



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

Meeting of the **Environment and Leisure Committee** to be held on
Monday 4 April 2022 at 7.00pm
in the Council Chambers, 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 21 February 2022 (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 (end of February 2022) (Attached)

6.0. ADMINISTRATION

- 6.1 To consider revised Litter policy – Policy No. 78 (Attached)
- 6.2 To consider additional street lighting repairs (to follow)
- 6.3 To note the minutes of the Strengthening Local Relationships Liaison Meeting of 22 February 2022 (Attached)
- 6.4 To update members on the feedback received from residents in Mount Pleasant re: streetlighting (Attached)

7.0. ENVIRONMENT

- 7.1. To note the current position of the Town Council's Estates (Attached)
- 7.2. To consider wild meadow planting over previously mowed area (Attached)

- 7.3. To consider signage for ducks crossing – Mallard Pond (Attached)
- 7.4. To consider requesting for dogs to be put on leads during bird nesting season in the Town Council's ancient woodlands, and West Park Local Nature Reserve (Attached)
- 7.5. To review the Woodland Trust's Lake Wood Management Plan for 2021-26 (Attached)

8.0. LEISURE

- 8.1. To note revised structure of Allotment fees and charges from 1 April 2023 (Attached)
- 9.2. To receive an update on the 2022 Allotment Competition (to follow)

9.0. REPORTS FROM WORKING GROUPS

None received.

10.0. REPORTS FROM COUNCIL REPRESENTATIVES ON OUTSIDE ORGANISATIONS

- 10.1. Active Uckfield
- 10.2. Age Concern (Attached)
- 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

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
29 March 2022

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Environment and Leisure Committee** held on
Monday 21 February 2022 at 7.00pm
in the Weald Hall, Civic Centre

PRESENT:

Cllr. S. Mayhew (Chairman)
Cllr. D. Bennett
Cllr. J. Edwards

Cllr. J. Beesley
Cllr. B. Cox
Cllr. D. French

IN ATTENDANCE:

One member of the press (recorded meeting)
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

None received.

3.0. APOLOGIES FOR ABSENCE

Apologies for absence were received in advance from Cllr. K. Bedwell and Cllr. A. Smith.

4.0. MINUTES

4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 10 January 2022

EL.56.02.22 It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 10 January 2022 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:

EL.03.06.20 – The Town Council had been offered a gingko tree from a resident who knew Councillor C. Macve; an 8-foot tall non-native tree
The gingko tree has now been planted. No further action.

EL.49.05.21 – To consider an allotment demand and understanding the legislation if there is demand

The outcomes of the working group's more recent work were reported to E&L Committee on 10 January 2022. Any further issues would be raised at the next working group meeting. No further action.

EL.27.09.21 – To consider resident parking on council land on West Park Local Nature Reserve (WPLNR)

A hedge border was re-instated on the part of council land adjoining the nature reserve. No further action.

EL.38.10.21 – To consider costs for moving the traditional red telephone box

The red telephone box was transferred to a site just outside of Harlands Primary School and restoration works would be completed by the school. No further action.

Cllr. Bennett commented on item EL11.07.20 - to consider installing electric charging points at the buildings. He had been involved with investigations with Mer Electric Car Funding and may be able to provide some useful information regarding their arrangements - whereby they could install however many charging points gratis and the Town Council would receive a percentage of the tariff that comes from this (further details to follow).

Cllr. Beesley asked for an update in relation to item EL18.09.20 – to consider sharing boxes idea from a local resident. The Senior Administrative Officer would ask for an update from the Uckfield & District Lions Club.

4.3. Project Monitoring List – For information only

Members noted the report and agreed to remove the following item:

FC.64.01.21 – Tree planting programme

Trees were ordered for the planting season during Winter 2021/22. No further action. However, Cllr. Bennett asked if this could be something that could be tied in with the Green Canopy idea for the Platinum Jubilee. The Estates and Facilities Manager agreed, advising that this idea could be implemented using some of the trees already purchased.

5.0. FINANCE

5.1. To note bills paid

Members noted the report.

5.2. To note the Income and Expenditure report (provisional to end of January 2022)

Members noted the report – no comments.

6.0. ADMINISTRATION

Nothing to report at this time.

7.0 ENVIRONMENT

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

Members noted the report.

7.2 To consider hedge laying in Luxford Field – Winter 2022

The Estates and Facilities Manager provided an amendment to item 3.1 of the report, updating the amount left in the budget to £1,743, not £898 as previously stated.

A member asked whether this proposal would be funded from the earmarked reserves allocated for allotment fencing. The Estates and Facilities Manager confirmed that it was and said that switching fencing for hedgerows was part of the Town Council's climate change initiative as the council was trying to steer away from fencing per se and help the environment and its future maintainence.

Members considered this proposal to be a fabulous idea and welcomed this. Luxford Fields was regarded as a place where people gravitated to and was the site of major town events.

However, there were some initial concerns. One member reminded the committee that an area on Ridgewood Recreation was opened up to prevent anti-social behaviour and suggested that it might be a good idea to leave the top section of Luxford field exposed, to give the Police more of a chance to see into the field from the car park.

Members agreed that as long as layerage of the new hedgerows was regulated in height to no more than four or five feet and that this was well maintained, visibility would not be an issue. It was also felt that it would be more appealing to have this top part of the field bordered too, as a barrier to the car park.

Another concern was the potential damage that might be caused to newly planted hedgerows, that may not survive, particularly on the eastern side of the field, if people climbed over them, to get to Luxford Field.

The Estates and Facilities Manager added that the fencing on the east side was falling apart and that there was currently no border on the school side of the field either. He stated that this proposal would provide a proper boundary for Luxford Field, and would address the concerns raised.

The report stated that it would be cheaper to purchase the bushes now and involve the Grounds staff in the planting instead of waiting until the next financial year.

One member asked if it was worth replacing one section at a time and to consider fixing the eastern side of the field first as it looked unsightly and potentially dangerous. However, another member agreed with the proposal to do the whole lot in one go as this would be a good way of utilising the budget instead of waiting until next year. They further stated that where funds may be required elsewhere, this could be arranged in an emergency. The proposal was seconded and it was further proposed to claim any retention from next years' budget. The Town Clerk advised that this would form part of the Town Council's annual carry forwards.

The planting would be carried out by both Groundstaff and the Town Council Ranger. Fifty percent of the proposed hedgerows would be hawthorn as this type was thorny and would prevent people from climbing over. This would also support mitigation of climate change and, through maintainance of a low level border, would help with the birds nesting season.

EL.57.02.22 Members noted the report and **RESOLVED** to:

- (i) agree to proposals to plant hedges on the border of Luxford Field in its entirety, and;
- (ii) to plant the hedges now and replace any retention of funds out of next years' budget.

7.3 Proposals for tree planting and the natural regeneration of Boothland Wood
EL.58.02.22 Members noted the report and **RESOLVED** to:
(i) agree for the works to go ahead in line with the recommendations of the Ranger's report.

8.0 SPORTS AND LEISURE

8.1 To consider a proposal by the Uckfield & District Lions Club for benches on Luxford Field

The Chairman asked members to note that concrete bases would be required for the benches and were expensive (the base for the memorial bench cost £500), so members needed to factor this in during their discussions.

Members understood the need for the concrete bases for residents to put their feet on and for the benches to remain in place for security reasons and voted that they would be happy to proceed with this vision but were conscious of this additional cost element. More clarity was required from the Uckfield & District Lions in this regard.

Councillor. French said that it was lovely to be offered more benches on this field and proposed that members agreed to go ahead with this subject to finding out more about funding for the bases from the Lions.

She also suggested keeping the wooden bench that was already in situ, installing one new bench near the play park (on the school side) and one at the top of the field a bit further along from the new memorial bench.

Councillor. Mayhew seconded this proposal but to reach out to the Uckfield & District Lions first before members decided on costs and positioning.

The Estates and Facilities Manager was also conscious of how long it had taken to get a licence for the memorial bench on London Road and suggested possibly getting a cheaper price for bases.

EL.59.02.22 Members noted the report and **RESOLVED** to:
(i) agree to the kind offer from the Lions for two new benches on Luxford Fields subject to finding out more about the costs (of bases) and to agree locations for positioning on the field.

(Cllr B. Cox arrived at 19:10pm)

8.2 To consider costs to repair cricket nets at Victoria Pleasure Ground

The Chairman highlighted that if members were to embark on any offer of part costs to outdoor activities, and equipment was subsequently damaged, they would be setting a precedent against claims from other hirers, especially whilst some equipment was not being stored properly.

Members agreed that Uckfield Town Council should not be covering the cost and discussed the community grants programme which would be more appropriate.

Councillor. Cox pointed out that the grants scheme for this term was currently going through its final phase, but that they could be put in the direction of other funding opportunities or Wealden perhaps.

Councillor. Edwards added that they could reach out to developers and said that it was a shame that they had not applied this year considering the amount asked for versus the amount allocated in the grants.

It was acknowledged however that this application period had since passed and the cricket team were not made aware of this.

Councillor. Bennett mentioned that there were other grant opportunities from grass roots sports out there and that these small amounts were effectively right and accessible for small grants funding.

The Town Clerk pointed out that the Town Council could run a second programme of community grant funding if there was a suitable amount remaining, which would effectively open up the process to everyone.

A member also highlighted that although this was not a decision this committee could make, it could be referred to the next Finance-Sub committee.

EL.60.02.22 Members noted the report and **RESOLVED** to:

- (i) agree that there was no funding available to meet the request to contribute towards repairs to the cricket nets at Victoria Pleasure Ground, and to;
- (ii) sign post them to suitable funding streams.

- 8.3 To consider fencing along the north end of Harlands Farm Playing Field
Members noted that this was a potentially hazardous part of the field, especially since there was also a walkway there and some had footsteps down to their gardens, yet some did not.

Councillor Cox remarked that there would be nothing worse than a small child trying to retrieve a ball and potentially falling down this area.

On the reverse side of that however, another member pointed out that if we did put a fence up and they kicked the ball over and tried to climb over to get it, this would be more dangerous. One thing the Town Council were trying not to do was to put fencing in.

It was reported that one resident had been concerned about this issue along with other houses being built in this area.

Although this banking has been there for many years, one suggestion was to go back to the Newtown Action group and ask for their views and support.

Councillor. Beesley suggested putting up a warning sign rather than fencing and highlighted the recent issues with broken fences around town caused by the recent storms.

The Estates and Facilities Manager also pointed out that the Town Council would need to speak to residents about this as this also concerned access from their gardens. There were a number of issues associated with this if fencing was installed in that it could block residents' access, or block access for new developers. Additionally, a fence along here would cost roughly in the region of £3,500 and the Groundstaff would have to remove any hedging which would be more work.

Councillor. Edwards also questioned if this land might now be known as a right of way if multiple residents were accessing this field as it was not clear about these accesses on to our lands and other parts of the town.

Members agreed that it would be appropriate to start speaking with the adjoining residents.

EL.61.02.22 Members noted the report and **RESOLVED** to:

- (i) agree to contact Newtown Action Group to engage local residents (north of Harlands Playing Field), and;
- (ii) seek to erect signage in the immediate future to advise members of the public of the heath and safety risks.

9.0 REPORTS FROM WORKING GROUPS

9.1 Climate Change Working Group

Members noted the report.

9.2 Queen's Jubilee Working Group

Members noted the report.

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

Members noted the report.

10.9 Uckfield Parkrun Board

Nothing to report at this time.

10.10 Uckfield Railway Line Parishes Committee

Members noted the 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
None.

12.0 CONFIDENTIAL BUSINESS

EL.62.02.22 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.

The meeting finished at 19:47pm

UCKFIELD TOWN COUNCIL

ACTION LIST - FOR INFORMATION ONLY

Environment and Leisure Committee

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

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL.28.09.16</u>	<u>To consider revised byelaws for the Town Council's Local Nature Reserves (LNRs)</u> Members reviewed the amendments to the byelaws which still require Natural England and DEFRA's approval. It was RESOLVED to accept the revised byelaws.	05.09.16	HG	The Town Council has sealed and signed the byelaws. A public notice will be published soon to provide the public with an opportunity to view the byelaws, prior to their submission to the Secretary of State.
<u>EL.26.01.19</u>	It was RESOLVED that the Supporter Groups for both reserves be consulted with a view to shorten the byelaws in accordance with DEFRA's comments and report back to the Environment & Leisure committee.	28.01.19		
	<u>Harlands Farm Pond</u> The Ranger is to be asked for ideas to captivate children's interest whilst at the pond.	18.04.17	NM	These initiatives can be reviewed, by the new Ranger once in due course.
	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.	30.04.18		
<u>EL.43.01.20</u>	<u>7.2 To receive an update on the ecological report on the Town Council's Land at Bellbrook</u> Members RESOLVED to: (i) note the report; (ii) investigate the costs involved of installing an otter holt at the base of the riverbank of Bellbrook open space; (iii) rename Bellbrook open space to 'Riverside Wood' to give it an identity.	06.01.20	MF/HG	Work is in progress to explore these matters. The Town Council's Solicitors have been asked to arrange an update with Land Registry.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL.11.07.20</u>	<u>7.3 To consider installing electric charging points at the council buildings</u> Members noted the report and discussed various areas for charging points and agreed for the Estates and Facilities Manager to look in to liaising with Wealden DC and proposals for installation of electric car parking points at various sites.	27.07.20	MF	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.
<u>EL.18.09.20</u>	<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 Lions and Men's Shed were asked if anyone might be interested in harnessing this idea. 23/2 – The Secretary of The Lions Club said that unfortunately, members are not ready to undertake this task yet since many of them are still concerned with regards to Covid. But in the future, they might be able to make them and get volunteers on board when situation improves.
<u>EL27.11.20</u>	<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	The outcomes of the Carbon Audit highlighted that vehicle emissions were lower than that of utilities. This work will therefore remain on hold until an action plan has been agreed for a way forward. NFA
<u>EL18.07.21</u>	<u>To consider options to review the gate access to Ridgewood Recreation Ground off New Road</u> Members noted the report and RESOLVED to: (i) agree to Option 2 – to replace the gate at Ridgewood Recreational Grounds off New Road, Ridgewood (opposite the old terrace of cottages in New Road, specifically numbers 17 to 19) with a stile	26.07.21	MF	Uckfield Town Council has experienced staffing shortages in recent weeks/months. Work has not yet been carried out as a result.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL31.09.21</u>	<u>To consider opportunities to commemorate the Queen's Platinum Jubilee in 2022</u> Members noted the report and RESOLVED to: (i) set up a working group after showing interest in activities to commemorate the Queen's Platinum Jubilee in 2022, led by Cllr. Bedwell including (so far) Cllrs. French and Firth.	06.09.21	HG	A working group has been set-up. A request was also made at Full Council for more volunteers. Planning ongoing and work underway for prep/arrangements for event on Thurs 2 June 2022 from 6pm.
<u>EL35.10.21</u>	<u>To review fees and charges for Snatts Road Cemetery for 2022/23</u> Members noted the report and RESOLVED to: (i) agree to increase the fees and charges for Snatts Road Cemetery in 2022/23 by 1.5%, and; (ii) set up a working group to discuss the pricing structure, the rules and regulations and the future progress of the cemetery provision. Member volunteers included Cllr H. Firth, Cllr B. Cox and Cllr A. Smith	18.10.21	RN/HG	Working group to be set up in 2022.
<u>EL44.11.21</u>	<u>To review fees and charges for our sports facilities in 2022/23</u> (i) agree to increase the fees and charges for the hire of sports facilities in 2022/23 by 4%, and; (ii) agree to set up a working group to discuss the pricing structure and the provision of sports facilities (member volunteers to be re-dressed about this at the Environment and Leisure meeting on 16 May 2022).	15.11.21	RN	Working group to be set up in 2022.
<u>EL50.01.22</u>	<u>To consider a street lamp outside 21 Mount Pleasant</u> Members noted the report and RESOLVED to: (i) agree to a local survey being sent to residents who live at Mount Pleasant in the first instance (with a set deadline) asking if they can provide any thoughts and suggestions on the street lighting in this area.	10.01.22	RN	Please see update report presented within the agenda papers for meeting on 4 April 2022.

