



# UCKFIELD TOWN COUNCIL

Council Offices, Civic Centre  
Uckfield, East Sussex, TN22 1AE

Tel: (01825) 762774 Fax: (01825) 765757

e-mail: [townclerk@uckfieldtc.gov.uk](mailto:townclerk@uckfieldtc.gov.uk)

[www.uckfieldtc.gov.uk](http://www.uckfieldtc.gov.uk)

**Town Clerk – Holly Goring**

## YOU ARE HEREBY SUMMONED TO A MEETING OF UCKFIELD TOWN COUNCIL

**Monday 11 April 2022 at 6.15pm  
Weald Hall, Civic Centre, Uckfield**

**PRESENTATION FROM THE CHIEF EXECUTIVE OF WEALDEN CITIZEN'S ADVICE**

**FULL COUNCIL AGENDA COMMENCES AT:  
Monday 11 April 2022 at 7.00pm Weald Hall,  
Civic Centre, Uckfield**

### AGENDA

Under The Openness of Local Government Bodies Regulations 2014, members of the public are able to film or record during a committee meeting.

#### **1.0 DECLARATIONS OF INTEREST**

Members and Officers are reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on this Agenda. Should any Member consider that they require a dispensation in relation to any prejudicial interest that they may have, they are asked to make a written application to the Clerk well in advance of the meeting.

Notice should be given at this part of the meeting of any intended declaration. The nature of the interest should then be declared later at the commencement of the item or when the interest becomes apparent.

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

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

#### **4.0 APOLOGIES FOR ABSENCE**

#### **5.0 MINUTES**

5.1 To **RESOLVE** that the minutes of the Full Council on 28 February 2022 be taken as read, confirmed as a correct record and signed by the Town Mayor.

5.2 Action list – For information only  
(Attached)

**6.0 COMMITTEE MINUTES**

- 6.1 To note the acts and proceedings of the following committee meetings:-
- |     |                                   |                     |
|-----|-----------------------------------|---------------------|
| (a) | Plans Committees                  | 7 and 28 March 2022 |
| (b) | Environment and Leisure Committee | 4 April 2022        |
| (c) | General Purposes Committee        | 14 March 2022       |

**7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

- (i) The Uckfield Town Centre Regeneration Joint Committee
- (ii) Neighbourhood Plan Steering Group
- (iii) Gatwick Airport Consultation Group

**8.0 TO RECEIVE REPORTS FROM WORKING GROUPS**

- (i) Civic Centre Working Group
- (ii) Uckfield – Events Working Group (Attached)
- (iii) Uckfield Dementia Forum (Attached)

**9.0 END OF YEAR PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES FOR 2021/22 (Attached)**

**10.0 TO CONSIDER AN ENQUIRY FROM GLADMAN DEVELOPMENTS REGARDING THE DISCHARGE OF WATER FROM LAND OFF EASTBOURNE ROAD (Application number: WD/2020/0410/MAO) (Attached)**

**11.0 TO CONSIDER PROVIDING A FINANCIAL CONTRIBUTION TO UCKFIELD FESTIVAL'S CLASSIC CAR SHOW (Attached)**

**12.0 TO NOTE THE MAYOR'S ENGAGEMENTS (Attached)**

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

**14.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED**

**15.0 TOWN CLERK'S ANNOUNCEMENTS**

**16.0 CHAIRMAN'S ANNOUNCEMENTS**

**17.0 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:

- 17.1 S.85 of the Local Government Act 1972 (Attached)



**Town Clerk**  
5 April 2022

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of **UCKFIELD TOWN COUNCIL** held  
on Monday 28 February 2022 at 7.00 pm  
in the Weald Hall, Civic Centre

**PRESENT:**

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

**IN ATTENDANCE:**

No members of the public  
1 member of the press (recording)  
County Councillor Chris Dowling

Holly Goring                      Town Clerk  
Minutes taken by Holly Goring

Before the meeting started, the Town Mayor, Councillor Jackie Love expressed that the thoughts of Uckfield Town were with Ukraine at this very difficult time.

**1.0 DECLARATIONS OF INTEREST**

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on the agenda. They were advised that notice should be given at this part of the meeting of any intended declaration and that the nature of the interest should then be declared later at the commencement of the item or when the interest became apparent.

Councillor P. Sparks declared a prejudicial interest in agenda item 9.0, as a result of being the Chair of the Uckfield Volunteer Centre.

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

None received.

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

**FC.86.02.22** It was **RESOLVED** to suspend Standing Orders to enable Council representatives to speak.

Councillor Chris Dowling passed on the apologies of Councillor Claire Dowling

who had been unwell that day.

Councillor Chris Dowling explained that the snagging works due to be undertaken by Kier on behalf of UKPN were in the process of being planned and it was hoped that they would return soon to make good. It was thought that the works were fairly limited and should not be too intrusive on the town.

Contact had been made with East Sussex Highways to understand the current position with regards to the traffic calming works planned for Lewes Road, as part of the S106 agreement for Ridgewood Place. These works were getting closer, but other work was scheduled to take place on Lewes Road first, so it was a case of awaiting road space for this to be carried out safely.

The works to repair the damaged drain at the top of Lewes Road were scheduled in for 4 April 2022. Councillor Dowling was aware that there had been a long wait for these works, but at present this was the date scheduled.

East Sussex County Council had adopted the budget for 2022-23 at their meeting of Full Council on 8 February 2022. This had included funding towards climate change initiatives and a commitment towards highway works over the next three years. This would result in the amount of council tax for a band D property for the year 2022/23 as £1,613.34 and would represent a 4.49% (*2.5% of which relates to the Adult Social Care precept*) increase on the previous year.

Councillor K. Bedwell was pleased to hear that the drainage works were now scheduled in Lewes Road. Councillor K. Bedwell advised that she had contacted Councillor Dowling during the half term break to enquire about a traffic survey being completed in Framfield Road and on the Mallard roundabout. The Town Council had previously expressed its concerns with traffic monitoring surveys being undertaken in school holidays, and the equipment installed had been clearly marked as East Sussex Highways' equipment but strange that no agency appeared to know why the surveys had been commissioned.

Councillor P. Sparks updated members on district council business, advising that he had recently attended a meeting relating to Freedom Leisure. East Sussex County Council had put out an expression of interest as part of a tender process before Christmas and were continuing their liaison to obtain interest in the Heathfield and Uckfield Leisure Centres.

The Town Clerk clarified that the tender process had previously been discussed at a meeting of the Full Council back in the autumn, and the tender process had included Ringmer Pool as well, as the agreement on this was due to expire this year also.

Councillor S. Mayhew asked what plans were being put in place if no organisation could be found to take on the existing contract. Councillor P. Sparks advised that both leisure centres were extensively used by the adjacent secondary schools and there would be continuation with Freedom Leisure who were currently managing the sites. Councillor J. Edwards also noted that Freedom Leisure owned the equipment within the Uckfield Leisure Centre so this would be an important factor to take into account if any changes occurred. Councillor P. Sparks advised that Wealden DC were holding a further Health & Wellbeing working party meeting where discussions would continue on the

importance of leisure facilities, and the health and wellbeing of Wealden's residents.

Work had slowed on the Local Plan whilst discussions were underway with the Rt Hon Mr Michael Gove and central government with regards to housing numbers. Wealden DC were hopeful that a response would come back with more positive news.

