



# 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**

---

Meeting of the **Environment and Leisure Committee** to be held on  
**Monday 27 June 2022 at 7.00pm**  
in the 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 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 16 May 2022
- 4.2. Action list – for information only
- 4.3. Project Monitoring List – for information only

### 5.0. FINANCE

- 5.1. To note bills paid
- 5.2. No income and expenditure reports are available due to year end processes.

### 6.0. ADMINISTRATION

- 6.1 To request any items for Strengthening Local Relations meeting on 13 July 2022
- 6.2 To appoint members to the Outside body – Local Nature Reserve Supporters Group

### 7.0. ENVIRONMENT

- 7.1. To note the current position of the Town Council's Estates
- 7.2 To consider proposal for a Queen's Platinum Jubilee Sign at Victoria Pleasure Ground
- 7.3 To consider removal of a litter bin on Hunters Way

**8.0. LEISURE**

(nothing to report)

**9.0. REPORTS FROM WORKING GROUPS**

- 9.1 Update from the Climate Change Steering Group (attached)
- 9.2 Update from the Allotment Working Group (attached)

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

- 10.1. Active Uckfield
- 10.2. Age Concern
- 10.3. All Weather Pitch Operational Group
- 10.4. Conservators of Ashdown Forest
- 10.5. West Park LNR and Hempstead Meadows LNR – Supporters Group
- 10.6. Luxford Centre Management Committee
- 10.7. Uckfield and District Twinning Association
- 10.8. Uckfield Festival Association
- 10.9. Uckfield Parkrun Board
- 10.10. Uckfield Railway Line Parishes Committee
- 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



**Town Clerk**  
21 June 2022

# UCKFIELD TOWN COUNCIL



Minutes of the meeting of the **Environment and Leisure Committee** held on  
**Monday 16 May 2022 at 7.00pm**  
**in the Council Chambers, Civic Centre**

**PRESENT:**

Cllr. S. Mayhew (Chair)  
Cllr. J. Beesley  
Cllr. B. Cox  
Cllr. D. French

Cllr. A. Smith (Deputy Chair)  
Cllr. D. Bennett  
Cllr. H. Firth

**IN ATTENDANCE:**

Councillor C. Macve

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**

**EL69.05.22** It was **RESOLVED** to suspend standing orders to enable Cllr. C. Macve to speak in relation to item 10.2 on the agenda.

Cllr C. Macve advised that it was a great shame that the Uckfield group for Age Concern had decided to fold. They had provided an invaluable service to the community in taking people to the surgery and hospitals as faraway as Maidstone, Guildford and occasionally up to London. As no one was willing to put themselves forward as an officer of the team, the charity commissioners requirement led to no option but to fold.

Cllr C. Macve asked that if members knew of anyone who could be persuaded or suggested to them to take on the position of Chair, then it was not too late.

The Age Concern group were not going to advise the charity commissioners until next month that they were ceasing to exist, although in the foreseeable future, they did still intend for the Treasurer and several drivers to continue providing a service to the community.

However, without the umbrella backing of the organisation, although they had cover and proper insurances in place, they were not sure how long they could continue with this service without the back of the organisation.

Cllr. C. Macve added that this was not at all an onerous position, the working group meeting was once a quarter for an hour or so. It was just having a name to put on the paperwork.

**EL70.05.22** It was **RESOLVED** to reinstate standing orders.

Cllr. D. Bennett had been the councillor at the AGM meetings for a number of years and wanted to echo the above and that it was unfortunate that Age Concern had become increasingly run by the people who now needed the service themselves, so it would therefore be a great loss to the community. As with everything in this town new volunteers to come forward.

The Chairman asked if the town council representative on that committee would be able to become the next chair person if it was just a name to keep it running. However, Cllr. C. Macve asked members to note that the current age of the Chair who had helped to keep this service running over the years may be in need of this service himself, as anyone else in their eighties, so it would be a huge loss for them too if this support no longer existed.

Cllr S. Mayhew asked members to put any feelers out if there was anyone who could volunteer for at least another year to give them more time to continue.

Age Concern were going to register discontinuance at the end of June so it was too late to add to the voice section of Uckfield Matters, which had already gone to print and the next leaflet would not come out until the end of July.

Members would liaise with Ashdown Radio and the new Uckfield News and Events social media group to try to help to continue this service for our local community who were in need.

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

Apologies for absence were received in advance from Cllr. K. Bedwell and Cllr. J. Edwards.

### **4.0. MINUTES**

#### **4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 4<sup>th</sup> April 2022**

**EL.71.05.22** It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 4<sup>th</sup> April 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.11.07.20 – To consider installing electric charging points at the council buildings**

This would require some timely investigative work to consider the future options and to undertake the work already underway by WDC and ESCC. The Climate Change working group will remain engaged.

##### **EL.18.09.20 – To consider – Sharing boxes idea from local resident**

The Lions and Men's Shed were asked if anyone might be interested in harnessing this idea. The Secretary of the Lions Club said that unfortunately, members were not ready to undertake this task yet since many of whom are still concerned with Covid. However, this might change when this situation improves.

