand if there would be a sufficient return on investment.

Members noted that the drawings at present, did not provide suitable changing and toilet facilities for all genders and noted that with an increasing interest in women's sport, it could be an opportunity to improve facilities within the Pavilion and be a leader in the local area for targeting women's sports.

One member also reminded the Committee that there were funding streams available to improve sports facilities and buildings from organisations such as Sports England. Separate facilities would be required and it could be through one of these grant funding schemes that the Town Council could seek funding towards improving the Pavilion, in addition to providing additional space for hire or lease.

GP12.07.18 *It was **RESOLVED** to note the revised plans and request the Town Clerk to proceed further with exploring this option, to specifically look into changing room and toilet provision, the requirements of the Football Association, potential funding opportunities and an understanding of what is required to support multi-use space.*

3.6 Discussions since that meeting have followed, to understand the Sussex FA's requirements in terms of changing room provision for sports clubs.

3.7 Members also requested that further information be obtained to understand the structural fabric of the building and if the walls could be removed to create a larger space. Structural surveyors advised the Estates & Facilities Manager in February 2020, that:

- *We confirm that the roof construction over the building comprised proprietary factory produced 'gang-nail' prefabricated timber trusses at approximately 600mm centres spanning from front to back possibly supported on an intermediate masonry internal wall running side to side between the multi-use space and the shower/changing areas. We therefore conclude that the masonry walls to the female showers and wc, officials room and kitchen are non-loadbearing and can be removed without any structural detrimental effect. It is possible that removing the walls could result in the loss of some unintentional support to the trusses which*

may result in some local ceiling deflections and consequential minor cracking. Any cracking would need filling and making good.

- As discussed the attic space would typically have a designed storage loading capacity of 25 kg per square meter and the storage should be typically limited to lightweight items with any file/paper storage limited in height to ensure this applied loading is not exceed.*
- If you are thinking of widening the existing window openings you should check whether planning permission is required. Perhaps the WaS architects who prepared the layout drawings could advise further? If the opening are being widened there would be a need for new lintels over the openings. We can advise further if required.*

4.0 Valuation of West Park Pavilion

4.1 Details are available of the most recent market valuation of the West Park Pavilion (taken 31 March 2019) in confidential business – agenda item 12.2 (appendix A).

5.0 Interest in the space

5.1 From a community space point of view, one of a number of organisations that have approached the Town Council for the use of space within the town and potential rental opportunities, is the Uckfield Model Railway Club. The Uckfield Model Railway Club currently reside in the old Hobby Box Shop in Framfield Road. It is fairly small and mainly a storage facility. They are looking for space adequate to maintain their layouts, along with storage and room for their meetings. Further details on their requirements and their financial position is available for members to view in confidential business (para. 6.0 agenda item 12.2).

5.2 From a sports and leisure point of view, local sports club Uckfield Grasshoppers have expressed an interest. Uckfield Grasshoppers currently use the Pitches at West Park and have use of the Pavilion every weekend throughout the football season with some adhoc bookings during the week. In this instance, the preferable option would be for the Club to take on a full repairing lease, to allow them to gain the relevant grant funding to improve the building and facilities. Further details on their requirements and their financial position is available for members to view in confidential business (para. 7.0 agenda item 12.2).

5.3 An alternative option which would help meet everyone's needs would be for the Town Council to find additional space within the town that the Town Council could rent out, for subletting to a range of community groups and organisations who are desperately in need of larger space in the centre of town.

6.0 Reconfiguring the space for community use

Information exempt – only available in Confidential Business (agenda item 12.2).

7.0 Leasing the Pavilion to a Sports Club

Information exempt – only available in Confidential Business (agenda item 12.2).

8.0 Estimated rent for the Pavilion

Information exempt – only available in Confidential Business (agenda item 12.2).

9.0 Options for consideration

9.1 Options available for the Town Council to consider:

Option	Description	Advantages	Disadvantages
Option 1	Spend up to £50k from earmarked reserves to reconfigure the building to lease out the reconfigured space to a local community or voluntary organisation	Building has a presence which would reduce vandalism. Supporting a local community group.	Large outlay for small return. A number of groups in the town are asking for community space. This would reduce the changing space/Referee space for sport provision.
Option 2	Lease the entire building on a full repairing lease to a Sports Club for an agreed rental figure per annum.	No outlay to UTC. Sports Club are more likely to attract grant funding to upgrade the building and increase sport facilities. Building is a sports facility.	Community Group would have to find alternative accommodation, which would pose possible loss to Town and possible loss of event income if they moved out of the area.
Option 3	Spend up to £50k from earmarked reserves on an extension to provide space for a local community or voluntary organisation with agreed annual rental income, as well as leasing the main body of the pavilion to a Sports Club.	Supporting both community use and sport provision.	Large outlay for small return, not financially justifiable. A number of groups in the Town require community space – need to consider option to support all.
Option 4	Do nothing. Remain as is.		