**FC.87.02.22** Councillors were thanked for their input and updates, and subsequently **RESOLVED** to reinstate Standing Orders.

#### **4.0 APOLOGIES FOR ABSENCE**

Apologies had been received from Councillors D. Bennett, H. Firth, C. Macve, G. Johnson, A. Smith and C. Snelgrove, and Youth Member Becky Ikeson.

#### **5.0 MINUTES**

5.1 To resolve that the minutes of the meeting of Full Council on 17 January 2022 to be taken as read, confirmed as a correct record and signed by the Mayor.

**FC.88.02.22** It was **RESOLVED** that the minutes of the meeting of Full Council on the 17 January 2022 be taken as read, confirmed as a correct record and signed by the Mayor.

#### **5.2 Action List**

Members reviewed the action list and agreed that the following actions could now be removed:

FC57.09.19 – Youth food poverty

FC64.12.21 – Oak Tree, Snatts Road Cemetery

Members subsequently noted the report.

#### **6.0 COMMITTEE MINUTES**

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

(a) Plans Committee of the 24 January and 14 February 2022

**FC.89.02.22** It was **RESOLVED** to note the acts and proceedings of the Plans Committees of the 24 January and 14 February 2022.

(b) Environment & Leisure Committee of the 21 February 2022

**FC.90.02.22** It was **RESOLVED** to note the acts and proceedings of the Environment and Leisure Committee of the 21 February 2022.

(c) General Purposes Committee of the 31 January 2022

**FC.91.02.22** It was **RESOLVED** to note the acts and proceedings of the General Purposes Committee of the 31 January 2022

#### **7.0 TO RECEIVE REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES**

(i) The Uckfield Town Centre Regeneration Joint Committee

Nothing to report at present.

(ii) Neighbourhood Plan Steering Group

Nothing to report at present.

(iii) Gatwick Airport Consultation Panel  
Nothing to report at present.

## **8.0 TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS**

(i) Civic Centre Working Group  
Nothing to report at present.

(ii) Uckfield Dementia Forum  
Nothing to report at present.

(iii) Uckfield – Events Working Group  
Nothing to report at present.

## **9.0 TO REVIEW THE PROPOSED SERVICE LEVEL AGREEMENTS BETWEEN UCKFIELD TOWN COUNCIL AND THE UCKFIELD VOLUNTEER CENTRE AND WEALDEN CITIZEN'S ADVICE FOR 2022-23**

Further to the approval of General Purposes Committee in the autumn, and full Council during the budget setting process for 2022-23, members had already supported the need to strengthen existing procedures for the granting of funding under service level agreements to both the Uckfield Volunteer Centre and Wealden Citizen's Advice.

Draft service level agreements had been drawn up between Uckfield Town Council and these organisations for a period of 12 months, and funding had been allocated within the 2022-23 budget for Uckfield Volunteer Centre for £8,000 and £19,000 for Wealden Citizen's Advice.

Members clarified the length of term, with the Town Clerk advising that the strengthened procedures had been put in place for an initial 12 months, with the intention that during the next budget setting process for 2023-24, it was thought that this could be extended to 24 months (2 years).

Members were in support of authorising the sign off of these service level agreements once the information had been agreed and statistics updated by the organisations. Councillor B. Cox offered to be one of the two signatories required.

**FC.92.02.22** Members **RESOLVED** to approve the contents of the draft service level agreements, and to authorise for two Town Councillors to sign the service level agreements with Uckfield Volunteer Centre and Wealden Citizen's Advice once both parties were satisfied with the contents.

## **10.0 TO CONSIDER A RESPONSE FROM UCKFIELD TOWN COUNCIL TO WEALDEN DC'S INVESTMENT IN HEALTH AND LEISURE FACILITIES**

Wealden DC had issued a press release in December 2021, outlining their plans for improved health and leisure facilities in the district, using Community Infrastructure Levy funding. This press release and decision had omitted improvements in the central area of the district – such as Heathfield and Uckfield, and it was felt that more understanding was needed as to how the CIL money held by the local planning authority was allocated for projects within the district.

Members considered a draft letter which had been compiled by Councillor J. Edwards in response to the press release. After introducing the letter, Councillor

J. Edwards listened to feedback from his fellow councillors.

Members supported the response prepared.

One member advised that the CIL funding being spent in Hailsham was just a reward for the incredible number of new homes being built in that area. It therefore seemed only fair that they should receive a large proportion of the funding initially. Wealden DC had expressed a desire to improve sports facilities in Uckfield, but recognised there were difficulties in finding a suitable site. The Town Clerk advised that no correspondence had been received on this matter as of yet.

Members agreed, highlighting that there was lots of potential in Uckfield if Wealden DC were willing to start a dialogue with the Town Council with regards to infrastructure improvements (not just Highways or utility related). Members felt that infrastructure including sports, leisure and community facilities was vital to support the growth of the town.

Uckfield Town Council's Plans Committee had invited the Head of Planning & Environment, to attend a future meeting.

One member felt it would be helpful to push on ahead with the delivery of a Neighbourhood Plan for Uckfield. With a Neighbourhood Plan, the town would receive 25% of CIL funding rather than the current 15%. Members were disheartened that the only way to see improvements in infrastructure for the town in future years, was through development. The Town Council was very unhappy about being placed in this position.

In the main, members approved the contents of the letter, but felt that reference should also be made to the Leisure Centre and need to retain important facilities in the town. It was noted that Councillors Love and Sparks could also raise these points in the next Local Plan Uckfield Cluster meetings.

**FC.93.02.22** Subject including an additional reference to the Uckfield Leisure Centre and the importance of retaining important leisure facilities, members **RESOLVED** to approve the response to Wealden DC's press release, on improvements to health and leisure facilities in the Wealden District.

#### **11.0 TO CONSIDER A FURTHER MOTION BY COUNCILLOR BEN COX RELATING TO FOOD POVERTY**

Members considered an update from Councillor B. Cox on the work that had been progressed since his first motion in September 2019. A detailed update provided members with a snapshot of the current profile of the town in relation to poverty, using official statistics and information from local services such as the Uckfield Food Bank and Uckfield Community Fridge CIC.

Councillor B. Cox introduced the report by thanking the Town Council for their continued support, in supporting ESCC's need to provide covid payments for free school meals and for the support the Town Council had provided to the Uckfield Community Fridge CIC.

There had been no growth for the lowest earners in Uckfield, and it was likely that

more deprivation would be evident over the next few years, due to there being a lack of strategic planning for the town. Over 25% of the community technically did not earn enough to rent in Uckfield. The homes being built were not matching the needs of the people.

Councillor P. Sparks felt that central government looked at Wealden DC as a wealthy area, and members discussed how many of those who were more affluent and living in the District did not necessarily generate their wealth or spend their money in the district.