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL51.01.22</u>	<p><u>To consider enquiry relating to litter left at the Ridgewood MUGA</u></p> <p>Members noted the report and RESOLVED to:</p> <p>(i) agree to apply for a licence for a bin to be installed at the Ridgewood MUGA, and;</p> <p>(ii) ask local sports clubs and schools to ask their members to be mindful and respectful of litter and to either take their rubbish home or use the bins provided in the town, and;</p> <p>(iii) request officers to find out the cost of signage for Ridgewood play area.</p>	10.01.22	RN	<p>The litter bin policy was last updated Oct 2016 – see report at E&L 4/4/21 for members to see if they would like to change anything.</p> <p>Nb: litter bin scoring system - any bin would need to be assessed first before any decision is made.</p>
<u>EL52.01.22</u>	<p><u>To consider a request for a litter bin from the Scarlett's Close Residents' Association</u></p> <p>Members noted the report and RESOLVED to:</p> <p>(i) agree to seek costs for the installation and emptying of a new bin on the ESH verge adjacent to the Bell Lane allotments, provided that permission was sought.</p>	10.01.22	RN	ES Highways have been contacted to ask for any historical notes as to why the bin was removed before a decision is finalised on whether to replace this bin in accordance with the bin policy.
<u>EL54.01.22</u>	<p><u>To consider if Uckfield Town Council wishes to hold an event which can be incorporated within Uckfield Festival week 2022</u></p> <p>Members noted the report and RESOLVED to:</p> <p>(i) agree to the Chairman's proposal to re-look at ideas and come up with any proposals this September for Uckfield Festival Week 2023.</p>	10.01.22	RN	Ideas/proposals to be looked at before September 2022.
<u>EL57.02.22</u>	<p><u>To consider hedge laying in Luxford Field – Winter 2022</u></p> <p>Members noted the report and RESOLVED to:</p> <p>(i) agree to proposals to plant hedges on Luxford Field in its entirety, and;</p> <p>(ii) to plant the hedges now and replace any retention of funds out of next years' budget.</p>	21.02.22	RN	<p>Works have started with left over plants from allotments and rest will be planted Winter 2022.</p> <p>NFA.</p>

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL61.02.22</u>	<p><u>To consider fencing along the north end of Harlands Farm Playing Field</u></p> <p>Members noted the report and RESOLVED to:</p> <p>(i) agree to contact New Town Action Group to engage local residents (north of Harlands Playing Field) with the view to then moving on to 4.4 of the report – to reinstate the hedging in the gaps, if a resolution was found, and;</p> <p>(ii) possibly put a sign up now before a decision is made.</p>	21.02.22	RN	<p>24/2 A request was sent to the Secretary for New Town Action Group who has written to the residents of the four bungalows for their comments - nothing received from them yet but he will keep us updated. He has also invited the householders to their next meeting on 6 April.</p> <p>He has also been informed that Health and Safety signage has been ordered for placement on site.</p>

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

Projects in 2020/21 Budget – Outstanding projects

Project Name	Bench on London Road (by Southview Drive)		Project Number	53
<u>FC92.01.20</u>	£1,000	27.04.20	The covid bench has now been installed on Luxford Field with a standard bench going on London Road due to delays with Highways. A new bench has been ordered for London Road, UTC have paid for the appropriate licence. Once received the bench will be installed.	

Projects in 2021/22 Budget – New Initiatives

Project Name	Green Projects plus £5,000 in earmarked reserves		Project Number	58
<u>FC.64.01.21</u>	£18,000 minus £1,800 =£16,200	18.01.21	Carbon footprint audit carried out £1,800.	

Project Name	Speed reduction initiative (already have £3,700 in earmarked reserves)		Project Number	62
<u>FC.64.01.21</u>	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 & 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>	

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

Project Name	Covid contingency fund for play area spraying (until end June 2021)		Project Number	63
<u>FC.64.01.21</u>	£2,500 minus April - £630 May - £630 Jun - £630 = £610.00	18.01.21	<p>This was taken to Full Council on 6 December 2021 and members asked to monitor situation.</p> <p>Spraying was undertaken at the end of April, May and June 2021 at a cost of £630.00 per occasion. Plus, swab tests were undertaken in September and November 2021 to check readings.</p>	

Environment Leisure Committee as at 28 February 2022

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Prov actuals at 28 Feb 22	Budgeted at 28 Feb 22	Mar 22 Budget £	Total 2021/22	2021/22 Budgets
Sales																
Contribution to Town Centre Security	0	0	0	575	0	0	0	0	0	45	0	620	650	0	620	650
Weald Hall Events	516	194	267	375	260	987	21	2,633	1,015	78	329	6,672	15,950	1,545	8,217	17,500
Allotments	37	0	0	85	0	0	0	0	0	4,956	1,793	6,871	6,000	113	6,984	6,000
Allotment Deposits	104	0	0	56	0	(100)	(52)	0	(102)	366	211	483	733	158	641	800
Playing Fields & Pitches, Sport Income	232	32	(95)	97	500	136	73	0	10,668	(874)	375	11,144	9,000	1,500	12,644	10,500
Playing Fields & Pitches, Event Income	24	103	258	3,963	91	291	(8)	0	0	0	0	4,721	3,000	0	4,721	3,000
WDC- WPark Culverts Agreement	0	0	0	0	0	0	0	0	0	0	370	370	360	0	370	360
Cemetery - Interments	7,063	6,029	4,473	3,597	6,371	2,785	1,726	3,960	1,934	532	0	38,469	26,583	2,302	40,771	29,000
Cemetery - Memorials	471	691	214	746	471	214	168	979	43	0	416	4,414	5,500	1,029	5,443	6,000
Cemetery - Sundry income	0	0	0	0	131	0	0	0	43	0	0	174	300	0	174	300
Cemetery Maintenance Charge	490	588	392	392	686	294	392	392	196	98	0	3,920	2,750	294	4,214	3,000
Env Sundry Income	46	0	0	9	0	0	0	0	0	0	0	55	0	200	255	200
Litter/bus station	331	0	0	0	331	0	0	331	0	0	331	1,325	1,325	0	1,325	1,325
Roundabout income	0	0	0	0	0	0	0	0	864	0	0	864	850	0	864	850
Total Sales	9,313	7,636	5,510	9,894	8,841	4,607	2,319	8,295	14,662	5,201	3,825	80,102	73,002	7,141	87,243	79,485

Highlighted expenditure is to be covered by new initiative or earmarked projects within earmarked reserves. For example £6,341 streetlighting will be covered by CIL earmarked reserves, £2,979 of the allotment budget is expenditure for allotment hedgerow to be taken from allotment fencing earmarked reserves, £1,890 from Playing fields and pitches will be covered by contingency play area spraying new initiatives, £11,975 will be covered by the Ridgewood play area resurfacing new initiative 2021. New equipment expenditure is also to be covered by earmarked reserves (£5,849) along with £9k brought forward from 2022-23 budget and income from the sale of the old chipper (£6k). £935 of LNR expenditure is covered by earmarked reserves (HMLNR donation), £842 of the litter bin expenditure is the new initiative over the page for animal friendly bins purchases. Play area/corporate signage to the amount of £1,600 will be covered by new initiative 2021. £1250 of the repairs to street furniture is to be covered by earmarked reserves specifically set aside for the Covid memorial bench (previously London Road bench project). This means that £37,982 of the highlighted funds, plus earmarked reserves specifically for the purchase of new equipment and tree works have been funded outside of the revenue budget.

Purchases																
Clothing - Corp & Prot - Indoor staff	0	273	0	0	0	240	0	0	70	40	0	623	650	4	627	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	0	0	0	0	0	50	0	0	16,341	10,000	0	16,341	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	461	0	0	67	0	0	74	206	765	2,979	28	4,581	2,030	225	4,806	2,030
Playing fields and pitches	1,374	766	20,187	575	244	(337)	24	497	493	40	275	24,136	21,000	406	24,541	21,000
Play Areas	0	200	0	0	0	275	685	275	11,975	989	9	14,409	3,000	0	14,409	3,000
Cemetery, grave digging	0	2,560	0	640	1,490	0	0	1,600	320	320	0	6,930	5,200	0	6,930	5,200
Cemetery, rates & water	168	167	167	167	167	197	167	167	167	167	0	1,700	1,800	150	1,850	1,800
Cemetery, litter	143	122	194	143	224	173	284	234	173	216	240	2,147	1,467	133	2,280	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	145	0	0	213	0	402	0	0	63	960	2,000	0	960	2,000
New Equipment	379	46	0	0	131	786	632	169	0	10,170	6,200	18,513	2,500	0	18,513	2,500
Ground Maintenance Contract	0	0	0	0	0	16,023	0	0	0	0	0	16,023	16,500	0	16,023	16,500
Ground Maintenance General	103	93	213	136	118	717	147	83	0	39	104	1,753	1,800	0	1,753	1,800
Hire of Equipment	0	0	0	0	0	0	0	0	0	0	0	0	100	0	0	100
LNRS & Sites of Interest (Ranger)	1,881	1,900	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	1,881	20,706	24,438	2,297	23,003	26,660
LNRS & Sites of Interest (Working budget)	123	339	85	187	112	1,267	127	66	935	0	81	3,321	2,500	18	3,339	2,500
Transit	81	849	54	514	0	79	82	0	85	46	25	1,816	1,833	0	1,816	2,000
Ford Ranger	196	44	95	84	515	110	100	45	67	47	58	1,361	1,375	125	1,486	1,500
Tractor maintenance & running costs	47	24	0	52	18	55	450	17	0	63	256	982	1,375	125	1,107	1,500
Movana Vehicle	90	87	583	83	133	136	547	141	229	96	0	2,125	1,833	167	2,292	2,000
Fencing	178	0	0	0	452	75	0	0	0	0	593	1,298	750	0	1,298	750
Trees	922	314	1,598	728	3	550	36	975	175	3,741	2,767	11,809	4,000	0	11,809	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	73	0	56	842	341	1,312	3,000	0	1,312	3,000
Litter collection, open spaces	683	561	607	665	699	689	630	703	918	771	765	7,690	3,700	0	7,690	3,700
Horticulture	0	0	0	0	0	0	0	0	0	0	0	0	300	0	0	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	0	70	750	1,500	75	1,650	0	3,150	7,520	13,500	0	7,520	13,500
Corp dev- signage outside areas	0	212	0	0	0	0	1,600	0	0	0	0	1,812	250	0	1,812	250
Groundsmen - salaries	5,813	7,370	7,360	7,360	7,360	7,360	7,360	8,060	7,619	7,128	5,475	78,266	73,483	6,497	84,763	80,163
Groundsmen - National insurance	497	611	609	609	609	609	609	705	680	580	450	6,567	5,719	592	7,159	6,239
Groundsmen - Pension	1,853	1,377	1,371	1,208	1,208	1,425	1,117	2,063	1,488	1,499	1,537	16,147	15,804	1,834	17,980	17,241
Town Security/CCTV	1,143	44	38	40	43	40	40	41	40	45	38	1,552	2,962	38	1,590	3,000
Floral displays	0	0	1,710	469	469	469	0	0	0	0	0	3,115	3,500	0	3,115	3,500
Repair and replace street furniture	0	0	0	1,250	0	0	0	0	0	500	0	1,750	1,500	950	2,700	1,500
Cleaning materials	15	0	0	0	0	0	0	0	9	0	0	24	75	75	99	150
Performing rights	0	0	0	0	0	0	0	0	89	0	0	89	500	0	89	500
Event Advertising Marketing	50	160	0	0	80	160	0	479	120	80	80	1,209	4,000	680	1,889	4,000

Environment Leisure Committee as at 28 February 2022

	Apr 21 Actuals £	May 21 Actuals £	Jun 21 Actuals £	Jul 21 Actuals £	Aug 21 Actuals £	Sep 21 Actuals £	Oct 21 Actuals £	Nov 21 Actuals £	Dec 21 Actuals £	Jan 22 Actuals £	Feb 22 Actuals £	Prov actuals at 28 Feb 22	Budgeted at 28 Feb 22	Mar 22 Budget £	Total 2021/22	2021/22 Budgets
HMLNR & WPLNR	0	0	0	0	500	0	0	0	0	0	0	500	500	0	500	500
Total Purchases	32,489	18,506	36,971	16,856	16,526	33,939	18,165	18,892	30,044	32,280	24,417	279,085	234,945	17,465	296,550	249,783

New initiatives 2021/22

Additional tree planting	0	0	21	0	(500)	0	0	1,439	186	41	164	1,353	N/A	129	974	1,700
Covid Memorial Bench on London Road	0	0	0	0	0	0	0	0	0	0	0	0	N/A	0	0	2,500
ESCC Grass Verge cutting	4,271	0	0	0	0	0	0	0	0	0	0	4,271	N/A	0	4,271	4,300
Ridgewood Play Area Patch surfacing	0	0	0	0	0	0	0	0	11,975	0	0	11,975	N/A	0	11,975	13,500
West Park LNR Boardwalk	0	0	0	0	0	25,900	0	0	0	0	0	25,900	N/A	0	25,900	26,470
Green Projects	0	0	0	1,800	0	0	0	0	0	0	0	1,800	N/A	0	1,800	23,000
Animal friendly bins	0	0	0	0	0	0	0	0	0	842	0	842	N/A	0	1,000	1,000
New signage for play areas/recs	0	0	0	0	0	0	1,600	0	0	0	0	1,600	N/A	0	1,600	1,600
Total New Initiatives 2020/21	4,271	0	21	1,800	(500)	25,900	1,600	1,439	12,161	883	164	47,741	N/A	129	47,520	74,070

Weald on the Field Sponsorship and 50% pitch fee income	0	0	0	0	3,090	0	0	0	0	0	0	3,090	N/A	0	N/A	N/A
Weald on the Field Expenditure	0	0	42	2,658	4,627	1,021	175	0	0	0	0	8,522	N/A	0	N/A	3,000

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 6.1

TO CONSIDER REVISED LITTER POLICY – POLICY NO. 78

1.0 Existing Litter Bin Policy

- 1.1 Following the recent requests for litter bins in Uckfield, members are asked to consider the latest review of the Town Council's Litter policy, which has not been updated since it was first introduced in 2016.
- 1.2 In reviewing the policy, proposed amendments have been put forward, which can be viewed in appendix A.