EL.50.01.22 – To consider a street lamp outside 21 Mount Pleasant

A report was presented at the last E&L meeting on 4<sup>th</sup> April 2022. Works were to be carried out in due course although may now be able to repair the existing light whilst safety audit undertaken. Awaiting quote from ES Highways.

EL.51.01.22 – To consider enquiry relating to litter left at the Ridgewood MUGA

The litter bin policy along with bin scoring evaluation system were updated at the last E&L meeting on 4<sup>th</sup> April 2022. Members agreed to the installation of a litter bin at Ridgewood MUGA. An e-bulletin was also sent to local sports clubs & Uckfield College asking their users to be mindful of litter dropping. No further action.

EL.61.02.22 – To consider fencing along the north end of Harlands Farm Playing Farm

The Secretary for New Town Action Group has written to the residents of the four bungalows for their comments and invited the householders to their last meeting which was held on 6<sup>th</sup> April. No response received from residents in Selby Gardens but the action group would advise if any further comments received. Health and Safety signage had been placed in the highlighted area of concern. No further action.

Cllr. D. Bennett asked for an health and safety issue to be reported: at the southern entrance of Harlands Primary school, near to the entrance gate used to access the field, there were a couple of stumps that were a trip hazard – the Senior Administration Officer would report this to the Head Groundsman to remove or re-plant them if needed.

EL.64.04.22 – To consider revised Litter policy – Policy No. 78

Three new litter bins to be ordered for Streatfield Road, Ridgewood MUGA (Town Council land) and adjacent to Bell Lane Allotment (by Scarlett's Close) and installed in due course. No further action.

EL.66.04.22 – To consider signage for ducks crossing – Mallard Pond

The sign on the pond 'do not feed the ducks' has been removed to try to prevent the ducks from crossing the road if they are feeding within their habitat. No further action.

4.3. Project Monitoring List – For information only

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

FC92.01.20 – Bench on London Road (by Southview Drive)

The covid bench had been installed on Luxford Field with a standard bench going on London Road due to delays with ES Highways.

A new bench had arrived for London Road, UTC had paid for the appropriate licence. Once staff were up to full capacity the bench will be installed. No further action.

FC64.01.21 – Covid contingency fund for play area spraying

This was taken to Full Council on 6<sup>th</sup> December 2021 and members asked to monitor situation.

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. No further action.

FC82.01.22 – Victoria and Ridgewood Signage

This project had been completed. No further action.

FC82.01.22 – ESCC Grass Verge Cutting Contribution

The invoice for the Town Council's contribution was paid in April 2022. No further action.

FC82.01.22 – Grass Cutting Ride On Mower/Chipper

Items purchased and the new Chipper had now arrived. No further action.

**5.0. FINANCE**

5.1. To note bills paid

Members noted the report.

5.2. To note the Income and Expenditure report (provisional year end 2021-22)

Members noted the report – no comments.

**6.0. ADMINISTRATION**

6.1 To note changes from ES Highways regarding response to reports of vegetation defects

Members noted the report.

**7.0 ENVIRONMENT**

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

Members noted the report.

7.2 To consider illegal tree works to Town Council trees

This report identified an issue regarding unauthorised works on Uckfield Town Council owned trees.

Members agreed with initial information from Wealden that legal action would be required in order for the Town Council to be seen to enforce the the message that local residents cannot just take it upon themselves to vandalise public property.

Committee members were unhappy with this situation as it was unacceptable to be reducing trees beyond their own property which was also Town Council land.

One member pointed out that if this tree had been a vast drinker of water, there could have been unnecessary flooding in the area causing further issues.

Cllr. S. Mayhew proposed sending a strongly worded letter with all concerns raised and within that letter, request that they have to clear up the mess that they had made, at their expense, and be asked to donate to plants and new trees elsewhere. If they did not agree with this, then the Town Council would have no choice but to take legal action. Cllr. B. Cox seconded this motion and members all agreed.

**EL72.05.22** Members noted the report and **RESOLVED** to:

- (i) agree that a strongly worded letter be sent to the resident requesting that they clear up the mess created at their own expense, and;
- (ii) donate to plants and new trees elsewhere, but if not carried out;
- (iii) pursue legal action as recommended by Wealden DC.

**8.0 SPORTS AND LEISURE**

## 8.1 To consider a number of improvements to direct tourism to Uckfield

Cllr. D. French advised that this idea began with one resident who had a motorhome and there were often designated places to park and to stop off to visit the local towns whenever she travelled around the country. She said that it would be great if we could promote Uckfield more as a town that people did not just drive past along the bypass, but wanted to visit and enquire about what's on offer in the town.

The Town Clerk had already tied this in with the local plans as an agenda item and something to look into.

Cllr. B. Cox added that if we did have an area where people could settle and feel free to wander around the town, it would mean that our listed areas of outstanding natural beauty would also be open here and would be a reason to come to Uckfield. He agreed this was a good idea to have parking facilities enhanced for motorhomes.