**FC.94.02.22** Members unanimously **RESOLVED** to approve the motion put forward by Councillor B. Cox to:

***What the council still needs to do***

- *Report on the results of the schools' questionnaire and review the recommendations;*
- *Be open to any new ways to offer 'out of term' food for young people and where needed, push the higher tiers of local government to back schemes;*
- *Review and offer a final report on food poverty in March 2023 before the end of the term of this Town Council;*

***Summary.***

*Food poverty in Uckfield is an issue that is growing still. However, Uckfield Town Council have done a number of things to help ease the issue. The next year will see some very challenging times and it is important that the Council keep up the work in highlighting and where possible, easing food poverty. A review is needed in 2023 and a final report offered to the Town Council. The attached report within appendix A contains statistics for Uckfield in terms of earnings and age by ward should be offered to our local authorities (District and County) to highlight some local needs.*

**12.0 TO NOTE THE MAYOR'S ENGAGEMENTS**

Members noted the engagements listed.

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

None received.

**14.0 QUESTIONS BY MEMBERS PREVIOUSLY NOTIFIED**

None received.

**15.0 TOWN CLERK'S ANNOUNCEMENTS**

The Town Clerk followed up a matter which had been previously discussed at Environment & Leisure Centre. The Uckfield & District Lions Club had enquired with the Town Council as to whether they could install two benches in Luxford Field which marked the Queen's Platinum Jubilee. At the meeting of Environment & Leisure Committee on 21 February, members had wished to understand a bit more information, in terms of whether the Lions would be installing the concrete plinths and to discuss the locations a little further. The Uckfield & District Lions had since responded to those queries with the Town Clerk but were keen to place an order for the benches soon in order to receive and install them in time for the Jubilee weekend at the beginning of May.

The Town Clerk confirmed on behalf of the Uckfield & District Lions Club that they anticipated that bases would be needed for the benches and would add this to the installation costs. Their preferred location was to replace the old wooden bench on



the western side of Luxford Field and place a second one between that and the play area on the western side of the field.

The Chair of the Environment & Leisure Committee, Councillor S. Mayhew wished to express his thanks to the Lions for going above and beyond, in doing great things for the town.

**FC.95.02.22** Members **RESOLVED** to support the Uckfield & District Lions Club's request to purchase and install two benches marking the Queen's Platinum Jubilee on the western side of Luxford Field.

The Town Clerk advised members that the Town Council was currently running with staff vacancies in the caretaking, grounds and restaurant staffing teams. She therefore asked for their patience in the coming weeks.

With the issues occurring in Ukraine, discussions had taken place with organisations around the risks with regards to cyber security. The Town Clerk would continue to look out for any updates or issues arising, but contact had been made with one of the Town Council's IT security firms to understand if any adjustments needed to be made.

## **16.0 CHAIRMAN'S ANNOUNCEMENTS**

The Town Mayor, Councillor Jackie Love wanted to say thank you to Councillor Bennett and Mike Skinner for keeping their local Facebook pages regularly updated through the storms and for keeping the town informed. This had been much appreciated by all residents.

A big thank you was also given to Deputy Mayor, Councillor French and Mike Skinner who picked up that the residents of Barley Mow Park had been without power for five days, and were cold and hungry. Contact was made with UKPN on two occasions and as a result a generator was arranged for the park with the Highlands Pub offering them warmth and support.

Through listening to a local resident who had been on a quest for history and memories shared on an Uckfield Facebook page, some fantastic photographs were found which showed when Queen Elizabeth II stayed with the Nevills and her visit to the original Grants Hill House. She had been an important figure in the town. Due to this it had been suggested that a letter be sent for the Queen's Platinum Jubilee. The Town Mayor advised that if members wished to include anything specific within the letter, to let her or the Town Clerk know.

The Deputy Mayor, Councillor French, was working with a few others in town to bring together essential supplies for those in need in Ukraine. Lansdown Health Store would be the hub for distributing essentials – baby formula, nappies etc. It was important that residents kept up to date on what was needed, as items were changing regularly depending on the situation, and what items had been difficult to obtain in Ukraine. A local fundraising initiative had also seen a number of sunflowers being crocheted (which was also the national flower of Ukraine). Six to seven ladies were crocheting and knitting these sunflowers, which was wonderful. A £3-5 donation was welcomed and these could be purchased in Lily's coffee shop, Frenchs Fancy Dress and Lansdown Health Store.

The meeting closed at 8.03pm.

# UCKFIELD TOWN COUNCIL

## ACTION LIST – FOR INFORMATION ONLY

### FULL COUNCIL

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

<u>Resolution No.</u>	<u>Details</u>	<u>Date Raised</u>	<u>Action By</u>	<u>Date Complete</u>
<u>FC32.06.19</u>  <u>FC46.08.19</u>	<u>13.0 To consider a motion from Councillor Spike Mayhew</u> Members unanimously <b>RESOLVED</b> to (i) ask the Town Clerk to look into civil orders such as Public Space Protection Orders, and; (ii) for the Town Council to reconsider the role of a Community Warden <u>13.0 To report back to Full Council on Public Space Protection Orders</u> Members <b>RESOLVED</b> to ask the Town Clerk to arrange a meeting with Sussex Police and Wealden District Council.	24.06.19/ 05.08.19	HG	Members considered research into Public Space Protection Orders at the meeting on 9 <sup>th</sup> December 2019. It was agreed to defer this item until the new PCSO's had started.
<u>FC.30.09.20</u>	<u>12.0 To review a report by Councillor A. Smith on the need for affordable homes in Uckfield</u> After a detailed discussion, it was <b>RESOLVED</b> to request that the Town Clerk write to the Housing Minister Rt Hon Robert Jenrick with a copy of this report and advise Wealden DC's planning department of these discussions along with neighbouring parish councils.	14.09.20	HG	A letter is being drafted and will be circulated to members for approval before sending.
<u>FC.47.09.21</u>	<u>11.0 To consider the proposed way forward and preparation of the dedication agreements for the new footway links to the "land off mallard drive" development</u> Members <b>RESOLVED</b> to: (i) note the proposed legal process being taken with regards to the footway link across Uckfield TC land at Harlands Playing Fields, and; (ii) confirmed that the footway link between Framfield Road and Hospital approach should also be placed up for adoption by ESCC at the same time; (iii) request that Persimmon Homes cover the costs of any legal fees incurred	13.09.21	HG	This is in progress between the relevant organisations (Persimmons, ES Highways and UTC) and solicitors.
<u>FC.55.10.21</u>	Members <b>RESOLVED</b> to approve the motion put forward by Councillor D. French and for staff to make contact with the County Council: <i>"Uckfield Town Council supports the increase in the provision of Changing Place Toilets across the country, and will approach East Sussex County Council to understand if they:</i>	25.10.21	HG	In progress.