2.0 Overview

- 2.1 Wealden DC do not currently charge for bin collections in Uckfield. Of the two dog waste bins they empty in the Uckfield area, one is paid for by the Woodland Trust as it is on their land. The other was being charged to the vets on New Town because it is in their car park and mainly used by their customers. Wealden DC would liaise with them to decide if they want to keep this arrangement in place because the charges for this bin ended a few years ago.
- 2.2 If Uckfield Town Council request for Wealden DC to empty a litter or dog waste bin, the charge would be £260 plus VAT per bin per annum, invoiced quarterly in arrears.

3.0 Provision of litter bins

- 3.1 The litter bin provision scoring system is used to evaluate any request for a bin using the categories and options agreed and set out.
- 3.2 Three requests have been received in recent months for a new litter bin to be placed in various locations in the town. Two requests are for ES Highway owned land (bottom of Streatfield Road and adjacent to Bell Lane Allotments on the footpath). The third request was on Town Council land at Ridgewood Recreation Ground.
- 3.3 If we utilised this scoring system, the recent bins that have been requested do not meet the relevant criteria: Streatfield Road, Ridgewood MUGA, and by Bell Lane Allotments (put forward by Scarletts Close Residents' Association) (see appendices B, C and D with scores for each bin).
- 3.4 A clear decision was already taken by Environment & Leisure Committee with regard to Streatfield Road on 6 September 2021, therefore this should be taken into account and would look confusing to members of the public if the Town Council sought to take a u-turn on that decision seven months later.

EL.29.09.21 Members noted the report and **RESOLVED to:**

- (i) agree to the installation of a new litter bin at the end of Streatfield Road next to the newly installed bench.

- 3.5 A decision was also taken at Environment & Leisure Committee on 10 January 2022, to agree to apply for a licence for a bin to be installed at the Ridgewood MUGA. This resolution is actually slightly confusing in that the MUGA is on Town Council owned land, so no ES Highways licence would be required, and the litter would be collected by Town Council staff as part of their current collections at Ridgewood Recreation Ground.

The costs to the Town Council would be the purchase and installation of the bin, plus collection costs.

EL.51.01.22 Members noted the report and **RESOLVED** to:

- (i) agree to apply for a licence for a bin to be installed at the Ridgewood MUGA, and;
- (ii) ask local sports clubs and schools to ask their members to be mindful and respectful of litter and to either take their rubbish home or use the bins provided in the town, and;
- (iii) request officers to find out the cost of signage for Ridgewood play area.

- 3.6 With the review of the policy, this does however provide members with an opportunity to review the work underway for the placement of a bin adjacent to Bell Lane Allotments (East Sussex Highways owned land) and in terms of how the Town Council proceeds with litter bin requests. The recent resolution with regard to this bin, was to explore past history with East Sussex Highways on the past removal of a bin in that location:

EL.52.01.22 Members noted the report and **RESOLVED** to:

- (i) agree to seek costs for the installation and emptying of a new bin on the ESH verge adjacent to the Bell Lane allotments, provided that permission was sought.

4.0 Recommendation

4.1 Members are asked to:

- (i) note and approve the proposed amendments to the Town Council's Litter Policy, and;
- (ii) confirm how they wish to proceed with the installation of bins at Streatfield Road, Ridgewood MUGA and adjacent to Bell Lane Allotments (by Scarlett's Close), subject to the above resolutions from past meetings and current litter bin policy.

Appendices: Appendix A: Revised Litter Policy – Policy No. 78
 Appendix B: Evaluation of Streatfield Road bin request
 Appendix C: Evaluation of Ridgewood MUGA bin request
 Appendix D: Evaluation of site adjacent to Bell Lane
 Allotments/Scarletts Close bin request

Contact Officer: Mark Francis

UCKFIELD TOWN COUNCIL



LITTER POLICY

Policy Number 78		
Issue No.	Date completed	Details of amendments
01	EL.36.10.16	Environment & Leisure 24.10.16
<u>02</u>	<u>E&L Committee</u>	<u>Review of existing policy – 4 April 2022</u>

1.0 Background

- 1.1. Uckfield Town Council has long recognised its responsibility for the environment and is committed to continuous improvements that reflect our concern for the quality of the local and global environment.

2.0 Legislation

- 2.1. The primary legislation for litter and refuse is the Environmental Protection Act (EPA) 1990. This Act is supported by further legislation under the Clean Neighbourhoods and Environment Act 2005 together with the Code of Practice on Litter and Refuse 2006 produced by DEFRA. Additionally the Litter Act 1983 s5 confers powers on Town and Parish Councils to provide and maintain litter bins.

- 2.2. The primary legislation, the EPA, places the principal duty on the District Council for keeping land to which the public have access to, free from litter. The EPA does not confer any powers or duties onto Town and Parish Councils. However the Town Council is responsible for keeping its own land clear of litter and failure to do so could result in the Principal Litter Authority (Wealden District Council) taking action against the Town Council to ensure land is kept free of litter. For Uckfield therefore we have a duty to keep all of our open spaces including the Nature reserves and playgrounds free from litter.

- 2.3 Town and Parish Councils do have general powers under the Local Government Act 1972 s137 which permits the Town Council to *"incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants"*. *There are limitations to this power including a financial limit however any proposed expenditure under this policy is extremely unlikely to exceed the financial limitations set by the legislation"*.

3.0. Wealden District Council (WDC) (Principal Litter Authority) policy

- 3.1 A copy of the District Councils litter policy is attached at Appendix A. This policy confirms the following approach to litter and dog bin provision by the Principal Litter Authority.

4.0. Current Service Provision

- 4.1 The Town Council provides multi use litter bins at all of its recreation grounds and other open spaces. A total of ~~73~~66 bins are provided and maintained by the Town Council, most are emptied twice weekly or daily if in a children's play area. The Town Council no longer provide dog specific bins and all its bins are dual purpose.

- 4.2. WDC provide and maintain litter bins at various locations in the Uckfield Town area and have advised that they currently maintain and empty a total of **xx** litter bins and **xx** dog bins. Wealden's waste collection contractor is required to empty litter bins in the high street on a daily basis and weekly at all other locations within Uckfield. There are also a few litter bins on private land managed by local shopkeepers around Uckfield. The Town Council receives very few complaints regarding lack of emptying of litter bins provided by either the Town or the District Council.

- 4.3 The cost to the Town Council of providing and maintaining its current stock of ~~73-66~~ bins is not easily identified. However the litter bin emptying task takes on average ~~44-14~~ hours per week depending on weather events and based on current staffing costs equates to ~~£4,792.97 (2021/22)~~ per bin per week. In addition there are costs associated with replacing damaged bins as well as the cost of disposal of waste collections, black sacks, and fuel.

Waste collection and sack costs are in the order of ~~£4,7707,690 (2021/22)~~ per year equating to an emptying charge of ~~£4,252.24~~ per bin per week. The total cost of providing bins on Town Council land is therefore in the order of ~~£3,045.21~~ per bin per week. Although this sum excludes fuel costs, it is substantially lower than the proposed costs offered by WDC.

- 4.4. The cost of replacing/providing a new litter bin is in the region of ~~£6400~~ depending on style, including installation costs.

5.0. Demand

- 5.1 Requests for litter and dog bins could be received from residents, business owners, dog walkers or other local authorities. Permission will have to be sought from East Sussex ~~County Council (Highways)~~ if a bin is to be placed on land in their ownership.

~~5.2 The Town Council will maintain a register of requests which shall be used in the proposed assessment process.~~

~~5.2 The Town Council will maintain a register of requests which shall be used in the proposed assessment process.~~

Commented [U1]: Re: Streatfield Rd, Ridgewood MUGA & Scarlett's Close

6.0. Future Service Provision

- 6.1. WDC has a duty to keep public land clear of litter as they are the principle litter authority. Provision of litter bins assists compliance with this duty especially in areas where there is significant footfall or close proximity to fast food and other food retail outlets. Uckfield Town Council should continue to report issues identified locally in Uckfield to the District Council, and where litter or dog bins are identified as being part of an overall solution to a local problem, encourage the District Council to consider the provision of additional bins. Similarly the Town Council should continue to monitor its own land and where any new problems are identified consider any additional provision that may assist in reducing littering and dog fouling.

- 6.2. The Town Council may also wish to use its general powers through the provision of funding litter bins on land under the responsibility of the District Council. This would be subject to evaluation of need using criteria that forms a robust evaluation method for such an approach.

- 6.3. An assessment method is set out in Appendix B

7.0. Financial Implications

- 7.1 WDC current and proposed charging scales for providing new dog/litter bins are:-

Proposed~~Current~~ charges

- £5.05p per bin per emptying (~~£262.60~~ + VAT per year based on a weekly service - charged quarterly in arrears at £65 + VAT per bin)

Proposed charges

- ~~£240~~ per bin per year (emptying frequency not specified)

Provision of new bins (dog/litter)

- ~~£500~~ dog bin
- ~~£750~~ litter bin ~~750 + VAT – price includes supply and installation of the bin plus ongoing maintenance so that if damaged WDC will repair or replace it for as long as it continues to be required at no extra cost.~~
- Alternatively, UTC can install a bin and just ask WDC to empty if required. UTC would then be responsible to maintain the bin if damaged etc.

Relocation of an existing bin (up to a distance of 200metres)

- ~~£250~~ concrete litter bin
- ~~£150~~ plastic or metal, dog or litter bin ~~400 + VAT – concrete litter bin or plastic or metal, dog or litter bin. For greater distances, individual quotes will be provided.~~

- ~~Currently, WDC does not charge UTC for any bin emptying they undertake in the town. All the litter bins WDC empty are those they either installed or approved as being necessary on the public highway. UTC empty 66 additional bins independent of those serviced by WDC.~~

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- 7.2 Based on these WDC charges, each new chargeable litter bin would cost a maximum of ~~£990-1010 + VAT~~ for the first year and ~~£240-260 + VAT~~ per year thereafter.

Based on current Town Council figures, the initial cost of providing and emptying a new bin for the first year equates to ~~£758-08~~ £870.92 and ~~£158-08~~ £270.92 per year thereafter.

- 7.3 These charges, as mentioned at paragraph 4.2, are substantially more than the costs incurred by Uckfield Town Council to provide the same service on its own land. As the Town Council has no responsibility for providing and maintain litter bins on public highways and footpaths the Town Council should continue to lobby WDC to provide litter and dog bins in locations where a need has been identified. The Town Council should also continue to provide its own litter and dog bins for its own land as there is clearly no financial benefit of requesting a service from WDC.

8.0. Policy Recommendations

- 8.1 Subject to consultation with the land owner litter bins may be supplied on land not in the Town Council's ownership.
- 8.2 Where the Town Council provides litter bins they will be of a design suitable for their location and will, wherever possible, be lockable and of a design that will prevent access by rodents or other wildlife.
- 8.3 The Town Council will respond to complaints regarding the provision of litter bins on land which is under the responsibility of Wealden District Council by reporting such complaints and keeping a record in order to assess future needs. Where a need is identified the Town Council will seek the support of the District Council to provide additional bins to meet established demands.

This approach recognises not only the cost of providing and emptying of litter bins but also the impact litter has on resident's perception of a safe and secure community as well as the environmental impacts.

- 8.4 The Town Council will review its' existing litter bin provisions and either remove, replace or provide bins, subject to any budgetary implications at least once every three years.
- 8.5 The provision of new litter bins will be determined after evaluating the need in accordance with the evaluation process as set out in Appendix B and then subject to budget provision.
- 8.6 Litter bins will be emptied at least once every week on Council owned land and more frequently where a need is identified to ensure bins do not regularly overflow.

Appendix A - Wealden District Council Policy on Litter

The District Council's policy and service concerning street cleansing, including litter bins, is formed from the contract it is party to under the East Sussex Waste Partnership.

This is explained by splitting into the constituent parts.

Street Cleansing - through its contractor street cleansing is provided on the public highway, including verges and paths, and Council car parks. This is assessed using the National Indicator NI195 measuring litter, detritus, graffiti and fly posting, although this has been extended to include dog waste and weeds. There is no provision for cleansing services on private roads or other land. The contractor is required to provide a mixture of scheduled and reactionary cleansing services to ensure the NI 195 standards are maintained.

Cleanliness is measured by an independent third party organisation through random sampling three times per year within Wealden and also across the wider waste partnership. This service also includes the clearance of fly tipping.

Litter bins – WDC install and service litter bins on the public highway and other District Council owned areas where it is deemed essential to control the incidence of litter. No charge is levied for this service. Consideration is also given to installing and/or servicing litter bins in other locations upon request, although this additional service will be subject to a charge.

Dog waste bins - WDC will consider installing and/or servicing dog waste bins upon request from Town and Parish Councils or other third parties, although there is a charge for this service.

All litter and dog waste bins are emptied on a schedule that ensures they have a minimum of 15% spare capacity. In reality this means that most will be emptied on a weekly basis however, some in higher use areas will be emptied more frequently while others less frequently.

Appendix B – Uckfield Town Council Litter bin provision evaluation process

Each request for a new bin shall be assessed using the scoring system below. The Environment & Leisure Committee will have a final say on the decision process should any additional factors be found relevant and which are not expressly related to the scoring approach.

Category	Options	Score
Request for bin on main footpaths / local highways	High intensity of use, such as busy public areas or recreation parkland or strategic local highways or footpaths or car parks	20
	Medium intensity of use, such as residential areas, secondary footpaths	10
	Low intensity of use, such as rural or isolated roadways	5
Proximity to existing bins of the same type (dog/litter)	>100 metres to another bin	10
	<100 metres to another bin (The above is subject to consideration of the level of footfall eg bus stops on opposite sides of the road)	5
Proximity to facilities or main routes away from facilities	<100 metres to a school	5
	<50 metres to take away outlet	10
	<50 metres to shops/supermarket	10
	<100 metres to sports facilities	5
	Adjacent to a bus stop	5
	<100 metres to other public facilities such as pub, church, community centre etc.	5
Number of separate requests for litter cleaning received within 12 month period	0	0
	1 – 2	5
	3 – 5	10
	6 - 10	20
Number of separate requests for a bin received within a 6 month period from the general public	1	5
	2 – 10	10
	11 - 50	20

Having evaluated each request using the above categories and options, an overall score is calculated and compared to the thresholds shown in the table below to determine if the request should be approved.

Score	Outcome
0 – 40	Unsuccessful
41 - 80	Successful

This scoring system will be subject to review on an annual basis, at the time of setting budgets and will act as a guide to Council setting priorities.

STREATFIELD ROAD

Appendix B – Uckfield Town Council Litter bin provision evaluation process

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Request for bin on main footpaths / local highways	High intensity of use, such as busy public areas or recreation parkland or strategic local highways or footpaths or car parks	20
	Medium intensity of use, such as residential areas, secondary footpaths	10
	Low intensity of use, such as rural or isolated roadways	5
Proximity to existing bins of the same type (dog/litter)	>100 metres to another bin (greater than)	10
	<100 metres to another bin (less than) (The above is subject to consideration of the level of footfall eg bus stops on opposite sides of the road)	5
Proximity to facilities or main routes away from facilities	<100 metres to a school	5
	<50 metres to take away outlet	10
	<50 metres to shops/supermarket	10
	<100 metres to sports facilities	5
	Adjacent to a bus stop	5
	<100 metres to other public facilities such as pub, church, community centre etc.	5
Number of separate requests for litter cleaning received within 12 month period	0	0
	1 – 2	5
	3 – 5	10
	6 - 10	20
Number of separate requests for a bin received within a 6 month period from the general public	1	5
	2 – 10	10
	11 - 50	20

Having evaluated each request using the above categories and options, an overall score is calculated and compared to the thresholds shown in the table below to determine if the request should be approved.