9.2 Feedback from the recent General Purposes Committee and Environment & Leisure Committee confirmed that plans needed to be put in place with West Park Pavilion being under-utilised now for a number of years. Discussions highlighted that the decision would be difficult as members genuinely wanted to help all those needing space. Although there was little feedback from General Purposes Committee in the public domain, members tended to discuss the financial aspects of the options and under confidential business. Environment & Leisure Committee tended to lean more towards Option 2, as a result of the Pavilion already being a sports facility.

10.0 Recommendation

10.1 Members are asked to consider the contents of the above report, and additional financial information provided under confidential business (agenda item 18.1).

Members are then asked to come to a decision on how they wish officers to proceed with the future use of West Park Pavilion.

Meeting of Full Council

Monday 13 September 2021

Agenda item 10.0

QUARTERLY PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES – 2021/22

1.0 Summary

- 1.1 This report provides a quarterly update on the Town Council's priorities for 2021/22 and the progress that had been made by the end of each quarter. This report provides a summary of progress to the end of June (end of quarter one).
- 1.2 The priorities identified for delivery in 2021/22 consist of initiatives which are often additional to the day to day responsibilities of the Town Council, but demonstrate by working together with colleagues and partner agencies, we can achieve a great deal for the town and its residents.
- 1.3 Organisations often spend time producing plans or lists of priorities, but do not review progress until the end of the year. With this paper, the Town Clerk provides an update to members to explain the progress being made to deliver these priorities.
- 1.4 It is critical to note that this has continued to be difficult period for the Town Council, with the impact of Covid-19 lockdowns on service provision and planned projects. And during July/August we also experienced a mix of sickness (not covid), staff on holiday absence as well as the impact of the pingdemic and additional personal circumstances affecting their availability, which led to fewer staff balancing larger workloads.

2.0 End of Quarter One 2021-22: Progress Update

- 2.1 Of the 10 priorities, one is complete, eight are making good progress and on schedule, and only one is behind schedule. This really is exceptional performance in a difficult couple of years. A very big thank you to a fantastic Town Council team for their hard work, dedication and perseverance to achieve these tasks.





3.0 Recommendations

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




Appendices: Appendix A: Year end 2021/22 Progress Report




Contact Officer: Holly Goring





Key:

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

APPENDIX A: End of Q1 - 2021/22 Progress Update

Priority	Status	Notes	Lead Committee	Lead Officer
1. COMMUNITY GRANTS We will award up to £47,000 of community grant funding to local groups and charitable organisations in 2021/22.		All first instalment payments or full payments for the smaller amounts were made in May/June to those due to receive funding. Second instalments will be issued in October 2021.	General Purposes Committee	Assistant Town Clerk & RFO
2. PUBLIC EVENTS IN THE TOWN We will work alongside the local business community and local community groups to deliver two free public events within the town; Weald on the Field and Uckfield Revival		<p>Weald on the Field went ahead a couple of weeks later than normally planned on 21 August 2021, due to concerns around covid restrictions in the planning stages, but the event was a great success! A great line up of live music was performed from the Airstream Stage from 12noon until 8pm and there was a great variety of street food, pop up bars, local produce, crafts and clothing. It was a really lovely day and great to see everyone enjoying themselves in the fresh air and open space.</p> <p>Uckfield Revival is planned to go ahead on 2 October. Due to limited resources within Town Council staff, we are seeking the assistance of Mike Skinner to assist with organisation of the event and vehicle enquiries.</p>	Full Council	Town Clerk
3. IMPROVEMENTS TO OPEN SPACES We will undertake repairs and improvements to a number of our open spaces including installing new signage, replacing play area surfacing, investigating drainage issues and upgrading a number of litter bins.		These matters are all in hand, with surfacing repairs due to take place in the autumn months along with investigation of drainage issues and signage.	Environment and Leisure Committee	Estates & Facilities Manager