	<p>(i) have submitted an expression of interest to central government to draw down funding to the county of East Sussex, and:</p> <p>(ii) if ESCC have expressed an interest, that Uckfield Town Council lobby for such facilities to be introduced in Uckfield."</p>			
<b><u>Resolution No.</u></b>	<b><u>Details</u></b>	<b><u>Date Raised</u></b>	<b><u>Action By</u></b>	<b><u>Date Complete</u></b>
<b><u>FC.85.01.22</u></b>	<p>17.0 To consider providing support to the 20s Plenty Campaign Members <b>RESOLVED</b> to support the 20s Plenty Campaign and:</p> <p>(i) Call upon East Sussex County Council to extend the 20mph zone wider within the town centre of Uckfield;</p> <p>(ii) Write to East Sussex County Council to request that the County:</p> <p>(i) makes 20mph the default speed limit on streets throughout East Sussex in places where people live, work, shop, play or learn, leaving 30mph as the exception on those roads, where full consideration of the needs of vulnerable road users allows a higher limit; and</p> <p>(ii) allocate a ring-fenced amount from public health, sustainability and transport budgets to enable 20mph to be implemented county-wide within five years.</p>	17.01.22	HG	Letter sent. <b>NFA.</b>
<b><u>FC.92.02.22</u></b>	<p>9.0 To review the draft service level agreements between <u>Uckfield Town Council and the Uckfield Volunteer Centre and Wealden Citizen's Advice</u> Members <b>RESOLVED</b> to approve the contents of the draft service level agreements, and to authorise for two Town Councillors to sign the service level agreements with Uckfield Volunteer Centre and Wealden Citizen's Advice once both parties were satisfied with the contents.</p>	28.02.22	HG	In progress.
<b><u>FC.93.02.22</u></b>	<p>10.0 To consider a response from Uckfield Town Council to <u>Wealden DC's Investment in health and leisure facilities</u> Subject including an additional reference to the Uckfield Leisure Centre and the importance of retaining important leisure facilities, members <b>RESOLVED</b> to approve the response to Wealden DC's press release, on improvements to health and leisure facilities in the Wealden District.</p>	28.02.22	HG	Letter sent <b>NFA.</b>

<u>Resolution No.</u>	<u>Details</u>	<u>Date Raised</u>	<u>Action By</u>	<u>Date Complete</u>
<b><u>FC.94.02.22</u></b>	<p><u>11.0 To consider a further motion by Councillor B. Cox, relating to food poverty</u></p> <p>Members unanimously <b>RESOLVED</b> to approve the motion put forward by Councillor B. Cox to:</p> <p><i><b>What the council still needs to do</b></i></p> <ul style="list-style-type: none"> <li>• Report on the results of the schools' questionnaire and review the recommendations;</li> <li>• Be open to any new ways to offer 'out of term' food for young people and where needed, push the higher tiers of local government to back schemes;</li> <li>• Review and offer a final report on food poverty in March 2023 before the end of the term of this Town Council;</li> </ul> <p><i><b>Summary.</b></i></p> <p>Food poverty in Uckfield is an issue that is growing still. However, Uckfield Town Council have done a number of things to help ease the issue. The next year will see some very challenging times and it is important that the Council keep up the work in highlighting and where possible, easing food poverty. A review is needed in 2023 and a final report offered to the Town Council. The attached report within appendix A contains statistics for Uckfield in terms of earnings and age by ward should be offered to our local authorities (District and County) to highlight some local needs.</p>	28.02.22	All	In progress.

## **Meeting of the Full Council**

**Monday 11 April 2022**

### **Agenda Item 8.0 (ii)**

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

The working group have met twice since Christmas and have been discussing the finer details of events planned for 2022:

- (i) Thursday 2 June - Beacon lighting for the Queen's Platinum Jubilee**
- (ii) Sunday 10 July - Support to Uckfield Festival Classic Car Show**
- (iii) Saturday 13 August – Weald on the Field**

#### **(i) Beacon Lighting for Queen's Platinum Jubilee – Thursday 2 June 2022**

The Town Council are making arrangements for the first night of the bank holiday weekend in June, marked to celebrate the Queen's Platinum Jubilee:

The itinerary of the day is currently as follows:

<b>Time</b>	<b>Activity</b>
1400hours	Uckfield Town Council's Jubilee celebrations will begin with a bagpiper playing Diu Regnare followed by the Town Crier's 'Jubilee proclamation' (outside Hartfields in the centre of Town)
<b>At Victoria Pleasure Ground...</b>	
1800hours	Bar (supplied by Uckfield Town Council) will be available at Victoria Pleasure Ground and a BBQ supplied by The Uckfield & District Lions.
2000hours	Uckfield Singers
2030hours	Cantando
2100hours	Uckfield Brass
2135hours	Edward Strong - Bagpipes - Diu Regnare
2140hours	Bugle Call – Majesty
2145hours	Jubilee prayers - Father John Town Crier – Jubilee Proclamation Lighting of The Beacon
2150hours	All come together to sing 'Song for the Commonwealth'
2230hours	Bar closes

(ii) Discussions are underway for how the Town Council can support the Uckfield Festival's Classic Car Show in light of the Uckfield Revival event (normally held in October) being postponed this year.

(iii) Preparations are underway for the annual Weald on the Field event, which is taking place on Saturday 13 August. This should be another excellent event, with the music line-up being confirmed as we speak, and all facilities booked for the day. The Town Council is working with local events organisation Food Rocks once again, to provide a fantastic day celebrating local produce, local crafts, street food and refreshments.

## **Meeting of Full Council**

**Monday 11 April 2022**

### **Agenda Item 8.0 (iii)**

#### **TO RECEIVE REPORTS FROM FULL COUNCIL WORKING GROUPS: UCKFIELD DEMENTIA FORUM**

Meetings of the Uckfield Dementia Forum have taken a short break whilst the Town Council focuses on year end and start of the new financial year.

Work still continues behind the scenes with recent attendance at the quarterly meeting of the Wealden Dementia Action Alliance with representatives from agencies working across the district and wider for those living with dementia and their carers. It has been heart warming to hear of the benefits of social interaction for those living with dementia and how important the various activities that take place across the district, are for their day to day wellbeing and that of their carers.

Dementia cafes and Saturday socials, sporting moments, film screenings, dementia friendly walks and cooking classes or repair type cafes are all now getting back underway following the lockdowns during the pandemic. If any resident wishes to be kept in the loop with these activities it is recommended that they visit the Wealden Dementia Action Alliance webpage and to sign up to their weekly email:  
<https://www.wealden.gov.uk/community-and-safety/wealden-dementia-action-alliance/>

The Alzheimer's Society are holding their National Dementia Action Week once again this May, between the dates of Monday 16 May to Sunday 22 May 2022.

As part of this campaign, the Wealden Dementia Action Alliance produce a booklet which promotes all of the activities taking place throughout the district during and around this week. Uckfield based activities will feature in this booklet.

Luxfords Restaurant in the Civic Centre are hosting a coffee morning on Friday 20 May 2022, in aid of the Alzheimer's Society. This will take place from 10.00am until 12noon and include lots of delicious cakes!

The Town Clerk has also caught up with Sussex Support Services this week who have a number of initiatives planned over the coming year, with partner agencies such as Care for the Carers to provide activities for a wide range of needs, not just dementia. Watch this space for more information!

Meetings of the Uckfield Dementia Forum will resume from June onwards.

## **Meeting of Full Council**

**Monday 11 April 2022**

### **Agenda item 9.0**

## **END OF YEAR PROGRESS UPDATE ON UCKFIELD TOWN COUNCIL'S ANNUAL PRIORITIES – 2021/22**

### **1.0 Summary**

- 1.1 This report provides an end of year progress update on the Town Council's priorities for 2021/22.
- 1.2 The priorities identified for delivery in 2021/22 consist of initiatives which are often additional to the day to day responsibilities of the Town Council, but demonstrate by working together with colleagues and partner agencies, we can achieve a great deal for the town and its residents.
- 1.3 Organisations often spend time producing plans or lists of priorities, but do not review progress until the end of the year. With this paper, the Town Clerk has been able to provide quarterly updates to members to explain what action has been taken to deliver these priorities.
- 1.4 It is vital that we note that quarter three and quarter four of 2021/22 have been particularly difficult for the Town Council, with the impact of staff vacancies, sickness, annual leave and other personal circumstances affecting their availability. This led to fewer staff balancing larger workloads.