Score	Outcome
0 – 40	Unsuccessful
41 - 80	Successful

This scoring system will be subject to review on an annual basis, at the time of setting budgets and will act as a guide to Council setting priorities.

RIDGEWOOD MUGA

Appendix B – Uckfield Town Council Litter bin provision evaluation process

Each request for a new bin shall be assessed using the scoring system below. The Environment & Leisure Committee will have a final say on the decision process should any additional factors be found relevant and which are not expressly related to the scoring approach.

Category	Options	Score
Request for bin on main footpaths / local highways	High intensity of use, such as busy public areas or recreation parkland or strategic local highways or footpaths or car parks	<u>20</u>
	Medium intensity of use, such as residential areas, secondary footpaths	10
	Low intensity of use, such as rural or isolated roadways	5
Proximity to existing bins of the same type (dog/litter)	>100 metres to another bin (greater than) <100 metres to another bin (less than) (The above is subject to consideration of the level of footfall eg bus stops on opposite sides of the road)	10 <u>5</u>
Proximity to facilities or main routes away from facilities	<100 metres to a school	<u>5</u>
	<50 metres to take away outlet	10
	<50 metres to shops/supermarket	10
	<100 metres to sports facilities	5
	Adjacent to a bus stop	5
	<100 metres to other public facilities such as pub, church, community centre etc.	<u>5</u>
Number of separate requests for litter cleaning received within 12 month period	0	<u>0</u>
	1 – 2	5
	3 – 5	10
	6 - 10	20
Number of separate requests for a bin received within a 6 month period from the general public	1	<u>5</u>
	2 – 10	10
	11 - 50	20

Having evaluated each request using the above categories and options, an overall score is calculated and compared to the thresholds shown in the table below to determine if the request should be approved.

Score	Outcome
0 – 40	Unsuccessful
41 - 80	Successful

This scoring system will be subject to review on an annual basis, at the time of setting budgets and will act as a guide to Council setting priorities.

ADJACENT TO BELL LANE ALLOTMENTS (REQUESTED BY SCARLETTS CLOSE RESIDENTS' ASSOCIATION)

Appendix B – Uckfield Town Council Litter bin provision evaluation process

Each request for a new bin shall be assessed using the scoring system below. The Environment & Leisure Committee will have a final say on the decision process should any additional factors be found relevant and which are not expressly related to the scoring approach.

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Proximity to facilities or main routes away from facilities	<100 metres to a school	<u>5</u>
	<50 metres to take away outlet	10
	<50 metres to shops/supermarket	10
	<100 metres to sports facilities	5
	Adjacent to a bus stop	<u>5</u>
	<100 metres to other public facilities such as pub, church, community centre etc.	<u>5</u>
Number of separate requests for litter cleaning received within 12 month period	0	<u>0</u>
	1 – 2	5
	3 – 5	10
	6 - 10	20
Number of separate requests for a bin received within a 6 month period from the general public	1	<u>5</u>
	2 – 10	10
	11 - 50	20

Having evaluated each request using the above categories and options, an overall score is calculated and compared to the thresholds shown in the table below to determine if the request should be approved.

Score	Outcome
0 – 40	Unsuccessful
41 - 80	Successful

This scoring system will be subject to review on an annual basis, at the time of setting budgets and will act as a guide to Council setting priorities.

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 6.2

TO CONSIDER ADDITIONAL STREET LIGHTING REPAIRS

1.0 Summary

1.1 This report proposes an update regarding street lighting repairs.

2.0 New jobs for 2022/23

2.1 Col 1 Cedars Close – lantern is beyond repair and column is old concrete type which we cannot fit new lantern on – New 6mtr column and Led lantern with part night cell **£1487.39**

2.2 Col 4 & 5 Hunters Way - lanterns are beyond repair and columns are old concrete type which we cannot fit new lantern on – New 6mtr columns and Led lanterns with part night cell **£2762.35**

2.3 Col 1 Hempstead Gardens – lantern beyond repair
Col 1 and 4 Hempstead Road – lantern beyond repair
Col 5 Hempstead Rise – Lantern beyond repair

2.4 The Hempstead units are all pole mounted with an overhead supply. There are safety issues with working near overhead supplies and the costs for the supply works are higher, priced to install new columns adjacent to the existing locations and have the supply installed to the new columns any future supply works can then be requested as an underground transfer, quoted for all the units combined to reduce the overall costs - **£7834.75**

2.5 Total Cost new jobs including Church street below - **£13,168.72**

3.0 Total Budget for 2022/23

3.1 Street light repairs revenue budget has £13,000 allocated for 2022/23.

3.2 CIL Earmarked reserves as of 31 March 2022 are £50,187.26

3.3 Earmarked works agreed as per 5.0 below from E&L July 2021 still outstanding for payment - £25,084.70

3.4 Taking the above into account, the funds remaining under CIL earmarked reserves are: £25,102.56.

CIL income payments are made by the local planning authority to Uckfield TC every April and October, so we anticipate receiving further CIL income in April 2022 for the previous six-month period.

4.0 Update on current jobs 2021/22

4.1 Vernon Road – temporary lantern fitted awaiting delivery of correct lantern

4.2 Harcourt Close – lanterns on order awaiting delivery

4.3 Cambridge Way – job complete

4.4 Eastbourne Road – job complete

4.5 Hunters Way -
Col 1 and 7 complete col 8 reprogrammed due to parked cars for W/C 04-04-22

4.6 Baker Street- awaiting programme date for Overhead connection

- 4.7 Snatts Road - awaiting programme date for Overhead connection
- 4.8 Mount Pleasant – waiting on outcome of survey decision on replace/remove
- 4.9 Church Street - col 5 and 7 works completed / col 9 private supply from col 10 still to be connected (cable fault on column 10 where we installed a new 6mtr column) the cost for the column installation and a new Led lantern is **£1084.23** this does not include a service transfer as it appears that UKPN done this as part of the fault repair when we install the new 6mtr column.

5.0 Highways Statement

- 5.1 The lantern options given are the optimum lantern for this location however this option would not meet the lighting standards and our recommendation would be for a lighting design. The Town Council can proceed without one, but would need to understand the limitations of this option and accept the risks and responsibility.

6.0 Recommendation

- 6.1 Members are asked to confirm that they agree to authorising the above listed works for 2022/23, whilst accepting the lack of a lighting design and accepting responsibility for the risks associated with the authorisation of these works.

Contact Officer: Mark Francis

UCKFIELD TOWN COUNCIL



Minutes of the meeting of the Strengthening Local Relationships (SLR) Liaison Meeting
Via Microsoft Teams on Tuesday 22 February 2022 at 8:45am

PRESENT: Cllr. Chris Dowling East Sussex County Council
Cllr. Claire Dowling East Sussex County Council
Corinne Black Customer Service Manager - (ES Highways)
Carol Sneyd Customer Service Manager – (ES Highways)
George Morris Highway Steward - (ES Highways)

IN ATTENDANCE:

Holly Goring – Town Clerk
Rachel Newton – Senior Administrative Officer, Uckfield Town Council
Minutes taken by Rachel Newton

1.0 APOLOGIES

Apologies were received prior to this meeting from Ian Johnson (Traffic and Safety Team) and Ruby Brittle (Stakeholder and Engagement Manager – ESCC).

2.0 APPROVE MINUTES FROM THE LAST MEETING

The minutes of the last SLR meeting held on the 3 November 2021 be taken as read, confirmed as a correct record.

3.0. MATTERS ARISING FROM THE LAST MEETING

None.

4.0. CEDARS CLOSE – STREET LAMP OUT

The Street Lighting Team will be in touch with the Town Council once a quote has been obtained for a replacement lamp.

5.0 SPRING MEADOW

ES Highways carried out a survey into the drainage issues on 2 February 2022 and the Drainage Engineer provided a report of his findings and next steps.

It has been reported there were coloured markings on the roads of Hempstead Lane/Spring Meadow. These were not carried out by ES Highways, but could have been utility companies wishing to carry out works in the same location.

6.0 POOR ROAD SURFACE IN DOWNSVIEW CRESCENT AND SOUTHVIEW DRIVE

The Town Clerk had contacted Uckfield College last year and chased up in the winter months. The only correspondence received was an email from Uckfield College to the contractors requesting an update.

Since this would come under the terms of the contractors' planning conditions, they needed to let us know what their intentions were. Although this was not an ES Highways issue, the Highway Steward had continued to inspect and report safety defects along this road as part of their maintenance as they needed to ensure this road was safe and usable. This was a busy road with many pot holes which were probably being increased by large vehicles.

As Wealden District Council were responsible for planning obligations, it was understood that they would have the powers of enforcement to deal with this.

It was therefore suggested that the local planning authority (Wealden District Council) be approached to understand whether this would fall under the planning conditions and if action could be progressed through that route.

7.0 CHURCHCOOMBE ESTATE

The pavement along The Drive and all adjoining roads were losing their top surface and were in need of essential repairs. A detailed inspection had been carried out by the Highway Steward and Estate Warden a couple of months ago and included a walk around with the Churchcoombe Estate Residents Association.

Although the Highway Steward was aware of the overall condition of the many concrete footpaths in this area, due to time constraints, if there were more specific defects that needed looking at sooner, i.e. before the next six-month inspection and that would not be in the normal 28-day repair period, the team would be happy to inspect those areas of concern. The Highway Steward would also let us know when the next six-monthly inspection would be.

Update - The Town Mayor advised that she would review the area and inform the Town Council if there were any areas of concern.

8.0 THE TWITTEN THAT DIVIDES THE DRIVE – TWO FENCE PANELS DOWN

This item was raised at the meeting since the recent storms had caused damage to two fence panels along Pudding Cake Lane.

This was an owner/occupier house so responsibility would fall under Wealden District Council. However, as the panels covered the twitten completely and this was a no-through road, the Town Clerk would inform the Groundstaff to move them onto the grass, if necessary. This has since been completed.

9.0 TRAFFIC MONITORING CAMERAS IN FRAMFIELD ROAD

This was not something that ES Highways had arranged or were aware of and could potentially have been a speed watch survey being carried out.

There did not appear to be any permit issued, nor consultation with residents or any information provided or sought about this.

10.0 LAMP COLUMN ON JUNCTION OF THE HIGH STREET / CHURCH STREET

ES Highways may need to change or replace two of the columns, although there was no date set for these works as yet. Funding for this would be via ES Highways.

11.0 DRAINAGE WORK IN LEWES ROAD

ES Highways had a meeting, due to take place with the drainage team this afternoon, and confirmed that the works were due to start on 4th April 2022.

12.0 CONDITION OF ROAD SURFACE BETWEEN HIGHLANDS ROUNDABOUT AND NEWTOWN

The ES Highways Permit Inspector had carried out a walked inspection together with UK Power Networks and their sub-contractors along this area. Several areas had been identified where they would need to return and carry out remedial works.

Although there was no date set for works to commence, the aim was for these reinstatement works to be completed as soon as possible.

Any further details of exact locations (with properties and landmarks) would be useful for the Highway Steward to look at areas with safety defects and assess overall condition. Town Council office staff would obtain further details on the exact location(s).

13.0 PARKING

One local resident had asked about parking provision for new developments. If proposals from the UK Government were approved, pavement parking would be prohibited; how would ES Highways ensure that proposed new developments would have adequate parking and enough highway width to prevent pavement parking and to allow vehicle access for other users and emergency vehicles.

It was advised that this would be the responsibility of the Transport Development Team who would look at any applications and not road maintenance with ES Highways. If policy changes were required, an ESCC policy would be issued for the whole of East Sussex.

In addition to this, two residents had contacted the Town Council regarding concerns about parking along the pavement by The Broadway (upper section of the High Street). This was a long-standing issue.

The Town Clerk pointed out that this would be difficult to curtail due to the number of takeaways in this particular area and need to balance supporting local businesses whilst also ensuring safety for pedestrians and local businesses. Discussions had previously been raised about placing bollards here, but this could prevent traffic flow, if cars were not able to park on the pavements.

There was also a concern that any installation of street furniture would displace cars further up the road and nearer other safety concerns such as the bus stop. The Town Clerk would follow up with Ian Johnson, to review this area in person.

14.0 HIGHWAYS UPDATE

A breakdown of numbers from the highways update was provided:
Open cases/reports from members of the public: 47 in total
Safety repairs carried out over the last six months: 396 in total

Upcoming works:

Lewes Road – drainage works were scheduled to start early April;

Keld Close - repair broken drain pipe 19 - 20 April;

Uckfield bypass – repairs to River Uck bridge joints 10-21 October.

A separate email would be sent out nearer the time to confirm details and traffic management.

15.0 ANY OTHER BUSINESS

The repair work due on Eastbourne Road on 24 – 25 February would be taking place. There were some pot holes going onto Fernley Park Road which also needed attention.

Kier and UK Power Networks were preparing to return to undertake their snagging works. ES Highways and local members were awaiting the dates and timescales for these. ES Highways would make further enquiries and provide an update. This would include the reinstatement of the yorkstone paving.

16.0 DATE AND TIME OF NEXT MEETING

Wednesday 13th July 2022 at 8:45am.

Meeting ended at 09:16am

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 6.4

TO UPDATE MEMBERS ON THE FEEDBACK RECEIVED FROM RESIDENTS IN MOUNT PLEASANT RE: STREET LIGHTING

1.0 Background

- 1.1 A report was presented to members of Environment & Leisure Committee at their meeting on 10 January 2022 to advise that a streetlight was in need of substantial repair/replacement in Mount Pleasant. New requirements with regard to health and safety, require East Sussex Highways to undertake full lighting designs in certain areas, when reviewing existing street lighting repairs or renewals. This has resulted in more work being undertaken to assess lighting levels in a specific area and delays in repairs being undertaken.
- 1.2 Previously there had been one light in Mount Pleasant, but the new requirements meant that a full lighting design would now be required or the existing light be removed. Members agreed that it would be useful to engage with the residents in this area to understand what their views were on the matter.
- 1.3 Members agreed at Environment & Leisure Committee on 10 January 2022:

EL.50.01.22 Members noted the report and **RESOLVED** to:

(i) agree to a local survey being sent to residents who live at Mount Pleasant in the first instance (with a set deadline) asking if they can provide any thoughts and suggestions on the street lighting in this area.

2.0 Outcome of survey

- 2.1 The survey was hand delivered to 21 households in Mount Pleasant on 17 February 2022.
- 2.2 A total of five responses have been received to date from the properties in that area.
- 2.3 Options given were:
A – Remove the light at 21 Mount Pleasant and do not replace.
B – Carry out a lighting survey and seek to increase the street lights in the road.
C – Any other suggestions.
- 2.4 The responses received have been added over the page in appendix A. As a result of there being a majority in favour of exploring a lighting design for that area, East Sussex Highways will be contacted accordingly.

3.0 Recommendation

- 3.1 Members are asked to note the update.