Priority	Status	Notes	Lead Committee	Lead Officer
4. GRASS VERGE CUTTING We will continue to contribute to the costs of East Sussex County Council's grass verge cutting contract to retain a good standard of service and ensure visibility is maintained on pavements and highways.		Payment was made to East Sussex County Council for 2021/22 to maintain existing service standards and frequency of cuts to the town's grass verges, back in April 2021. <i>(Urban verges used to receive 5-6 cuts per annum but East Sussex County Council can now only afford to fund two. Rural verges receive two cuts per annum).</i>	Environment and Leisure Committee	Town Clerk
5. CLIMATE CHANGE We will investigate ways in which we can reduce our impact on climate change by reviewing our contracts, buildings and equipment, managing our land for nature and minimising waste: - look to replace one grounds vehicle; - reviewing energy saving measures; -tree for a tree planting scheme		Work continues with the 'tree for a tree' planting scheme but in terms of the Town Council's buildings and equipment, the Estates & Facilities Manager commissioned a carbon footprint audit to be carried out which has provided an excellent base upon which the Town Council can assess where it is having most impact, and what steps the council needs to take to reduce our carbon emissions. The Climate Change Working Group have been working hard to establish and research key areas for the Town Council to focus its attention, and has also set up a Green Partnership for the town; bringing together key agencies to understand where we can share best practice and work together to deliver a greener town, and a number of associated initiatives.	Environment and Leisure Committee	Estates & Facilities Manager
6. NEW FINANCE We will look to change from our existing cheque payment method, by two signatories to a dual authorisation BACS payment model and digitalise our purchase order and invoicing procedures.		The banking system has been set up for members of Finance-Sub Committee to assist the Responsible Financial Officer with authorisation of BACs payments. The first supplier payments were issued via BACs instead of cheque in February 2021 and have continued as planned with a number of councillors now set up to authorise payments. With a lower supply now of invoice and purchase order paper, this will make the push to reduce paper and change these processes.	Finance Sub-Committee	Assistant Town Clerk & RFO

Priority	Status	Notes	Lead Committee	Lead Officer
7. NEW BOOKING SYSTEM We will look to install a new booking system for the internal management of booking enquiries for the Town Council's rooms and open spaces		This has been placed on hold whilst staff resources get back up to speed.	General Purposes Committee	Town Clerk/ Assistant Town Clerk & RFO
8. ROAD SAFETY We will work with partner organisations such as Sussex Police and East Sussex Highways to re-establish community speedwatch initiative(s) in the town and explore the installation of a speed reduction device.		The Community Speedwatch scheme has been re-established with existing volunteers undertaking refresher training and three new volunteers undertaking the full training with Sussex Police and onsite device training. We still have another three to four volunteers interested in joining, so training will be arranged shortly. A new mobile handset for the community speedwatch team to use was purchased with the funding available. Further work is now required to bring the 'speed reduction device' back to Environment & Leisure Committee and agree a way forward.	Environment and Leisure Committee	Town Clerk
9. TOWN COUNCIL'S BUILDINGS We will review our older buildings and investigate how they could be better utilised to meet the needs of hirers, and local community groups.		A number of repairs and maintenance works have been undertaken to our buildings already including Foresters Hall in particular, and the completion of the Civic Centre Atrium works. Work is progressing well towards delivery of the Town Council's annual maintenance programme. And longer-term discussions have commenced with regard to West Park Pavilion and increasing utilisation of this building.	General Purposes Committee	Estates & Facilities Manager
10. NEIGHBOURHOOD PLAN We will support the Neighbourhood Plan Steering Group to prepare a draft Uckfield Neighbourhood Plan for submission to the local Planning authority.		Detailed work is currently underway to review all documentation to bring it up to date, ensure it includes the latest evidence and have it ready to inform the overarching draft Neighbourhood Plan documents.	Full Council	Town Clerk