### **2.0 End of Year 2021-22: Progress Update**

- 2.1 Of the 10 priorities, seven are complete in terms of work scheduled for the past financial year, one made some progress, one is on schedule for completion, and one is behind schedule. This is excellent performance in a difficult couple of years. A very big thank you to a fantastic Town Council team for their hard work, dedication and perseverance to achieve these tasks.





### **3.0 Recommendations**

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

Appendices: Appendix A: End of Year Progress Report (2021/22)

Contact Officer: Holly Goring

#### **Key:**

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




## APPENDIX A: End of Year Progress Update (2021/22)

Priority	Status	Notes	Lead Committee	Lead Officer
<b>1. COMMUNITY GRANTS</b> We will award up to £47,000 of community grant funding to local groups and charitable organisations in 2021/22.	✓	All first instalment and second instalment payments have now been paid (May and October 2021). A total of £46,400 was provided to local community organisations. Plus the £8k SLA payment to the Uckfield Volunteer Centre.	General Purposes Committee	Assistant Town Clerk & RFO
<b>2. PUBLIC EVENTS IN THE TOWN</b> We will work alongside the local business community and local community groups to deliver two free public events within the town; Weald on the Field and Uckfield Revival	✓	<p>Weald on the Field went ahead a couple of weeks later than normally planned on 21 August 2021, due to concerns around covid restrictions in the planning stages, but the event was a great success! A great line up of live music was performed from the Airstream Stage from 12noon until 8pm and there was a great variety of street food, pop up bars, local produce, crafts and clothing. It was a really lovely day and great to see everyone enjoying themselves in the fresh air and open space.</p> <p>Uckfield Revival went ahead on 2 October despite the weather. Due to limited resources within Town Council staff, Mike Skinner handled all of the vehicle enquiries which was a great help. The event went well and everyone was in good spirits but it did highlight that the event should really take place earlier in the year to reduce the risk of bad weather.</p>	Full Council	Town Clerk
<b>3. IMPROVEMENTS TO OPEN SPACES</b> We will undertake repairs and improvements to a number of our open spaces including installing new signage, replacing play area surfacing, investigating drainage issues and upgrading a number of litter bins.	✓	<p>Signage for the Town's play areas and open spaces was gradually upgraded with this year's budget now spent.</p> <p>The resurfacing repairs to Ridgewood Recreation Ground play area have now been completed.</p> <p>More animal friendly litter bins have been installed which reduce the spread of litter across open spaces by wildlife.</p> <p>Work to investigate drainage issues at Ridgewood Village Hall car park and Hempstead Recreation Ground car park have commenced, and will form a more detailed programme of surveys and work over the next 12-24 months.</p> <p>As of March 2022, the Town Council has also commenced its own in-house grass cutting programme for the Town Council's open spaces only, which will enable better attention to detail and flexibility for Town events etc.</p>	Environment and Leisure Committee	Estates & Facilities Manager

Priority	Status	Notes	Lead Committee	Lead Officer
<b>4. GRASS VERGE CUTTING</b> We will continue to contribute to the costs of East Sussex County Council's grass verge cutting contract to retain a good standard of service and ensure visibility is maintained on pavements and highways.	✓	Payment was made to East Sussex County Council for 2021/22 to maintain existing service standards and frequency of cuts to the town's grass verges, back in April 2021. <i>(Urban verges used to receive 5-6 cuts per annum but East Sussex County Council can now only afford to fund two. Rural verges receive two cuts per annum).</i>	Environment and Leisure Committee	Town Clerk
<b>5. CLIMATE CHANGE</b> We will investigate ways in which we can reduce our impact on climate change by reviewing our contracts, buildings and equipment, managing our land for nature and minimising waste: - look to replace one grounds vehicle; - reviewing energy saving measures; -tree for a tree planting scheme	✓	Work towards the Town Council's Action Policy and Climate Change Policy has been progressing well during 2021. The Estates & Facilities Manager commissioned a carbon footprint audit to be carried out which has provided an excellent base upon which the Town Council can assess where it is having most impact, and what steps the council needs to take to reduce our carbon emissions. The outcomes of this audit were presented to full Council on 13 September 2021.  Where boilers have needed replacing in Foresters Hall and the Signal Box, gas boilers have been replaced with heat source systems (air con). The Source is now only using electric as well.  A total of 630 trees have been planted over the past two winter seasons (2020/21 and 2021/22).  The Climate Change Working Group worked hard to establish and research key areas for the Town Council to focus its attention, and set up a Green Partnership for the town; bringing together key agencies to understand where we can share best practice and work together to deliver a greener town, and a number of associated initiatives.  The Town's first Environmental Expo (Eco Expo) has been arranged for 30 April 2022 at the Civic Centre.	Environment and Leisure Committee	Estates & Facilities Manager

Priority	Status	Notes	Lead Committee	Lead Officer
<b>6. NEW FINANCE</b> We will look to change from our existing cheque payment method, by two signatories to a dual authorisation BACS payment model and digitalise our purchase order and invoicing procedures.	✓	The banking system was set up for members of Finance-Sub Committee to assist the Responsible Financial Officer with authorisation of BACs payments. The first supplier payments were issued via BACs instead of cheque in February 2021 and have continued as planned with a larger number of councillors now set up to authorise payments, and fortnightly BACs runs scheduled in. One of the original purchase order/invoice Matrix printers has now come to the end of its life, so all purchase orders are printed on plain paper. Only one matrix printer is still running for invoices and one box left of paper. Once this has finished all invoices will be produced to a new template. Most are now emailed to customers anyhow.	Finance Sub-Committee	Assistant Town Clerk & RFO
<b>7. NEW BOOKING SYSTEM</b> We will look to install a new booking system for the internal management of booking enquiries for the Town Council's rooms and open spaces	⬮	This has been placed on hold whilst staff resources get back up to speed. However time is of the essence and this project will need addressing in 2022 as a result of the booking system being supported by Internet Explorer. Internet Explorer is no longer being supported by Windows 11. Business Continuity measures are being put in place whilst we wait for this project to be delivered.	General Purposes Committee	Town Clerk/ Assistant Town Clerk & RFO
<b>8. ROAD SAFETY</b> We will work with partner organisations such as Sussex Police and East Sussex Highways to re-establish community speedwatch initiative(s) in the town and explore the installation of a speed reduction device.	●	The Community Speedwatch scheme was re-established in 2021 with existing volunteers undertaking refresher training and three new volunteers undertaking the full training with Sussex Police and onsite device training.  A new mobile handset for the community speedwatch team to use was purchased with the funding available.  Further work is now required to bring the 'speed reduction device' back to Environment & Leisure Committee and agree a way forward.	Environment and Leisure Committee	Town Clerk
<b>9. TOWN COUNCIL'S BUILDINGS</b> We will review our older buildings and investigate how they could be better utilised to meet the needs of hirers, and local community groups.	✓	A number of repairs and maintenance works have been undertaken to our buildings, Foresters Hall in particular, to improve the functionality, and aesthetics of the building including a new heating system, new floor, new blinds, new taps. The Civic Centre Atrium works were completed early 2021, the Civic Centre pellet hopper was expanded and a new heating system was installed at the Signal Box. As well as responding to a number of repairs following the storms in February 2022. The Town Council's Annual Building Maintenance Programme was completed and longer-term discussions commenced with regard to West Park Pavilion and increasing utilisation of the building, by drawing up a full repairing lease with a local sports club.	General Purposes Committee	Estates & Facilities Manager