Appendices: Appendix A: Feedback received from residents

Contact Officer: Rachel Newton

Responses for A – remove light
As requested option A - removal of lighting and not replacing is the preferred option for number x mount pleasant.
Option A as there are enough property outside lights in the road.
Responses for B – carry out a lighting survey
<p>I am writing in response to letters received by residents in my road of mount pleasant uckfield, regarding the options being considered with our out of service street light.</p> <p>The light has been out of operation since late 2021, and has been of great concern to my family and other residents since then.</p> <p>We are very keen that this light be repaired or replaced as a matter of safety and reassurance to all residents that this benefits.</p> <p>Your letter states that the current light does not meet design, although what on earth could not meet 'design' in a road of c1900 terraced cottages and 3 new design bungalows we cannot fathom.</p> <p>As i live in the middle of the road, the current light at the start of the street next to bungalow 21 is of great importance as it not only lights the beginning of our road but also the access road backing some framfield road houses and also ensures that the small pathway to the steps is also lit.</p> <p>To remove the light completely as is your option a, we consider to be of great concern, as currently when you enter the access road leading to mount pleasant, the entire area is pitch black and frankly quite intimidating to everyone who arrives home after dark.</p> <p>We would most condone option b of a lighting survey, which i hope and presume is done also at night to see the area, of course if the council and residents at the farther end of the road propose an extra light in addition to the current one, that would be greatly appreciated. there is already an electric and telecoms pole at the farther end so presume a new street light could be accommodated there too. in addition and in light of the fact that the new council tax bills have just arrived that some of the charge would be able to include 1 street light which benefits 21 houses and also those 4 or 5 which back onto it from framfield road.</p> <p>We sincerely hope that lighting will be restored to our road as a matter of safety and of high importance and reassurance to all residents, which include some elderly, female and disabled people.</p>
<p>I have recently walked up the path from Framfield road into Mount Pleasant and have to say the walkway is dangerous due to the lack of lighting and unlevel ground.</p> <p>Based on this I believe it would be unsafe not to repair the street light.</p> <p>As for the need to review the rest of the street for extra lighting this is something that may need to be looked into but from a personal view point the rest of the street is illuminated by the current light as well as the house lights on the street and has better path/roadway and so I don't believe there is any need for extra lighting.</p>
<p>Further to your letter reference -/RN/- dated 17th February 2022, I am writing to express my concerns over the lack of street lighting in Mount Pleasant road at present.</p> <p>When entering Mount Pleasant at night it is extremely dark in the road with the lack of lighting making it very difficult to see where you are going when on foot. This makes it very dangerous for anyone walking along here particularly at night due to the slightly uneven nature of the road surface which causes people to stumble and fall particularly the older generation and particularly during winter months.</p> <p>Also when returning from the railway station at night it is incredibly dark walking up the 'Twitten ' to Mount Pleasant. Whereas a light at the top of the Twitten where the original one is positioned illuminates this area well.</p>

Another problem with an absence of lighting at the end of Mount Pleasant road with the junction of the 'Twitten' is that it creates a concealed dark area where teenagers/young adults congregate to socialise and drink alcohol etc leaving their rubbish such as glass bottles and tin cans behind on the ground and surrounding walls in the area which the local residents then have to clear up the next day.

Also on numerous occasions as I have walked up the Twitten there has been a strong smell of Cannabis there. Without street lighting this area makes an ideal out of the way area concealed area for underhand deals to take place. A number of times when I have walked up the Twitten I have noticed a group of young men behaving very suspiciously in this area as I have walked past them.

I have also walked up the Twitten in the evening on my way home from the cinema to go round the corner into Mount Pleasant where I came across a young man who was urinating up against the wall between the flats and the bungalow there. This is really unpleasant particularly for the residents that live in that location.

In conclusion Street lighting in Mount Pleasant is vital for the safety of the community who live in this area and have to walk along the road at night and also to deter anti social behaviour as this area becomes far more visible and open when illuminated with the presence of street lighting.

Therefore I believe some form of lighting in Mount Pleasant is imperative not just to the local residents but also for the wider community who walk backwards and forwards through this area to gain access to the High Street at all times of the day and night.

Meeting of the Environment & Leisure Committee

Monday 4 April 2022

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 and skatepark

- New bins have been delivered for Town waste and two skips of waste have been removed;
- Investigation required in dealing with drainage issues, awaiting outcome of meeting with developers at Ridgewood site;

Hempstead Lane Play Area and Hempstead Meadows

- Awaiting repair to crossbar of basket swing, struggling with suppliers;
- Minor work was carried out to the footpath however works have been postponed due to weather conditions;

Rocks Park Play Area

Nothing new to report.

Snatts Road Cemetery

Nothing new to report.

West Park Recreation Ground and WPLNR

Nothing new to report.

Boothland Wood

Nothing new to report.

Equipment & Vehicles

New ride on lawnmower arrived and in use.

Street Furniture & Lighting

New bench and licence ordered for London Road bus stop.

Ridgewood Recreation Ground

Nothing new to report.

Elizabeth Gardens

Nothing new to report.

Luxford Field and play area.

Nothing new to report.

2.0 Recommendations

2.1 Members are asked to note the report.

Contact Officers: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 7.2

TO CONSIDER PROPOSAL TO INTRODUCE WILDFLOWERS IN AREAS PREVIOUSLY MOWED

1.0 Summary

- 1.1 This report is a proposal to trail flowers at Elizabeth Gardens and Hempstead Pond, with a view to adding in other areas in the future, including the fringes of playing fields and other grassland areas owned by Uckfield Town Council.

2.0 Overview

- 2.1 Preparation would include clearing the ground to be seeded, rotivation and weed killing before seeding.
- 2.2 This could be done either with an annual seed mix which would give the best “show” of colour and flowers, and although described as “annual” would regenerate for a couple of years with diminishing blooms. This would require re-seeding every year.
- 2.3 A good suggestion would include:

Euroflor – Native pollinator mix; Native Pollinator:

- Creates stable habitats,
- A rich mix of annuals, biennials and perennials,
- High resistance to drought.

Native Pollinator is a valuable habitat mix for pollinating insects that only includes species native to the UK.



Or, a perennial mix would self-seed annually but would give less of a flowering window with a lesser “show” of bloom

2.4 Another good suggestion would be:

Rainbow Perennials:

- Ideal for more permanent displays
- Outstanding, innovative mix provides longer term savings
- Extended flowering period early spring through to late autumn

Rainbow Perennials, as the name suggests, contains predominantly perennial flower species to provide an extended and more permanent flowering display from early spring until late autumn throughout successive years.



3.0 Cost

3.1 Top soil - £75 per 1000kg – 500kg per 200m² site

Elizabeth Gardens would be a little under 400m²



Diagram 1: Elizabeth Gardens

Harland Pond area would be around 160m² (can be shrunk or expanded)



Diagram 2: Harland Pond

Prices for Seeds:

Euroflor 100% Flowers from Seed - Sowing rate 3-5Gm2 (200m2 per KG)

1 x 1kg	Native Pollinator	@ £175 per 1kg
1 x 1lg	Rainbow Perennials	@ £472.64 per 1kg

Neal Matheson
Countryside Ranger

4.0 Recommendation

- 4.1 Members are asked to note the report and advise the Clerk if they agree to these proposals.

Contact Officer: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 7.3

TO CONSIDER SIGNAGE FOR DUCKS CROSSING - MALLARDS POND

1.0 Summary

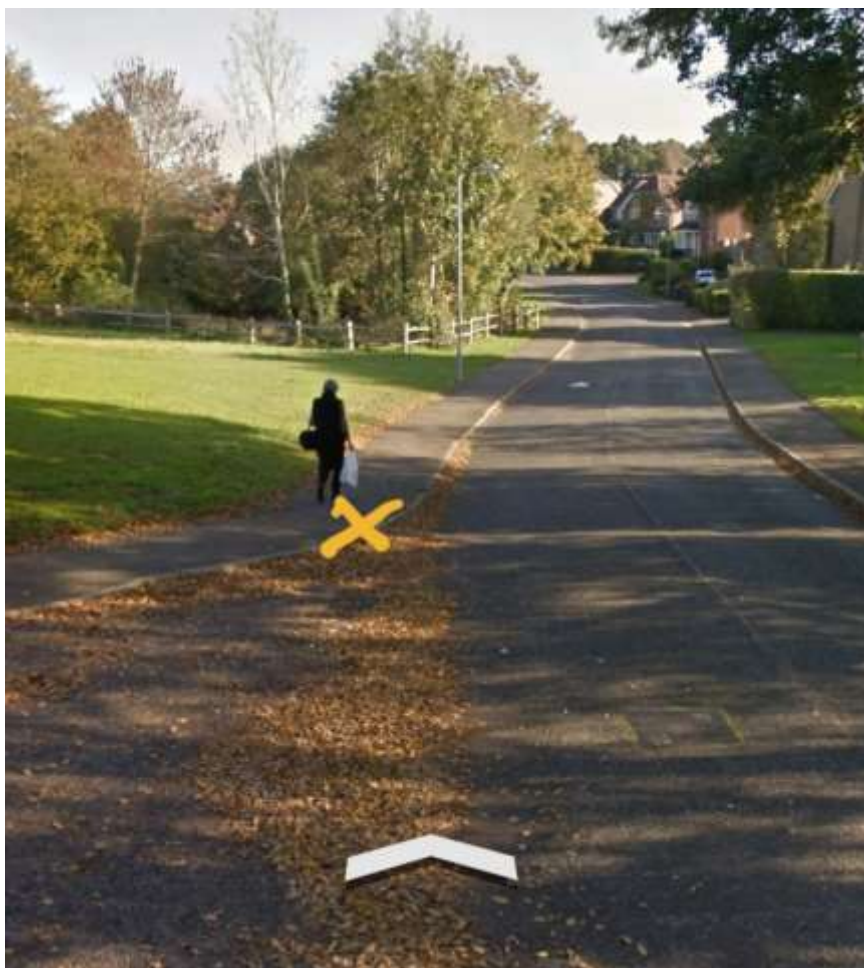
- 1.1 A local resident has requested signage to enable ducks crossing from Mallards Pond across Mallard Drive. The resident has observed that there are a large number of ducks at the pond, and that they cross the road regularly and sit in the road and that on some occasions, ducks are being hit by travelling cars.
- 1.2 He asked if it were possible to install 'Ducks Crossing' signs in both directions, which would prevent some of them being killed.
- 1.3 Comparatively, there are duck crossing signs at Piltdown Ponds as people are known to speed along here although Harlands Pond adjacent to Mallards Drive is also a residential area and there are speed humps to slow drivers down.

2.0 Proposed locations for signage

- 2.1 The resident suggested for a sign to be placed near 32 Mallard Drive and another on the corner of Swift Close (suggested locations placed in yellow on below photographs).



Screenshot 1: Mallard drive – suggested for a sign at yellow X



Screenshot 2: Mallard Drive – suggestion for a sign at yellow X

3.0 Costs involved

- 3.1 A licence would be required for both signs from East Sussex Highways if placed on ES Highways owned land which would cost a few hundred and it could take months to have this organised. Further costs would be incurred to purchase the signs and have contractors to install the signs on the footpaths.
- 3.2 An alternative solution is to have the signs mounted on posts on the grass area owned by the Town Council. This would not require licences but would still incur some cost for installation.

4.0 Recommendation

- 4.1 Members are asked to consider whether they wish to pursue the idea of installing 'Duck Crossing' signs at Mallards Pond and advise the Clerk accordingly.

Contact Officer: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 7.4

TO CONSIDER REQUESTING FOR DOGS TO BE PUT ON LEADS DURING BIRD NESTING SEASON IN THE TOWN COUNCIL'S ANCIENT WOODLANDS, AND WEST PARK LOCAL NATURE RESERVE

1.0 Dogs on leads during bird nesting season

- 1.1 The Ranger is requesting to put up polite notices at Nightingale Wood, Boothland Wood and West Park Local Nature Reserve asking people to keep their dogs on leads through the bird nesting season, worded as follows:

"This is ancient woodland (wood pasture at West Park) being one of the rarest habitats in Britain. Uckfield Town Council politely requests that dogs are kept on leads throughout the bird nesting season 1 March – 31 July.

*A suitable alternative natural green space for dog exercising **off leads** are at sites such as Horsted Green (SANGS), Victoria Pleasure Ground and West Park Recreation Ground. We thank you for your consideration."*

- 1.2 It is understood that the open spaces in Uckfield are enjoyed daily by pedestrians and dog walkers. We expect this to create some concern amongst dog walkers but and would recommend engaging local officials and stakeholders if there to assist with communication.

2.0 Problem with dog faeces in nature – news articles

- 2.1 Dog mess, has been mentioned in a few articles recently as dog mess is nutrient rich and is thought to have quite an impact on nature reserve ecology. Although the woods are not nature reserves the impact would still be the same.

The following article states:

<https://www.theguardian.com/environment/2022/feb/07/dog-pee-and-poo-harming-nature-reserves-study>

The Head Groundsman also provided the following link:

<https://www.sciencedirect.com/science/article/abs/pii/S016920462100164X>

3.0 Other ideas and suggestions

- 3.1 One way of lessening the amount of dog faeces in the woods might be to tackle it from a different angle and look at education around picking up after your dog etc. The Ranger definitely thinks there is a case for signage at West Park Local Nature Reserve. He has seen visitors letting their dogs foul both there and at Hempstead Meadows Local Nature Reserves.

4.0 Summary

- 4.1 The Ranger is becoming acutely aware of how activity such as this can impact on ancient woodland and in particular how affected the woods in Uckfield are becoming, especially as the adjacent fields are being developed. It is not just in terms of ecology, the woodland also represents a tangible link with the history of the area going back hundreds and hundreds of years. The stretch of ancient woodland of Mallard Drive is filled with doggy bags shoved into tree cavities. The Sussex Wildlife Trust have started denying access to some of their ancient woodlands, which the Ranger admits, would be extreme.

5.0 Recommendation

- 5.1 Members are asked to consider whether they agree to the proposal for dogs to be requested to be placed on a lead during bird nesting season in Boothland Wood, Nightingale Wood and West Park Local Nature Reserve (wooded area).

Contact Officer: Mark Francis

Meeting of the Environment and Leisure Committee

Monday 4 April 2022

Agenda Item 7.5

TO REVIEW THE WOODLAND TRUST'S LAKE WOOD PUBLIC MANAGEMENT PLAN FOR 2021-26

1.0 Overview

- 1.1 The Woodland Trust have approached the Town Council to advise that last year, they undertook a review of their management plan for Lake Wood but due to the serious IT issues they were unable to share a consultation version at that time.
- 1.2 The plan is reviewed every five years and they would welcome the Town Council's feedback or views before 22 April 2022.
- 1.3 Please find attached the public version of the management plan which should also be available on their website. Also attached is a legal map and a map showing the Ancient Woodland Inventory for the area which also includes Views Wood.

2.0 Recommendation

- 2.1 Members are asked to note the report and advise the Clerk if they have any comments or queries, which can be reported back to the Site Manager.