Meeting of the Full Council

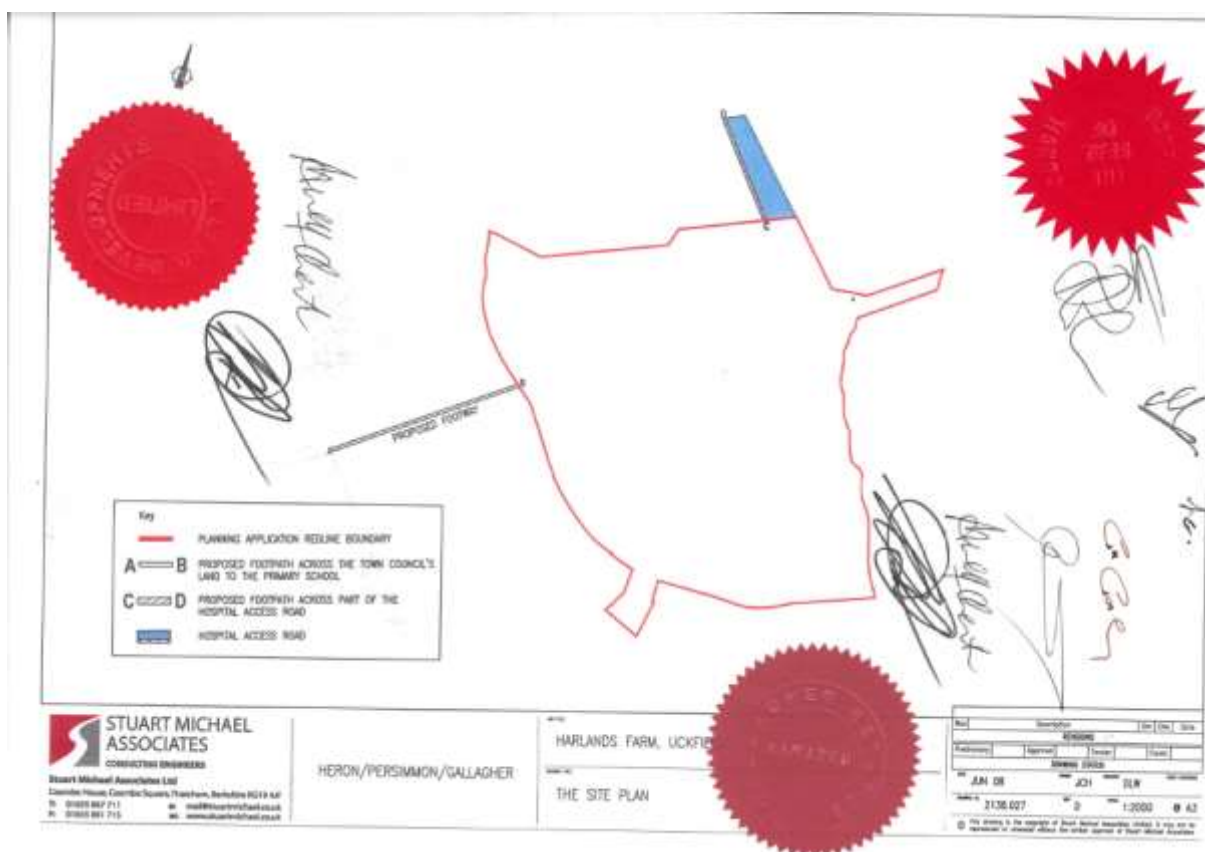
Monday 13 September 2021

Agenda Item 11.0

TO CONSIDER THE PROPOSED WAY FORWARD AND PREPARATION OF THE DEDICATION AGREEMENTS FOR THE NEW FOOTWAY LINKS TO THE “LAND OFF MALLARD DRIVE” DEVELOPMENT

1.0 Footway link across Harlands Playing fields

- 1.1 As members will be aware Persimmon Homes have permission to build a housing development of 119 homes on land off Mallard Drive, which sits adjacent to Town Council owned Harlands Playing fields.
- 1.2 Back in 2008, a licence agreement was signed between the relevant parties including landowner Uckfield Town Council for a footpath to be created by the developers across the northern section of Harlands Playing fields to create linkages between existing footpaths.