Priority	Status	Notes	Lead Committee	Lead Officer
<b>10. NEIGHBOURHOOD PLAN</b> We will support the Neighbourhood Plan Steering Group to prepare a draft Uckfield Neighbourhood Plan for submission to the local Planning authority.		Work has commenced once again to carry out the detailed work required to review all documentation to bring it up to date, ensure it includes the latest evidence and have it ready to inform the overarching draft Neighbourhood Plan documents.	Full Council	Town Clerk

## **Meeting of the Full Council**

**Monday 11 April 2022**

### **Agenda Item No. 10.0**

#### **TO CONSIDER AN ENQUIRY FROM GLADMAN DEVELOPMENTS REGARDING THE DISCHARGE OF WATER FROM LAND OFF EASTBOURNE ROAD (WD/2020/0410/MAO)**

##### **1.0 Summary**

- 1.1 Outline planning permission was granted by Wealden District Council as the local authority in 2021, for the development of up to 90 residential dwellings (including 35% affordable) on Land Off Eastbourne Road. This would include the introduction of structural planting and landscaping, informal public open space and children's play area, surface water flood mitigation, vehicular access point from Eastbourne Road, and associated ancillary works.



Figure 1: Extract from Site Plan (2020)

- 1.2 As part of the process for granting planning permission, certain conditions are placed on the developer subject to the consideration of reserved matters and the commencement of development onsite. This can include all details relating to noise, construction plans, traffic monitoring, archaeological assessments, foul drainage plans, and surface water plans.



1.3 In the resolution by the local planning authority to authorise outline planning permission for the development, they set out the following requirements:

17. No development shall commence until details of surface water drainage, which shall follow the principles of sustainable drainage have been submitted to and approved in writing by the Local Planning Authority. The drainage shall be provided in

accordance with the approved details before first occupation of the related dwellings within a phase.

The detailed surface water drainage drawings and calculations shall include the following:

1. Surface water discharge rates shall not exceed greenfield runoff rates for all rainfall events, including those with 1 in 100 (+40% for climate change and an allowance for urban creep) annual probability of occurrence. Evidence of this (in the form of hydraulic calculations) shall be submitted with the detailed drainage drawings. The hydraulic calculations shall take into account the connectivity of the different surface water drainage features.

2 Details of the outfall and how it connects into the offsite watercourse shall be provided as part of the detailed design including cross sections and invert levels.

3 Proof of agreement from the landowner(s) to accept the surface water discharge from the site into their watercourse

4 The condition of the watercourse which will take surface water runoff from the development shall be investigated before discharge of surface water runoff from the development is made. Any required improvements to the condition of the watercourse shall be carried out prior to construction of the outfall.

5. Details of the measures proposed to manage exceedance flows which shall include details of how the existing overland surface water flows have been intercepted and managed. All interception swales shall be located in communally managed land and will not be the responsibility of single householder.

REASON: In order to secure a satisfactory standard of development, having regard to SPO12, SPO13 and WCS14 to the Wealden Core Strategy Local Plan 2013, Saved Policy CS2 of the adopted Wealden Local Plan 1998.

1.4 Since attending the Wealden DC Plans Committee North meeting to observe and speak on the application on behalf of Uckfield Town Council, no contact had been received from the developer – Gladman Developments, until now. On 16 March 2022, the Town Clerk received an email from Gladman Developments advising that they were working on their plans for the surface water drainage. They explained that their intention would be to route the surface water drainage along Shipreed Lane, to outfall into the watercourse that lies to the east of the Town Council's Ridgewood allotments. The full enquiry is set out over the page:

## 1.5 Copy of the enquiry received from Gladman Developments on 16 March 2022:

*Good afternoon,*

*As you are no doubt aware, outline planning permission was recently granted for up to 90 residential dwellings (including 35% affordable housing), open space & children's play area with access off Eastbourne Road to the north east of the Town Council allotments on New Road, Uckfield.*

*As part of the approved scheme, it is intended to route the surface water drainage along Shipreed Lane to outfall into the watercourse that lies to the east of the Town Council's allotments, as shown on the attached plan. To facilitate the installation of the drainage infrastructure along Shipreed Lane we have agreed a deed of easement with the Millennium Green Trust.*

*For any new development there is a hierarchy of options to dispose of surface water flows. The most preferable solution is to allow surface water to drain via infiltration techniques. If this is not possible then the second most preferable solution is to outfall to a watercourse. Finally, if both of the forementioned options are not possible, then a connection can be made to a surface water sewer. In the case of our approved scheme, the ground conditions are not suitable for infiltration and hence the preference is to discharge surface water flows to a watercourse. Whilst there is a surface water sewer located in Shipreed Lane (which then immediately discharges to the watercourse) we have a duty to try to agree a direct connection to the watercourse.*

*The rate of surface water flow from the approved development has been agreed with the Lead Local Flood Authority (East Sussex County Council) as part of the outline planning approval.*