Appendices: Appendix A: Lake Wood Public Management plan
 Appendix B: Legal Map
 Appendix C: Views Wood and Lake Wood Map

Contact Officer: Mark Francis

Lake Wood

(Plan period – 2021 to 2026)



WOODLAND
TRUST

Management Plan Content Page

Introduction to the Woodland Trust Estate

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Introduction to the Woodland Trust Estate

The Woodland Trust owns and cares for well over 1,250 sites covering almost 30,000 hectares (ha) across the UK. This includes more than 4,000ha of ancient semi-natural woodland and almost 4,000ha of non-native plantations on ancient woodland sites and we have created over 5,000ha of new native woodland. We also manage other valuable habitats such as flower-rich grasslands, heaths, ponds/lakes and moorland.

Our Vision is:

“A UK rich in native woods and trees for people and wildlife.”

To realise all the environmental, social and economic benefits woods and trees bring to society, we:

- **Create Woodland** – championing the need to hugely increase the UK’s native woodland and trees.
- **Protect Woodland** – fighting to defend native woodland, especially irreplaceable ancient woodland and veteran trees; there should be no loss of ancient woodland
- **Restore Woodland** – ensuring the sensitive restoration of all damaged ancient woodland and the re-creation of native wooded landscapes.

Management of the Woodland Trust Estate

All our sites have a management plan which is freely accessible via our website

www.woodlandtrust.org.uk

Our woods are managed to the UK Woodland Assurance Standard (UKWAS) and are certified with the Forest Stewardship Council® (FSC®) under licence FSC-C009406 and through independent audit.

The following principles provide an overarching framework to guide the management of all our sites but we recognise that all woods are different and that their management also needs to reflect their local landscape, history and where appropriate support local projects and initiatives.

1. Our woods are managed to maintain their intrinsic key features of value and to reflect those of the surrounding landscape. We intervene in our woods when there is evidence that it is necessary to maintain or improve biodiversity, safety and to further the development of more resilient woods and landscapes.
2. We establish new native woodland for all the positive reasons set out in our Conservation Principles, preferably using natural regeneration but often by planting trees, particularly when there are opportunities for involving people.
3. We provide free public access to woods for quiet, informal recreation and our woods are managed to make them accessible, welcoming and safe. Where possible, we pro-actively engage with people to help them appreciate the value of woods and trees.
4. The long term vision for all our ancient woodland sites is to restore them to predominantly native species composition and semi-natural structure, a vision that equally applies to our secondary woods.
5. Existing semi-natural open ground and freshwater habitats are restored and maintained wherever their management can be sustained and new open ground habitats created where appropriate.
6. The natural and cultural heritage value of sites is taken into account in our management and in particular, our ancient trees are retained for as long as possible.
7. Land and woods can generate income both from the sustainable harvesting of wood products and the delivery of other services. We therefore consider the appropriateness of opportunities to generate income from our Estate to help support our aims.
8. We work with neighbours, local people, organisations and other stakeholders in developing the management of our woods. We recognise the benefits of local community woodland ownership and management. Where appropriate we encourage our woods to be used for local woodland, conservation, education and access initiatives.
9. We use and offer the Estate where appropriate, for the purpose of demonstration, evidence gathering and research associated with the conservation, recreational and sustainable management of woodlands. We maintain a network of sites for long-term monitoring and trials leading to reductions in plastics and pesticides.
10. Any activities we undertake are in line with our wider Conservation Principles, conform to sustainable forest management practices, are appropriate for the site and balanced with our primary objectives of enhancing the biodiversity and recreational value of our woods and the wider landscapes.

The Public Management Plan

This public management plan describes the site and sets out the long term aims for our management and lists the Key Features which drive our management actions. The Key Features are specific to this site – their significance is outlined together with our long, 50 years and beyond, and our short, the next 5 years, term objectives for the management and enhancement of these features. The short term objectives are complemented by an outline Work Programme for the period of this management plan aimed at delivering our management aims.

Detailed compartment descriptions are listed in the appendices which include any major management constraints and designations. Any legally confidential or sensitive species information about this site is not included in this version of the plan.

There is a formal review of this plan every 5 years and we continually monitor our sites to assess the success of our management, therefore this printed version may quickly become out of date, particularly in relation to the planned work programme.

Please either consult The Woodland Trust website

www.woodlandtrust.org.uk

or contact the Woodland Trust

operations@woodlandtrust.org.uk

to confirm details of the current management programme.

A short glossary of technical terms can be found at the end of the plan.

Location and Access

Location maps and directions for how to find and access our woods, including this site, can be found by using the following link to the Woodland Trust web-site which contains information on accessible woodlands across the UK

<https://www.woodlandtrust.org.uk/visiting-woods/find-woods/>

In Scotland access to our sites is in accordance with the Land Reform Act (of Scotland) 2003 and the Scottish Outdoor Access Code.

In England, Wales and NI, with the exception of designated Public Rights of Ways, all routes across our sites are permissive in nature and where we have specific access provision for horse riders and/or cyclists this will be noted in the management plan.

The Management Plan

1. Site Details
2. Site Description
3. Long Term Policy
4. Key Features
 - 4.1 f1 Historic Landscape
 - 4.2 f2 Ancient Semi Natural Woodland
 - 4.3 f3 Connecting People with woods & trees
5. Work Programme

Appendix 1 : Compartment Descriptions

GLOSSARY

1. SITE DETAILS

Lake Wood

Location:	Uckfield	Grid	reference:	TQ463217	OS	1:50,000	Sheet	No.	198
Area:	8.46 hectares (20.91 acres)								
External Designations:	Ancient Semi Natural Woodland, County Wildlife Site (includes SNCI, SINC etc)								
Internal Designations:	N/A								

2. SITE DESCRIPTION

Lake Wood is a 20 acre ancient woodland site on the western edge of Uckfield, East Sussex, on the boundary between the Low Weald and High Weald National Character Areas. The site was acquired by the Woodland Trust in 1993 from the Streatfeild family who had owned the wood since 1789. The site is bounded by farmland to the north, West Park Local Nature Reserve to the south (across Rocks Road) and the Uckfield by-pass to the west.

In the first half of the nineteenth century the southern part of the site was landscaped in the style of Capability Brown. An existing pond was enlarged by the building of an earth dam which created a 3 acre spring-fed lake. Carriage drives were put through the site including a tunnel under Rocks Road and a route across the dam. Many exotic and native trees and shrubs were planted, some of which still survive as large specimen trees. The site already benefited from the dramatic outcrops of Cretaceous Ardingly sandstone along the sides of the valley that runs east/west across the site. Where the rocks formed the shoreline of the new lake structures were cut into them including steps, tunnels and a boat-house.

The northern part of the site is largely overstood mixed coppice (including hazel, hornbeam and sweet chestnut) and semi-mature birch with oak standards. Ground flora includes extensive displays of wood anemones in the spring as well as coarse vegetation such as bracken and bramble.

The storm of 1987 severely damaged the site, blowing down many of the large specimen trees and approximately 100 oak standards allowing the spread of invasive *Rhododendron ponticum*. Since acquiring the site the Woodland Trust has cleared the rhododendron, with a lot of work being carried out by volunteer work parties. The clearance has revealed the sandstone outcrops within the wood which are of geological interest as well as for the lower plants (mosses, lichens, ferns) that grow on them. The removal of the rhododendron has also allowed the natural regeneration of trees and some heather on the rocks.

The site is heavily used by local people but suffers from regular anti-social behaviour problems such as camping, fires, swimming, litter and vandalism.

3. LONG TERM POLICY

To maintain Lake Wood's biodiversity, historic interest and natural beauty for the benefit of wildlife and people, there will need to be a varied woodland structure and a diversity of vegetation across the site. For the majority of the wooded area this can be achieved by a policy of minimum intervention, ie no silvicultural operations such as coppicing. The site will also be free from the damaging effects of invasive species such as *Rhododendron ponticum*. Dead or dying trees will be retained unless they pose a safety risk to surrounding roads and well-used paths. The specimen exotic tree species such as the conifers will be retained for their natural lifespan and any regeneration of these species will be retained unless it poses a threat to native woodland species.

The sandstone outcrops will be largely kept clear of heavily-shading vegetation (as recommended by Davey, 2005). This will require periodic, small-scale clearance or thinning of trees and shrubs, as identified through regular condition monitoring of the site. Periodic management of the trees and shrubs along the ride and path network will add to the structural diversity of the site by introducing some temporary open ground and scrub habitat as well as helping to maintain and improve public access to the site.

Lake Wood will continue to provide a low-key but visually impressive amenity, mainly for local visitors. The site will be regularly maintained, with clear Woodland Trust branding at the entrances but no on-site interpretation is envisaged. The anti-social behaviour problems will be monitored with the help of volunteer wardens and dealt with in conjunction with the police when necessary.

4. KEY FEATURES

4.1 f1 Historic Landscape

Description
<p>The landscaping of Lake Wood occurred in the late eighteenth and early nineteenth century after the site became part of the Rocks Estate in 1789, owned by the Streatfeild family. An existing spring-fed pond was enlarged by the building of the dam. Various features were carved out of the sandstone outcrops including tunnels, steps and a cave-like boathouse. A sandstone-block wall was built on the boundary along Rocks Road. Rides suitable for use by horse and carriage were also put through the wood via a tunnel under Rocks Road. The landscaping along with the planting of exotic trees and shrubs was designed to create an extension of 'the Gardens and Pleasure Grounds of Rocks House' and provide 'picturesque and romantic walks', a fashion of the time pioneered by Capability Brown.</p> <p>Many of these physical landscape features are still present on the site (predominantly in Subcpt 1a) along with some large specimen trees, both conifers and broadleaves. These include beech, lime, horse chestnut, sycamore, coastal redwood (<i>Sequoia sempervirens</i>), Wellingtonia (<i>Sequoiadendron giganteum</i>) and Monterey pine (<i>Pinus radiata</i>). The storm of 1987 blew down much of the remaining original planting and some of their decaying hulks can be seen across the site. The highly invasive and damaging <i>Rhododendron ponticum</i> was also probably introduced at this time but has now largely been eradicated from the site. Other non-threatening species such as azaleas are also still present.</p>
Significance
<p>The site is an interesting small-scale example of a designed historic landscape which has been allowed to develop naturally over 100+ years. In the last 20 years it has been sympathetically restored to remove the threat from invasive rhododendron and to preserve its historic features. In addition to its aesthetic and historic value the site contains important habitats such as veteran trees, sandstone outcrops, standing open water and ancient woodland. The site has been extensively studied by local ecologists over a long time and has an impressive list of species including various rare and protected plants and animals.</p>
Opportunities & Constraints
<p>Constraints:-</p> <p>The landscape features such as the lake, dam, retaining wall, steps, caves and tunnels are site hazards in relation to visitors and need to be considered when restoration, access and management are considered.</p> <p>Anti-social behaviour has caused damage to features and vegetation on a regular basis.</p> <p>Opportunities:-</p> <p>Restoring and maintaining some elements of the historic landscape will also improve various wildlife habitats present on the site, eg controlling invasive species such as rhododendron and managing the sandstone outcrop habitats.</p>
Factors Causing Change

<p>Dieback and death of specimen trees.</p> <p>Natural regeneration of birch, sycamore etc.</p> <p>Squirrel, deer and rabbit damage to regeneration and young trees.</p> <p>Invasive species eg rhododendron (if not controlled).</p>
<p>Long term Objective (50 years+)</p>
<p>In the long term Lake Wood should retain some key components of the historic designed landscape such as the lake, rock structures, boundary wall (where practical) and large specimen trees (exotic and native species). The site will be free from damaging invasive species such as Rhododendron ponticum.</p> <p>The dam will be in good, sound condition with the appropriate water level control in place (via a culvert) and with suitable vegetation on the downstream face to maintain stability (currently cherry laurel).</p> <p>The boundary wall will need to remain in place as it retains soil in some sections but its construction may be of a different material due to the lack of availability of the original sandstone blocks. Some sections that are not practical or cost-effective to rebuild may be removed and replaced with appropriate fencing.</p> <p>Many of the existing over-mature trees will have died or been windblown but another cohort of mature trees will have been recruited as potential veteran trees across the site. These are likely to be predominantly oak but other species should also be present including some exotic species where they don't pose a threat to the native woodland ecology.</p> <p>Tree cover on and around the sandstone outcrops will not compromise their geological and botanical interest.</p>
<p>Short term management Objectives for the plan period (5 years)</p>
<p>The historic landscape features will be maintained where appropriate and necessary and monitored to ensure they are in good, safe condition. In the 5-year plan period this will include the following:-</p> <ul style="list-style-type: none"> - Annual inspection of the lake overflow and maintaining the laurel on the dam as a hedge. - Ongoing repair programme to boundary wall/fence and emergency repairs as necessary. The wall will be free of encroaching and damaging vegetation such as ivy. - Remove approx. 20% of birch and holly etc from in front of rock outcrops on north side of the dry valley, Cpt 1a. <p>Assessment of extent of works to be made in 2023 (see ASNW KF).</p>

4.2 f2 Ancient Semi Natural Woodland

<p>Description</p>
<p>The whole site is classified as ancient semi-natural woodland although much of it was extensively modified in the late 18th and early 19th centuries by the enlargement of the lake and the planting of exotic trees and shrubs. The northern part of the site (Cpt 1b - 4.32ha) has a species composition and structure more typical of Wealden ancient woodland on base-poor sandy soils (National Vegetation Classification W10b - oak/bracken/bramble woodland, Anemone nemorosa subcommunity) with coppiced hazel, hornbeam and sweet chestnut and semi-mature oak standards. Other species include holly, sycamore, yew and birch, particularly in areas windblown in 1987 and subsequently left to regenerate. Ground flora includes woodland specialist species such as wood anemone, bluebell, wood sorrel, tutsan, primrose,</p>

wood spurge, Solomon's seal, wild garlic, early purple orchid and moschatel. Areas with a light tree canopy tend to have a ground flora dominated by coarse species such as bracken and bramble.
Significance
ASNW now covers just 2% of the UK and it is one of our richest habitats. Approximately 40% of England's ASNW is found in the south east with the High Weald being a concentration (>20% cover). ASNW is very important due to the continuity of woodland cover over hundreds of years. This allows for a diverse range of wildlife and vegetation to develop over time that cannot be found in recent woodland. Ancient woodland is irreplaceable and the prevention of its loss is one of the main aims of the Woodland Trust. Lake Wood has a well-studied and rich wildlife population close to an urban population. Its previous history has produced a unique site.
Opportunities & Constraints
<p>Constraints:- The small size of the woodland and difficult access limit management options.</p> <p>Opportunities:- To allow the woodland to develop with minimal intervention while monitoring its ecological condition.</p>
Factors Causing Change
<p>Tree disease including ash dieback (<i>Hymenoscyphus fraxineus</i>) and ink disease in sweet chestnut (<i>Phytophthora</i> spp). Deer, rabbit and squirrel damage to existing trees and inhibiting natural regeneration. Impacts from visitors particularly on ground flora.</p>
Long term Objective (50 years+)
The woodland will be allowed to develop largely by the processes of natural succession, with a long term increase in mature and veteran trees (broadleaved and the occasional conifer), and standing and fallen deadwood. Some structural diversity will be provided by the senescence and eventual regeneration of birch stands that grew up in the late 20th century. Canopy gaps will also be created by the death and windthrow of larger trees or loss of certain species due to disease. Some management of trees along rides and around the sandrock outcrops will add another structural element to the tree cover. There should be no damaging invasive species present but some exotic trees and shrubs will be retained where they do not pose a threat to the native woodland habitat.
Short term management Objectives for the plan period (5 years)
<p>To allow the process of natural succession to take place, no silvicultural interventions will take place within the majority of the woodland. To maintain and improve the ecological condition of the site the following objectives will be met in the 5-year plan period:-</p> <ul style="list-style-type: none"> - Any remaining rhododendron (scattered plants) will be controlled across the site. Also laurel seedlings in the valley west of the dam. The preferred method will be by hand-pulling. - To improve the ride network and the ecological condition of the sandrock outcrops some tree felling will be undertaken. This will concentrate on the historic carriage drive in the west of the site (approx 100m length) and the rock outcrops along the north side of the dry valley in the east of the site. Assessment of extent of works to be made 2023.