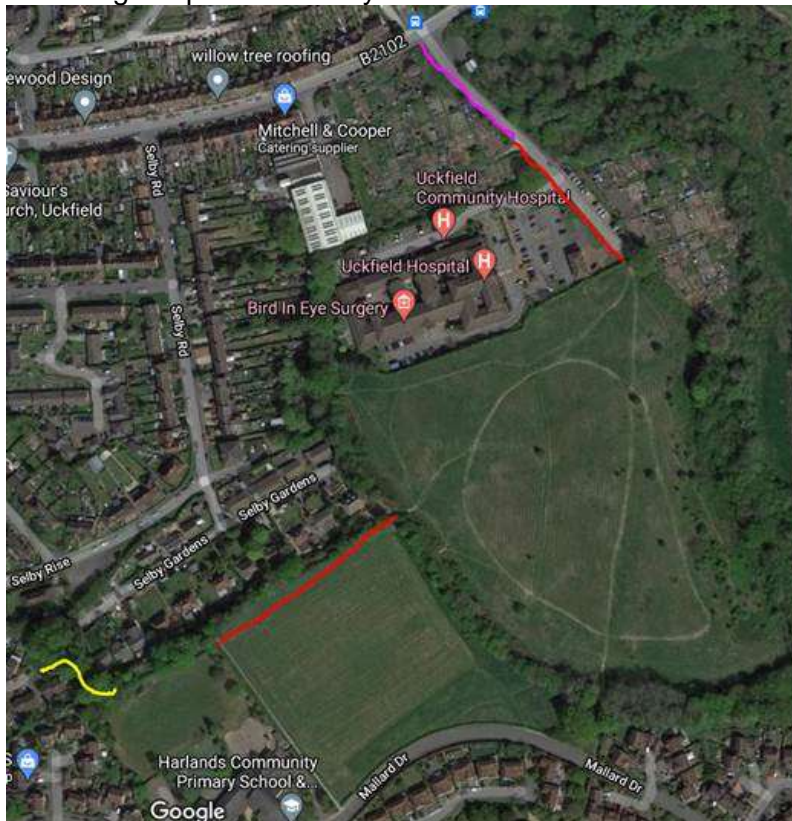
- 1.3 Persimmon Homes have liaised with the Town Council's Estates & Facilities Manager and met onsite to discuss the logistics of constructing the path across the top of the Town Council's land. This footpath is due to be built to ESSC standards, and the plan is for the footpath to be adopted by East Sussex County Council. Persimmon are now liaising in detail with ESSC to prepare the relevant paperwork and agree a way forward for handling both the construction of the access point onto the site, and two footway links (across Harlands Playing fields and to the Hospital approach road).
- 1.4 As part of the correspondence with ESSC, Persimmon Homes are required to enter into a Section 38 agreement. As landowner, Uckfield Town Council is required to be party to the agreement. It was suggested by ESSC that the footpath be built to ESSC

adoptable standards and then for the Town Council to dedicate the land to ESCC under a separate dedication agreement.

- 1.5 Uckfield Town Council sought legal advice and responded by advising:
“From our perspective, and that of our solicitor, either method is acceptable with a slight preference for an agreement to allow Persimmon to enter the land, and then construct the footpath with a separate dedication agreement.”

2.0 Footway link between the development and Framfield Road

- 2.1 The yellow section of footpath below owned by Wealden DC already connects to the existing footpath owned by ESCC which Persimmon will connect to.



- 2.2 The new “western” footpath above in red across Harlands Playing Fields would connect to the existing ESCC footpath, just mentioned above, between the yellow and red lines.
- 2.3 They are also proposing to build the new “northern” footpath in red. Persimmon are offering this up for adoption also to ESCC under their S106.
- 2.4 ESCC have asked if Uckfield Town Council would like to offer their existing footpath in purple between Framfield Road and the hospital car park up for adoption by ESCC at the same time, this would then mean the full length of path from the development site and Framfield Road/Bird in Eye Hill would be adopted.

3.0 Recommendations

- 3.1 Members are asked to:
- (i) note the proposed legal process being taken with regards to the footway link across Uckfield Town Council land at Harlands Playing fields, and;
 - (ii) confirm if they wish the footway link between Framfield Road and Hospital approach to be placed up for adoption by ESCC.

Contact Officers: Holly Goring

Meeting of the Full Council

Monday 13 September 2021

Agenda Item 12.0

TO CONSIDER A RESPONSE TO THE ESCC BUS SERVICE IMPROVEMENT SURVEY

1.0 Background

- 1.1 East Sussex County Council are currently seeking comments on a proposed Bus Service Improvement Plan which is being developed in collaboration with bus operators in the county.
- 1.2 ESCC have commenced work on this plan, in line with the UK Government's recent publication 'National Bus Strategy – Bus Back Better' which sets a requirement for all local transport authorities in England to work with operators to come up with achievable plans to improve existing services and encourage greater use.
- 1.3 The UK Government have pledged up to £3billion in funding across the country to help deliver these plans. Members will be aware that a survey has already been circulated during August for the public to respond to individually. We have encouraged staff to respond to this.
- 1.4 We are now being asked for our feedback as an organisation.
- 1.5 More information is available on the ESCC Consultation Hub webpage <https://consultation.eastsussex.gov.uk/economy-transport-environment/bsiporganisations/>
- 1.6 They are particularly keen to hear of our suggestions for improvements or current gaps in services. A copy of the consultation is available in appendix A. Uckfield Town Council has until 14 September 2021 to respond.

2.0 Recommendations

- 2.1 Members are asked to consider whether they wish to respond to the consultation as an organisation.