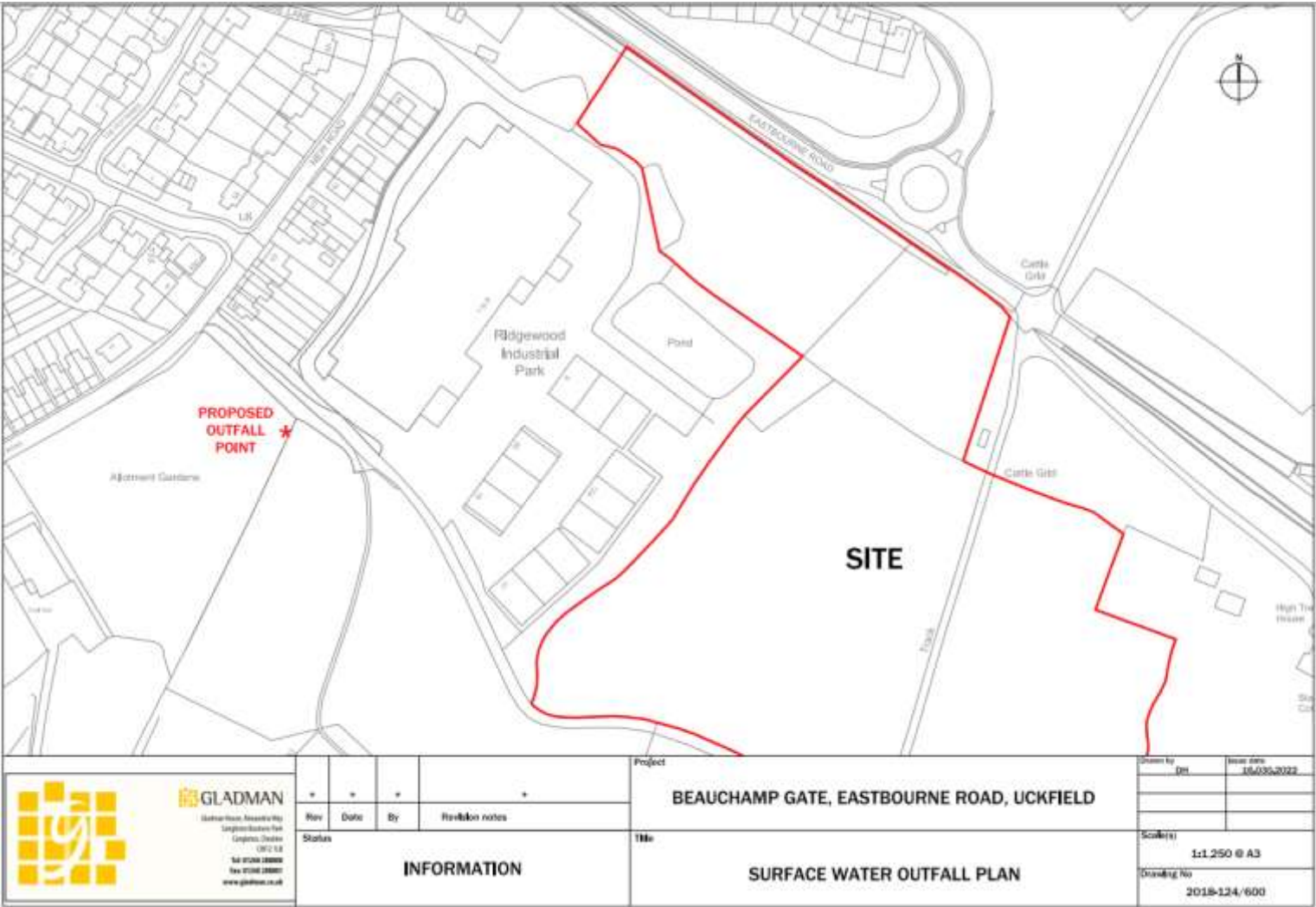
*With reference to the Land Registry Title information, it appears that the watercourse is located just within the eastern boundary of the Town Council allotments. As such, I would appreciate your feedback as to whether the Town Council would be agreeable to a surface water pipe discharging into this watercourse and the construction of a suitable small headwall structure. This would be secured through a deed of easement. The beneficiary of the deed of easement would be ourselves in the first instance, however the pipe and headwall would be built to adoptable standards and put forward for adoption by Southern Water in due course.*

*We would, of course, pay for the Town Councils' legal fees in the preparation / agreement of any deed of easement.*

*Should the Town Council not be agreeable to the above proposal, we would revert to discharging surface water flows into the public surface water sewer in Shipreed Lane which (as I mentioned above) discharges into the same watercourse. However we would appreciate your agreement to discharge the flows directly into the watercourse as this is the most sustainable solution.*

*I look forward to hearing from you on this matter, and would be very happy to discuss this in more detail if required.*

The attached plan provided by Gladman Developments is as follows:





1.6 We are aware already from the paperwork accompanying the planning application that Gladman Developments intend to put in place three attenuation ponds/basins onsite, to collect the initial surface drainage water. The excess surface water would therefore drain (be pumped) from the attenuation basin at the lower left hand corner of the site along Shipreed Lane. For information on how sustainable drainage systems work visit:

<https://www.eastsussex.gov.uk/media/1995/guide-to-sustainable-drainage-systems-in-east-sussex2.pdf>



## 2.0 Investigating the impact of this proposal

- 2.1 On receiving this correspondence, the Town Mayor (and representative on Plans Committee) visited the site with the Estates & Facilities Manager to understand first-hand the location of the proposal, and layout of the environment at that point.
- 2.2 From desk-based research undertaken, it was also notable that on Defra's Magic maps this appears to be an open "drainage" point as a ford is shown which connects to the Ridgewood Stream.



- 2.3 Initially East Sussex County Council objected to their surface water drainage proposals,

Following submission of the FRA report, East Sussex County Council (ESCC) have objected to the planning application (Letter Reference WD/2020/0410/MAO, September 2020). An extract is included below, and a copy of the letter is included in Appendix 1.

*"Further to our previous letter dated 20th April 2020, we note that the applicant has provided further information to clarify the proposals for the management of surface water runoff. However, the applicant has not provided information to demonstrate that the watercourse the development is proposed to discharge to is in a suitable condition to convey the additional flow. Such information should be in the form of photographs and measurements of the watercourse in its current state. In relation to this, we note that the development site is split into three separate surface water catchments. However, the intention is to drain all surface water to a single point of discharge at a discharge rate calculated for the entire site area. This would increase the amount of water discharging to this watercourse and subsequently, could increase flood risk downstream. We would expect the discharge rate for the development to be based only on the contributing catchment, rather than the entire development site to avoid increasing flood risk."*

- 2.4 Gladman Developments responded, explaining that they did have various analysis to demonstrate their work and proposals with regard to surface water drainage. This highlighted the catchment areas,



Figure 1: FEH Catchment Boundary

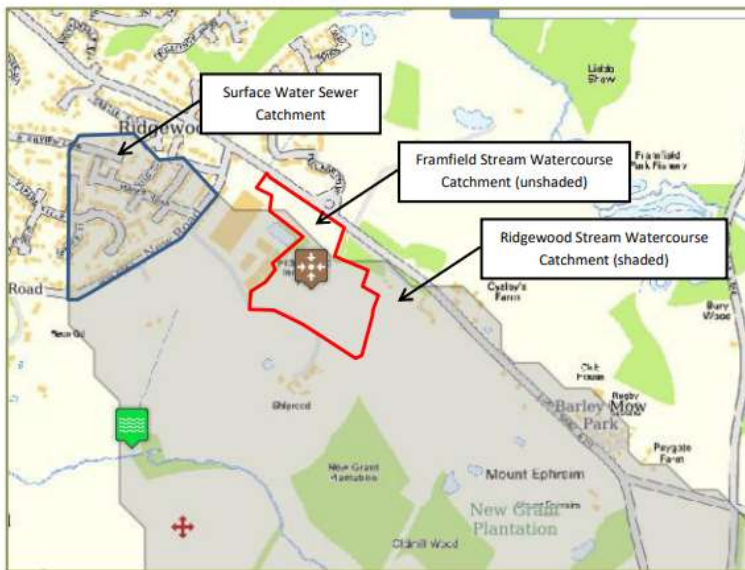


Figure 2: KTF Watershed Catchment (Pre-Development)

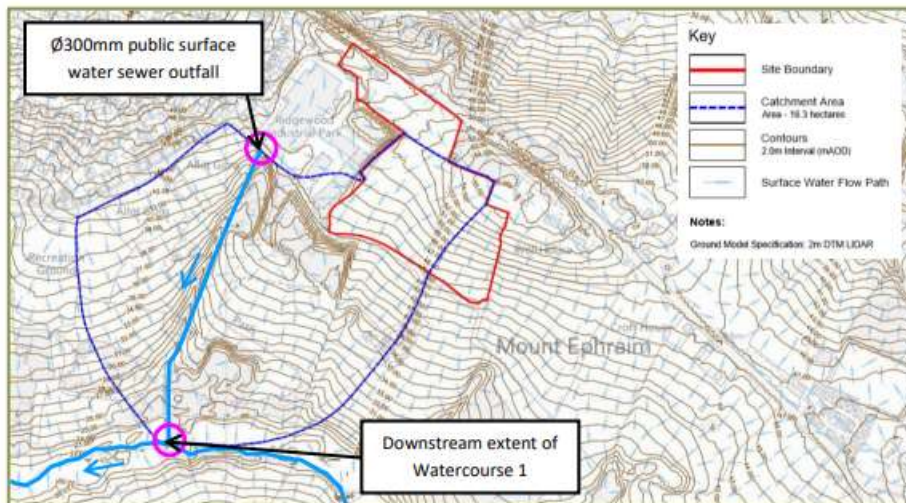


Figure 3: Southern Water Asset Plans



Surface Water Drainage Strategy



2.5 Further detail can be viewed in the document “Surface Water Drainage response to ESCC Objection Letter” on Wealden DC’s planning portal.