4.3 f3 Connecting People with woods & trees

Description
<p>Lake Wood is located on the western edge of the town of Uckfield, East Sussex (population in 2011: 14,490). The site is visually attractive with the lake, rocks and specimen trees. It is well used by local people and others from further afield. The site has a WT access category A: high usage site, regularly used at all times of year with more than 20 people using one entrance every day. There are 2 pedestrian access points from Rocks Road although parking is very limited. The rides and paths around the site take in the wooded area, the lake-shore and the rock outcrops. Paths become very muddy in wet weather and routes include steep, narrow sections and steps.</p> <p>The site's attractive nature and close proximity to Uckfield has led to regular, on-going issues with anti-social behaviour including litter, fires, camping, swimming, boating and vandalism. During the Covid-19 restrictions in 2020 the site received an unprecedented number of visitors over the summer with consequential impacts on habitats and wildlife. Support from volunteer wardens and others in the community has been vital to control the worst of the impacts.</p> <p>There is further public access land to the south of the site in West Park (owned and managed by Uckfield Town Council). Other accessible woodland in the area includes the Woodland Trust's Views Wood approximately a mile to the north-east and the Forestry Commission's Park Wood approximately 2 miles to the north-west.</p>
Significance
<p>Access to woodland provides an improved quality of life with benefits to both mental and physical health. Lake Wood provides the local community with a visually impressive site with an interesting history and very good wildlife habitat. Increasing the public's enjoyment and understanding of woodland is one of the main aims of the Trust and allowing open access to its sites is a crucial part of achieving this.</p>
Opportunities & Constraints
<p>Constraints: limited parking; adjacent busy roads; seasonally waterlogged soils; site hazards (lake, steps, cliffs). Anti-social behaviour.</p>
Factors Causing Change
<p>The public use of the site has increased over the years and is set to continue to increase as the local population expands.</p>
Long term Objective (50 years+)
<p>The wood will have a network of rides and paths open to the public for quiet informal recreation. It is not anticipated that the site will have additional signage, interpretation or infrastructure.</p> <p>Although visitor numbers are likely to increase they should not threaten the site's intrinsic visual appeal, visitor safety or wildlife habitat.</p>
Short term management Objectives for the plan period (5 years)

During this plan period, the short term objective is to continue to provide public access at Lake Wood which is safe, enjoyable and does not impact on the site's habitats or wildlife. This will be achieved by:-

- Annual ride/path cutting and entrance maintenance.
- Tree safety surveys and any resulting remedial work. Zone B survey every 3 years, next due: July 2018.
- Annual steps inspection of steps, wall, fences and lake overflow.
- Clear litter as necessary. To be carried out by WT staff, volunteers and contractors.
- Any serious anti-social behaviour issues reported to the police.

5. WORK PROGRAMME

Year	Type Of Work	Description	Due Date
2021	WMM - Invasive Plant Control	Works associated with the on-going management of invasive plants– such a repeat cutting and control treatments	April
2021	SL - Routine Safety Work	Works associated with undertaking planned visitor and structure safety orientated actions, such as erection/creation or maintenance of safety features such as fencing, rails, re-pointing of retaining walls etc	May
2021	CS - General Consultancy	Use of external consultant to support Woodland Trust site management	September
2022	AW - Visitor Access Maintenance	Works associated with the maintenance of existing visitor access infrastructure and paths. Work could include items such as repairing pot-holes and path surfaces, mowing grass paths, path widening, maintaining footbridges and steps, cleaning signage etc,	July
2022	WMM - Invasive Plant Control	Works associated with the on-going management of invasive plants– such a repeat cutting and control treatments	September
2023	AW - Visitor Access Maintenance	Works associated with the maintenance of existing visitor access infrastructure and paths. Work could include items such as repairing pot-holes and path surfaces, mowing grass paths, path widening, maintaining footbridges and steps, cleaning signage etc,	July
2023	WMM - Invasive Plant Control	Works associated with the on-going management of invasive plants– such a repeat cutting and control treatments	September
2023	WMM - Ride Management	Works associated with the management of existing rides/open areas for biodiversity - ride edge coppicing and thinning programmes, ditch works	October
2024	AW - Visitor Access Maintenance	Works associated with the maintenance of existing visitor access infrastructure and paths. Work could include items such as repairing pot-holes and path surfaces, mowing grass paths, path widening, maintaining footbridges and steps, cleaning signage etc,	July
2024	WMM - Invasive Plant Control	Works associated with the on-going management of invasive plants– such a repeat cutting and control treatments	September
2025	AW - Visitor Access Maintenance	Works associated with the maintenance of existing visitor access infrastructure and paths. Work could include items such as repairing pot-holes and path surfaces, mowing grass paths, path widening, maintaining footbridges and steps, cleaning signage etc,	July

Year	Type Of Work	Description	Due Date
2025	WMM - Invasive Plant Control	Works associated with the on-going management of invasive plants—such a repeat cutting and control treatments	September

APPENDIX 1 : COMPARTMENT DESCRIPTIONS

Cpt No.	Area (ha)	Main Species	Year	Management Regime	Major Management Constraints	Designations
1a	4.11	Mixed broadleaves	1850	Min-intervention	Gullies/Deep Valleys/Uneven/Rocky ground, Housing/infrastructure, structures & water features on or adjacent to site	Ancient Semi Natural Woodland, County Wildlife Site (includes SNCI, SINC etc)
<p>Southern part of the site including man-made lake with dam (approx. 1ha) and Cretaceous sandstone outcrops forming the edges of a dry valley running from E to W. The area contains large, mature native and exotic trees planted in the first half of the 19th century. Species include beech, lime, sweet chestnut, horse chestnut, sycamore, coast redwood, Wellingtonia and Monterey pine. The eastern and western arms of the lake have wet woodland with alder, willow and birch. Previously heavily infested with <i>Rhododendron ponticum</i>, now largely removed and controlled. Cleared areas have regenerated mainly with birch and sycamore. In the more open areas ground flora is dominated by coarse species such as bracken and bramble. To the south the site is bounded by a historic sandstone block wall along Rocks Road, with similar mixed habitat on the other side of the road.</p>						
1b	4.32	Oak (pedunculate)	1900	Min-intervention	Gullies/Deep Valleys/Uneven/Rocky ground, Sensitive habitats/species on or adjacent to site	Ancient Semi Natural Woodland, County Wildlife Site (includes SNCI, SINC etc)
<p>Northern part of the site. Ancient semi-natural woodland (NVC W10b). Significant windblow of large trees in 1987 has giving rise to areas of birch regeneration. Overstood hazel and hornbeam coppice with oak standards in the west. Semi-mature birch, oak standards and mixed overstood coppice (sweet chestnut, birch, hazel, sycamore) occasional conifer in east. Ground flora contains abundant wood anemone along with bracken and bramble. To the west is the A22. To the north is farmland (mainly grass) with some young woodland in the west.</p>						

Ancient Woodland

Ancient woods are defined as those where there has been continuous woodland cover since at least 1600 AD. In Scotland ancient woods are defined strictly as sites shown as semi-natural woodland on the 'Roy' maps (a military survey carried out in 1750 AD, which is the best source of historical map evidence) and as woodland all subsequent maps. However, they have been combined with long-established woods of semi-natural origin (originating from between 1750 and 1860) into a single category of Ancient Semi-Natural Woodland to take account of uncertainties in their identification. Ancient woods include Ancient Semi-Natural Woodland and plantations on Ancient Woodland Sites (see below). May support many species that are only found in ancient woodland.

Ancient Semi - Natural Woodland

Stands in ancient woods defined as those consisting predominantly of native trees and shrubs that have not obviously been planted, which have arisen from natural regeneration or coppice regrowth.

Ancient Woodland Site

Stands in ancient woods that have been converted to plantations, of coniferous, broadleaved or mixed species, usually for timber production, including plantations of native species planted so closely together that any semi-natural elements of the understorey have been suppressed.

Beating Up

Replacing any newly planted trees that have died in the first few years after planting.

Broadleaf

A tree having broad leaves (such as oak) rather than needles found on conifers (such as Scots pine).

Canopy

The uppermost layer of vegetation in a woodland, or the upper foliage and branches of an individual tree.

Clearfell

Felling of all trees within a defined area.

Compartment

Permanent management division of a woodland, usually defined on site by permanent features such as roads. See Sub-compartments.

Conifer

A tree having needles, rather than broadleaves, and typically bearing cones.

Continuous Cover forestry

A term used for managing woods to ensure that there are groups or individual trees of different ages scattered over the whole wood and that some mature tree cover is always maintained. Management is by repeated thinning and no large areas are ever completely felled all at once.

Coppice

Trees which are cut back to ground levels at regular intervals (3-25 years).

Exotic (non-native) Species

Species originating from other countries (or other parts of the UK) that have been introduced by humans, deliberately or accidentally.

Field Layer

Layer of small, non-woody herbaceous plants such as bluebells.

Group Fell

The felling of a small group of trees, often to promote natural regeneration or allow planting.

Long Term Retention

Discrete groups of trees (or in some cases single trees) that are retained significantly past their economic felling age. Operations may still be carried out within them and thinning is often necessary to maintain stability.

Minimum Intervention

Areas where no operations (such as thinning) will take place other than to protect public safety or possibly to control invasive exotic species.

Mixed Woodland

Woodland made up of broadleaved and coniferous trees.

National vegetation classification (NVC)

A classification scheme that allows an area of vegetation to be assigned to the standardised type that best matches the combination of plant species that it contains. All woodlands in the UK can be described as being one of 18 main woodland types (W1 - W18), which principally reflect soil and climatic conditions. For example, Upland Oakwoods are type W11, and normally occur on well drained infertile soils in the cooler and wetter north and west of Britain. Each main type can be subdivided into numerous subtypes. Most real woods contain more than one type or sub-type and inevitably some woods are intermediate in character and can't be properly described by any sub type.

Native Species

Species that arrived in Britain without human assistance.

Natural Regeneration

Naturally grown trees from seeds falling from mature trees. Also regeneration from coppicing and suckering.

Origin & Provenance

The provenance of a tree or seed is the place where seed was collected to grow the tree or plant. The origin is the geographical location within the natural range of a species from where seeds/tree originally derives. Thus an acorn collected from a Turkey oak in Edinburgh would have an Edinburgh provenance and a southern European origin.

Re-Stocking

Re-planting an area of woodland, after it has been felled.

Shrub Layer

Formed by woody plants 1-10m tall.

Silviculture

The growing and care of trees in woodlands.

Stand

Trees of one type or species, grouped together within a woodland.

Sub-Compartment

Temporary management division of a compartment, which may change between management plan periods.

Thinning

The felling of a proportion of individual trees within a given area. The remaining trees grow to fill in the space created.

Tubex or Grow or Tuley Tubes

Tubes placed over newly planted trees or natural regeneration that promote growth and provide protection from animals such as rabbits and deer.

Weeding

The control of vegetation immediately around newly planted trees or natural regeneration to promote tree growth until they become established.

Windblow/Windthrow

Trees or groups of trees blown over (usually uprooted) by strong winds and gales.

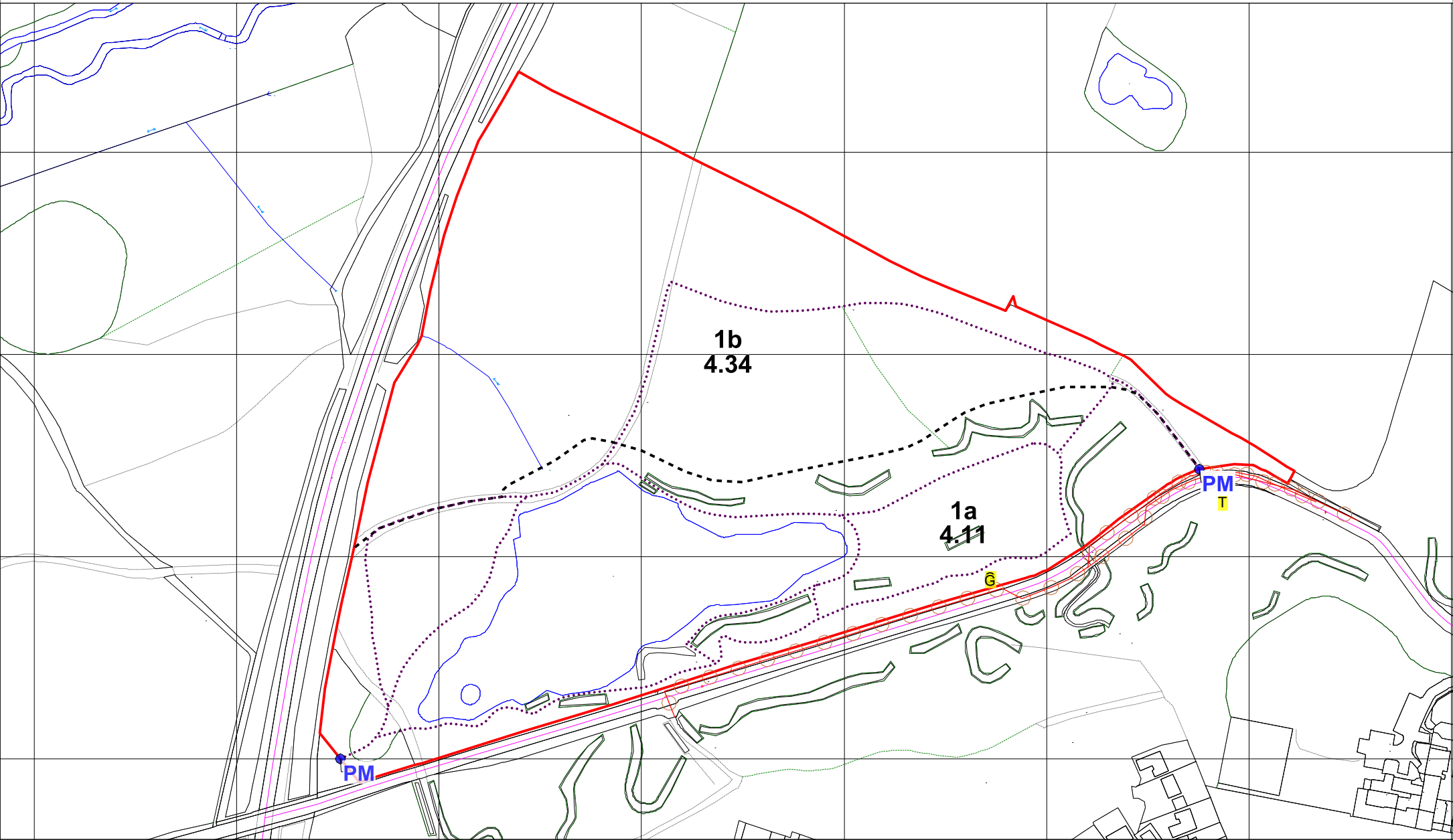
Registered Office:

The Woodland Trust, Kempton Way, Grantham, Lincolnshire NG31 6LL.