Contact Officers: Holly Goring

Bus Service Improvement Plan Survey - Businesses & Organisations

Overview

East Sussex County Council is developing a Bus Services Improvement Plan in collaboration with the county's bus operators.

This is in line with the Government's recently published National Bus Strategy - Bus Back Better, which requires all English local transport authorities to work with operators to come up with achievable plans for improving their local services and encouraging more people to use them. Central Government has pledged £3 billion in funding across the country to help deliver these plans. We would like to secure a fair share of this funding to improve bus travel across East Sussex.

As an important part of the Bus Service Improvement Plan, we want to hear from businesses and organisations who have an interest in bus services.

Please respond as soon as possible. Responses will help in the first Bus Service Improvement Plan.

Please note that the responses you provide will only be used for the purpose of shaping the content of Bus Service Improvement Plans.

Why we are consulting

How to take part in this consultation

The consultation runs for four weeks from **Tuesday 17 August to Tuesday 14 September 2020**.

We will do all we can to make it as easy as possible for everyone to have their say.

There are a number of ways you can give us your views:

- By completing this online survey
- By printing a copy of the survey at the bottom of this page

If you have any questions about this consultation, need help to take part, or need a copy of the information in a different format or another language, please contact us by email at publictransport.pts@eastsussex.gov.uk or by phone 0345 608 0194 (Press 1).

Privacy

Please make sure that any comments you submit don't include any names or personal details. For more information about how the data will be stored and processed by East Sussex County Council, please contact the consultation team.

Read the full privacy notice here: <https://www.eastsussex.gov.uk/privacy/consultation-hub/>.
<<https://www.eastsussex.gov.uk/privacy/consultation-hub/>>

Bus Improvements

1 What improvements (if any) to bus travel would you MOST like to see introduced in East Sussex?

Choose up to 10, where 1 is of highest importance..

Please select only one item

☐ None

[illegible]

1 2 3 4 5 6 7 8 9 10

Better waiting facilities
with improved
accessibility, such as
raised kerbs with better
wheelchair access

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Ease of payment e.g.
Contactless payment
with fare capping

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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More integrated and
innovative services such
as flexible, bookable
services that offer
journeys to wider areas
and a range of
destinations

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Lower fares

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Simple common tickets
available for use on all
services, irrespective of
the operator

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Other, please state below

Please select only one item

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Please enter other improvements here

Improvements to Bus Services

2 Please let us know of any suggestions for improvements to an existing bus service, new bus services or any other specific suggestions on bus services.

Please tell us below your suggestion and reason.

e.g. we need a service on Sundays for shopping.

We would like a later service from location to location etc

Remember to include location details.

You can enter multiple suggestions in your response.

General Suggestion for Improvements

3 Do you have any general comments or suggestions on how bus use could be improved?

This could be on anything from ticketing & fares to bus stop facilities..

Please tell us below your suggestion and reason..

Remember to include location details if they suggestion is location specific. You can enter multiple suggestions in your response. .

About your organisation or business

4 Please provide the name of your business or organisation below?

Meeting of the Full Council

Monday 13 September 2021

Agenda Item 13.0

TO NOTE THE MAYOR'S ENGAGEMENTS

1.0 Summary

- 1.1 The report sets out the engagements of the Town Mayor and Deputy Mayor.
- 1.2 Please note that the Mayor, Councillor J. Love and Deputy Mayor, Councillor D. French were elected on 24 May 2021.

TO NOTE THE MAYOR'S ENGAGEMENTS

04 August 2021	Community Lunch with Father John.
15 August 2021	Opening of Uckfield Lions Fete/Fun Day. Luxford Field.
21 August 2021	Opening and in attendance. Weald on the Field, Luxford Field.
28 August 2021	Lighting of the Beacon. Victoria Pleasure Ground, Uckfield.
29 August 2021	In attendance MacMillan Charity Event. Cinque Ports Club, Uckfield.
4 September 2021	In attendance Uckfield Bonfire & Carnival.

TO NOTE THE DEPUTY MAYOR'S ENGAGEMENTS

15 August 2021	Opening of Uckfield Lions Fete/Fun Day Luxford Field
21 August 2021	In attendance. Weald on the Field, Luxford Field
28 August 2021	Lighting of the Beacon. Victoria Pleasure Ground, Uckfield
29 August 2021	Attend MacMillan Charity Event. Cinque Ports Club, Uckfield
4 September 2021	In attendance Uckfield Bonfire & Carnival