2.6 In this area there are a number of factors that have be considered. The risk of subsidence, impact on trees, and there are two high voltage power supplies underground that run up and cross over under Shipreed Lane at a certain point.

### 3.0 Drainage ditch at the bottom of Ridgewood Allotments

3.1 In the above report, Gladmans included a photo of a drainage ditch in this area, which looked fairly open.



*View north (upstream) along the upstream reach of Watercourse 1.*

3.2 An inspection was undertaken of the ditch at the rear of the Ridgewood allotments by the Town Mayor and Estates & Facilities Manager and they observed the following. A number of photos were taken, but the entrance into the watercourse, did highlight that currently the entrance of the existing drain/watercourse is overgrown and silting up.



#### **4.0 Contact with the Millennium Green Trust**

- 4.1 The Town Council has liaised with the Millennium Green Trust to understand their views on the proposals.
- 4.2 There is reference already within the planning application paperwork and above email correspondence to advise that there is a deed of easement being prepared with the Millennium Green Trust. This is understandable, due to land ownership in this area. We believed Shipreed Lane is owned by the Millennium Green Trust and therefore imperative that a legal agreement is in place between the two parties. For clarity, a deed of easement is a signed, legal document that grants the right to use another person's land for a specifically stated purpose.

#### **5.0 Contact with the Local Planning Authority**

- 5.1 The Town Council approached the Case Officer for the development, to advise that Uckfield Town Council had been approached with regard to the outfall of surface water drainage. The Case Officer was also asked if they had any further information to add, in addition to the decision notice and resolution of the committee.
- 5.2 The Case Officer advised *"The applicant undertook discussions with the Council's Drainage Officer, ESCC LLFA and the Millennium Green Trust at outline stage to ensure that the surface water strategy was deliverable before planning permission was granted. They may well have been in discussions with the LLFA but planning case officers are not normally involved in this process until an application has been submitted to discharge the condition."*

#### **6.0 Points for consideration**

- 6.1 Looking at the information available, the following points need to be considered:

*(i) there is already natural run off from the site, but development could concentrate the run off and speed at which this travels. The attenuation basins should in theory mitigate the impact by delaying the drainage process but the rate at which any excess water is pumped at the point of outfall and the volume of water, needs to be taken into consideration when it reaches the point of watercourse/drainage ditch at the rear of the Town Council's allotments, and whether this watercourse is able to accommodate this run off. It is therefore advisable to consider what measures would be useful to assist with reducing the speed and volume of water entering the water course;*

*(ii) who would be responsible for maintenance of the watercourse/drainage ditch that would collect any excess water from the surface water pipe installed by Gladman Developments;*

*(iii) risks involved with works in Shipreed Lane due to underground power supplies. Depending on the location of works in Shipreed Lane, if the area was of high risk, a manual dig would be required, and;*

*(iv) the legal powers of developers and associated drainage/utility companies to discharge surface water run-off, without permission.*

#### **7.0 Recommendation**

- 7.1 Members are asked to consider the contents of this report and advise the Town Clerk how they wish to proceed.

Contact Officer: Holly Goring

## **Meeting of Full Council**

**Monday 11 April 2022**

### **Agenda Item 11.0**

#### **TO CONSIDER PROVIDING A FINANCIAL CONTRIBUTION TO UCKFIELD FESTIVAL'S CLASSIC CAR SHOW**

The Town Council usually runs two events for the benefit of the town, per annum. This includes Weald on the Field (August) and Uckfield Revival (October). Due to the difficulties we have experienced with weather in previous years for the Uckfield Revival, it was hoped this year we could have brought the event forward to perhaps May or June, to enable better ground conditions and weather for the classic vehicle owners.

Unfortunately due to current workload pressures and capacity within the Town Council staffing team, the ability to organise an Uckfield Revival event for May was not possible.

The Events Working Group therefore suggested that the Town Council may be able to support the Uckfield Festival with their Classic Car Show on Sunday 10 July, in terms of volunteers or assistance on the day, and/or perhaps with a financial contribution.

The Town Council sets aside a budget each year of £3,000 towards both of these events. The Weald on the Field event can cost in the region of £7.5k to run, with the remainder of the expenditure covered by business sponsorship and grant funding. The Uckfield Revival is almost cost-neutral with figures in the region of £500-800 spent per annum usually on Marketing and Communications, and important facilities on the day such as First Aid.

As the Town Council is looking to cancel the Uckfield Revival event this year and work in association with the Uckfield Festival to run their event, this report is asking how the Town Council wishes to provide support.

The Town Clerk is very aware that the Uckfield Festival receive grant funding from the Town Council and has just been awarded £3,500 for 2022, but this event does not normally receive a mention within the grant application.

The Town Clerk has also recently re-approached UKPN to ask if there is any grant funding available in light of the disruption to the town last year. Any grant funding could be used to support the town's events over the Jubilee weekend, Uckfield Festival, Weald on the Field and Carnival.

#### **Recommendation**

There is a meeting of the Finance Sub-Committee planned for 20 April 2022. If members are in support, the Town Clerk could bring this matter for discussion to that meeting, in light of a wider discussion on community grant funding, prior to General Purposes Committee on 25 April 2022.

Town Clerk

## **Meeting of the Full Council**

**Monday 11 April 2022**

### **Agenda Item 12.0**

#### **TO NOTE THE MAYOR'S ENGAGEMENTS**

##### **1.0 Summary**

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

#### **TO NOTE THE MAYOR'S ENGAGEMENTS**

24 March 2022	CPJ Field at Rose Cottage, Uckfield. Garden Project.
30 March 2022	2530 Squadron RAF Cadets AGM, Uckfield.
01 April 2022	Launch of Ashdown Radio, Bird In Eye Farm, Uckfield.
06 April 2022	Community Lunch at the Vicarage, Uckfield.

#### **TO NOTE THE DEPUTY MAYOR'S ENGAGEMENTS**

26 March 2022	Covid 19 Memorial Service, Holy Cross Church, Uckfield.
01 April 2022	Launch of Ashdown Radio, Bird In Eye Farm, Uckfield.
06 April 2022	Community Lunch at the Vicarage, Uckfield.

#### **TO NOTE THE FORMER MAYOR'S ENGAGEMENTS**

23 March 2022	Mayor's Gala Dinner, Royal Pavilion, Brighton.
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Councillor Spike Mayhew attended the Mayor's Gala Dinner on 23 March 2022 with this wife, as this event was first organised prior to/during the pandemic when Councillor Mayhew was Mayor.