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Lake Wood

Legal map

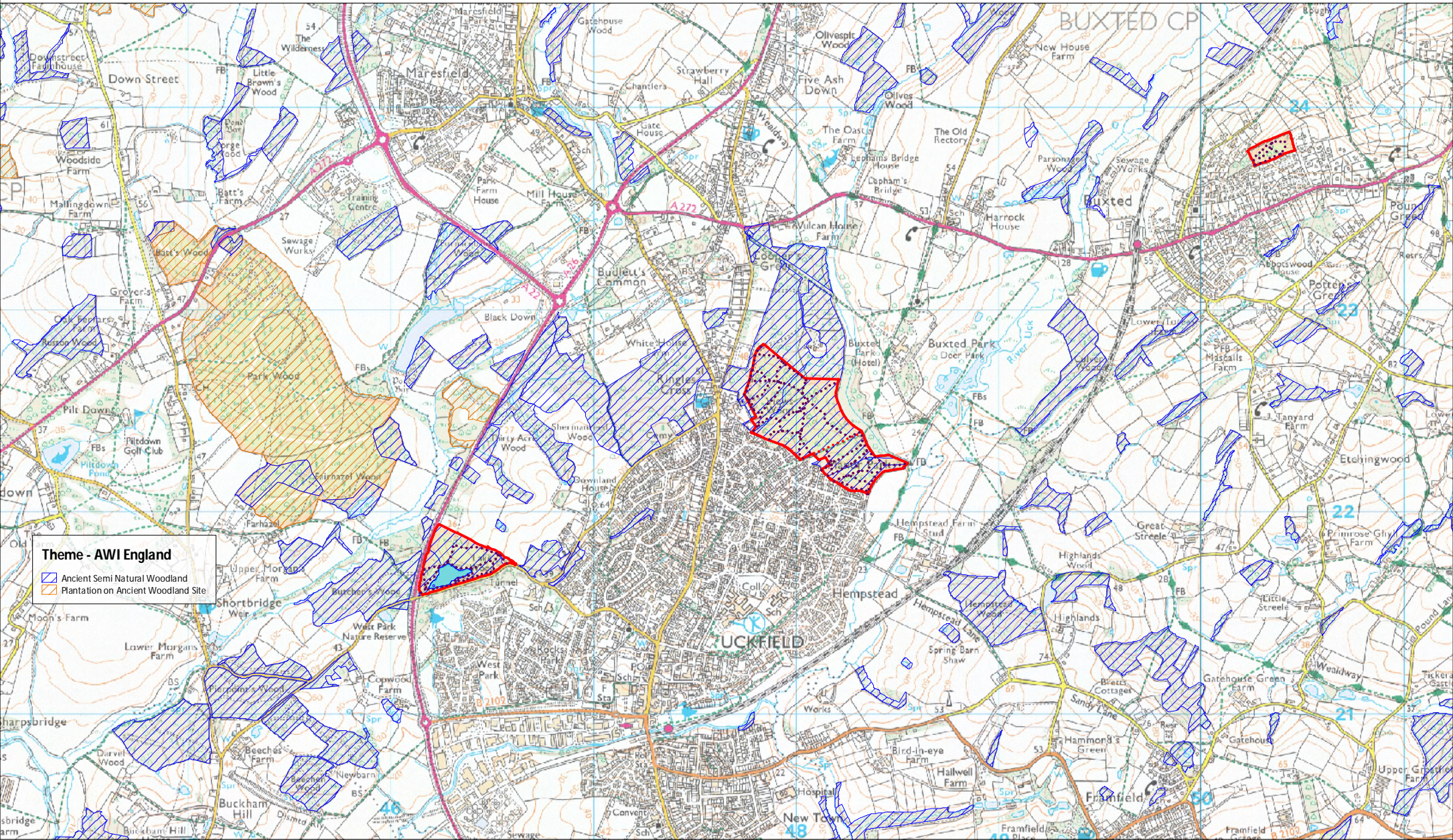


Views Wood and Lake Wood

Ancient Woodland Inventory



WOODLAND
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The Woodland Trust is a registered charity
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Scotland no. SC038885.

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Date: 08.02.19

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Meeting of the Environment & Leisure Committee

Monday 4 April 2022

Agenda Item 8.1

TO NOTE THE REVISED STRUCTURE OF THE FEES AND CHARGES FROM 1 APRIL 2023

1.0 Summary

- 1.1 This report seeks to provide a reminder of a resolution which was approved at the Environment & Leisure Committee meeting on 10 January 2022, with regard to the fees and charges for allotments from 1 April 2023.
- 1.2 Following an update to attendees at the Allotment Conference in November 2021, members of Environment & Leisure Committee were provided with a copy of the presentation and associated information. This advised that the Allotment Working Group had reconvened in the summer of 2021, to review in detail their proposed changes in fees and charges and to analyse in detail how fees and charges could be increased to reflect increasing management and maintenance costs, but provide fairness for all allotment holders in the methodology applied.
- 1.3 The changes for 1 April 2023, were agreed by members of Environment & Leisure Committee on 10 January 2022:

8.0 LEISURE

8.1 Revised proposals for changes to the Allotment fees and charges from 1 April 2023

One council member, Cllr D. Bennett, declared an interest as an allotment holder and so he was excluded from taking part in these discussions.

Having reviewed the contents of the report and accompanying powerpoint presentation from the allotment conference on 10th November 2021, these recommendations had highlighted the true costs of managing the allotments which had been heavily subsidised by the Town Council over the past few years. Members agreed that this was not sustainable.

Although there had been one or two concerns received from tenants, overall the response from tenants about the new proposals had been more positive with a

clear view of the problems being faced by the Town Council whilst trying to cover its various running costs.

A member of the Allotment Working Group explained that they had recognised that better communication was needed with our allotment tenants going forward and that lessons had been learnt.

Members were in support of the new set of proposals. There would be a fee for each plot based on plot size and separate water charge (as it is now) but the new structure would include an additional administration charge of £15 per plot (per annum), regardless of size. This would come into effect on 1 April 2023 and run for that financial year, with invoices then being sent out every April. This would include an interim charging period between October 2022 and 1 April 2023 (with no administrative charge).

EL.53.01.22Members noted the report and **RESOLVED** to:

- (i) agree to the proposed changes for fees and charges for allotments from 1 April 2023 as set at the Allotment Conference on 10th November 2021.

2.0 New structure of fees and charges starting 1 April 2023

- 2.1 The working group recommended maintaining the current structure for the fees and charges as both tenants and staff understood the methodology used. It includes setting a rental fee per square metre and adding a separate water charge based on the calculation of the water bills the Town Council receive for each site, per year.
- 2.2 To help contribute to the additional costs incurred by the Town Council to administer and maintain the allotments, the working group proposed that a standard yearly administration/maintenance charge of £15 per plot (per annum) be applied to each plot. The average administrative cost per plot had been calculated at £15.82. Without the additional administration fee, the council would be managing the allotments at a significant loss. It should be noted that one third of the Senior Administrative Officer's time is spent looking after the Town Council's allotment sites throughout the year. These costs have never been accounted for.
- 2.3 The working group also reviewed concessionary rates and would retain concessions on rental fees only, and retain deposits at a fee of £52.00.
- 2.4 The working group also recognised that the water costs had risen sharply over the last few years and that it would be better to show those water costs separately to the plot charges, as the water charges were not within our control.

3.0 Summary of fees and charges

- 3.1 Keeping the same structure of fees and charges and adding a standard yearly administration/maintenance charge of £15 per plot (accrued year on year).

Nb. Calculations:

£0.15p/m² with same discounts

Admin fee £15 (annual increase)

Water

Deposits £52 (no annual increase)

Nb. Interim period October 2022 – April 2023 (plot fee charge /no water charge).

1 April 23 – April 24 (same structure with admin charge).

4.0 Better communication

- 4.1 Whilst seeking to engage better with our allotment stakeholders and the Allotment Association it has been noted by all that it would be best practice for individual groups to come together to help improve communication between all allotment stakeholders - UTC staff, councillors, tenants and the Allotment Association. It was also felt that support needed to be provided to the Allotment Association to build on existing membership levels and for allotment holders to fully understand the benefits of joining the association.
- 4.2 This year, allotment checks would be carried out by council officials, not just the grounds staff, to ensure tenants felt more engaged with the Town Council and that allotment plots are kept cultivated. The checks would be carried out by Councillor K. Bedwell, The Secretary of the Allotment Association and UTC Allotments Clerk at the end of March, July and November.
- 4.3 It was also decided that it would be a good idea to continue having allotment working group meetings and for these to be used as a platform for any future issues raised by tenants for discussion. Members also agreed that a representative from each allotment site would also be a good idea and that a plan on how to achieve this would be raised at the next working group meeting.

5.0 Renewing contracts

- 5.1 All allotment tenants would be issued with a new allotment agreement/contract beginning 1 April 2023 which would also include a copy of the updated allotment rules and regulations. Further information on this and the fees and charges would be communicated over the next 12 months prior to the new commencement of procedures from 1 April 2023.

6.0 Tenants in arrears of paying an invoice

- 6.1 Members decided that we need to be stricter on arrears of invoice payments. Thirty days' notice to pay is sufficient. It has been highlighted that we should compare to the terms of Civic Centre rentals and follow the same payment terms.

7.0 Recommendation

- 7.1 Members are asked to note the contents of the report.

Contact Officer: Rachel Newton

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TO NOTE AN UPDATE ON THE 2022 ALLOTMENT COMPETITION

1.0 Summary

- 1.1 This report provides an update on the allotment competition for 2022. The competition categories have been agreed between Uckfield Town Council and the competition sponsors Staverton's Nursery.

2.0 Update on Allotment Competition for 2022

- 2.1 Staverton's Nursery has sponsored the Allotment Competition for the last three years providing the judges and the winners' garden vouchers. The competition was cancelled in 2021 due to Covid 19.
- 2.2 Officers have discussed the categories and how the competition could be improved with from Staverton's and it is proposed to move forward with the following proposals.

3.0 Retaining the entry form

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

The entry form allows us to:

- *find out how many hours the plot holder has available to spend on their allotment. This will allow the judges to assess the plot according to the time spent on it;*
- *get a personal statement from the plot holder so that we have a better understanding of what they are trying to do on their allotment. Plot holders will be able to expand on what they grow and why. This should allow us to capture any monocultures, no dig, organic approaches etc.*

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

4.0 Prizes

4.1 Overview

This year we are removing the People's Choice award as this gained little support in 2020 and increased the amount of vouchers previously provided by Staverton's. In addition, we will be introducing a new ruling that those who have won in the previous two competitions are unable to enter. This is a similar rule to that used by the RHS at its flower shows and competition.

- 4.2 The closing date for the allotment competition this year, is Friday 1 July 2022

4.3 Best Kept Allotment

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

Five winners receive £25 in garden vouchers

£125

4.4 Overall Winner

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

4.5 Ecological Award

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

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

One winner receives £25 in garden vouchers

£25

4.6 Children's award (up to 12years)

Once again, we intend to allow children to choose what they want to grow. There will be a children's entry form for them to complete available online and in hard copy.

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

One winner receives £25 in garden vouchers

£25

5.0 Sponsorship

5.1 Staverton's have kindly agreed to sponsor the competition again this year. The total sponsorship will be **£175**.

5.2 The judging will take place in the first week of July – weather dependent – because this is better to judge all the produce being cultivated (even if they are not fully mature).

6.0 Communication

6.1 Communicating these changes will be important and will take place via an e-newsletter and notices. Survey Monkey will be used for the online entry forms. The detailed e-newsletter with links to all of the forms will be sent out in April 2022, and information also provided in the May edition of Uckfield Matters.

7.0 Recommendations

7.1 Members are asked to note the report.

Contact Officers: Tracy Atchison, Rachel Newton

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AGE CONCERN UPDATE

1.0 Summary report

- 1.1 As recorded in my last report, there have still been no face to face meetings, but the committee receive regular updates on the provision of facilities to the groups of service users.

There had been a regular demand for doctors and hospital visits. The level of demand had varied considerably from week to week, but the group still provided a much needed service to the community at large.

However, the group Chairman, Mr Ian Jaffrey, had recently advised that he intended to resign on 31 March 2022 and at present, there was no one willing to take on the position. This would leave the group at odds with its charitable status which requires in the constitution for that position to be filled.

The members are currently investigating alternative ways forward to ensure the continuation of this valuable community service.

Councillor C. Macve

2.0 Recommendations

- 2.1 Members are asked to note the report and provide any comments.

Contact Officer: Rachel Newton

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LUXFORD CENTRE MANAGEMENT COMMITTEE MEETING UPDATE

1.0 Summary report

- 1.1 The Executive Committee held on 25 March 2022 by Zoom was pleased to welcome David Lucas. David has taken over as Bookings Secretary from Sandie Boniface. David confirmed that he was willing to become a Trustee and this was duly proposed and seconded and unanimously agreed that he be co-opted. Grateful thanks were recorded for the service Sandie had given to the group and her resignation reluctantly accepted.

The Treasurer confirmed the receipt of further grant aid from Wealden which shows the finances in a healthy position. Considerations followed on the ongoing contact with Castle Water and the efforts to resolve all the accounting problems they had experienced on the water supply contract.

The House Committee reported the continuing increase in numbers as members were now slowly returning as and when they felt safe to re-join. Trips and outings were being reintroduced and the level of support had been encouraging.

The Chairman confirmed he has had contact with two architectural designers about taking forward the scheme to provide an additional storage area on the south of the building. Once the third estimate is received the G.P.C. would instruct the successful one to proceed with the preparation of an application for Planning Permission.

After discussion, it was agreed that the AGM on 14 May 2022 would be held as a face to face event as it was felt this would encourage more members to attend.

Councillor Chris Macve

2.0 Recommendation

- 2.1 Members are asked to note the report.

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REPORTS FROM OUTSIDE BODIES: UCKFIELD RAILWAY LINE PARISHES COMMITTEE

1.0 Summary report

The service on our line was felt to be generally reasonable. However, the travel patterns appear to have altered in that pre-covid, the majority of journeys were commuters and the minority were for leisure.

Now, this seems to have reversed with the majority being leisure i.e. out of rush hour timing, but this could be as a result of a change in waste patterns.

The new timetable still shows only a two-hourly service midday. There are still occasional turn arounds at Crowborough despite all the pressure to avoid this situation.

The recent STR Stakeholder conference and forthcoming TFSE conference both have mention of the importance of rail transport and efforts to improve the level of service.

The TFSE are consulting on their plan in June which will then proceed to another plan for finalisation mid-2023 with 51% of the budget planned for the rail system.

BMLZ is also mentioned so possibly this scheme is not yet dead, hopefully!

Councillor C. Macve

2.0 Recommendation

2.1 Members are asked to note the report.

Contact Officer: Rachel Newton