### ***Proposals for better parking facilities for motorhomes:***

The new Gridserve site on the A22 by Copwood roundabout: Cllr. S. Mayhew advised maybe looking at the new solar farm being built on the A22 bypass which would have bigger parking facilities for motorhomes. There was a limited supply of parking in Uckfield on some days, so members agreed that this might be a good idea to pursue.

Fairwarp car park: Cllr. D. French pointed out that there was a motorhome parked at Fairwarp car park, which was a private car park, but was at the back of the shops where people didn't park their cars anyway, so it might be worth approaching them about this. They would still need to be encouraged to walk into town, however.

Whitehouse Farm: There was currently a facility for motorhomes at Whitehouse Farm which attracted quite a lot of motorhomes. This was a caravan club site and a local facility although not in the town centre.

Station car park: Cllr. A. Smith suggested asking the station car park owners if that could be used as it was a large enough space within the town, and with no height restrictions or barriers. Network Rail owned the car park but it was managed by APCOA.

Members agreed that ideally, it would be better if there were just a couple of spaces in town and second, spaces up off the bypass at the new Gridserve site. There were issues with Victoria Pleasure Ground if vehicles stayed too long and also because it was recreational grounds so it could be a bit problematic without regulations in place which we could action to restrict numbers. We certainly didn't want to publicise this area as an option for that reason.

### ***Ideas for better signage to direct people into town:***

Gateway signage: Cllr. B. Cox reminded members that Ashdown Forest were introducing car park fares and trying to keep people away from the forest as much as possible, so we had as much potential as any other local towns such as Crowborough who were re-inventing themselves as a gateway town to the forest.

Gridserve site: members were keen on the idea that this would require signage here so we could maybe make a request for them to put additional signage up with members' recommendations.

The brown tourist signs did need updating as there was still a hotel emblem on the one leading into Uckfield, presumably in reference to the Smoke House & Lodge which had since closed down.

Cllr. J. Beesley asked if we could also have additional signs to the brown tourist signs at main points going into town, such as Budletts roundabout, Tesco's roundabout, the end of Lewes Rd and so forth. It was thought that this would increase visitors to the town generally, not just as a stop gap but for them to learn about our local and special events going on.

Cllr. D. Bennett came up with some good ideas for having the Civic Centre with the two masks to publicise events going on in the town and maybe something like 'Wealden Market Town', 'Historic County Town' or wording to that effect, with of course twenty-four hour petrol information.

Going forward, Cllr. A. Smith suggested adding tourism as a subject at a future infrastructure working group meeting since this should be discussed as part of the infrastructure for the town.

**EL.73.05.22** Members noted the report and **RESOLVED** to:

- (i) introduce the following ideas for improvements to direct tourism to Uckfield at the next infrastructure working group meeting: better parking facilities for motorhomes in town and improved signage, and to;
- (ii) consider if there is anything additional that should be explored to be discussed at that next meeting, and;
- (iii) for the Estates and Facilities Manager to explore those initiatives put forward already with the various responsible agencies, including any leverage through ES Highways for proper signage from developers.

**9.0 REPORTS FROM WORKING GROUPS**

9.1 Climate Change working group – Review of Eco Expo – 30 April 2022

Members noted the report and Cllr. A. Smith wished to thank Cllr. K. Bedwell for putting an extraordinary amount of effort into this event, which was incredibly successful.

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

10.1 Active Uckfield

Members noted the report.

10.2 Age Concern

Members noted the report.

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. There will be another AGM in the near future.
- 10.8 Uckfield Festival Association  
Nothing to report - there will be a poster coming out soon with a line-up of events.
- 10.9 Uckfield Parkrun Board  
Nothing to report at this time.
- 10.10 Uckfield Railway Line Parishes Committee  
Nothing to report at this time.
- 10.11 Uckfield Youth Club Board  
Members noted the report.
- 10.12 Wealden Bus Alliance/Weald Link  
Nothing to report at this time.

#### **11.0 CHAIRMANS ANNOUNCEMENTS**

The Chairman announced that there had been an exceptionally good turnout for the unveiling of Geoff Pollard's bench at West Park nature reserve, which was absolutely stunning, and included councillors and locals residents attendance. This gathering was extremely heartfelt by everyone who attended.

This was also the last meeting for this term, so the Chairman thanked all those who had provided him with their support and assistance.

#### **12.0 CONFIDENTIAL BUSINESS**

**EL.74.05.22** 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 19:40pm

## UCKFIELD TOWN COUNCIL

### ACTION LIST - FOR INFORMATION ONLY

#### Environment and Leisure Committee

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

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL.28.09.16</u></b>	<u>To consider revised byelaws for the Town Council's Local Nature Reserves (LNRs)</u> Members reviewed the amendments to the byelaws which still require Natural England and DEFRA's approval. It was <b>RESOLVED</b> to accept the revised byelaws.	05.09.16	HG	The Town Council has sealed and signed the byelaws. A public notice will be published soon to provide the public with an opportunity to view the byelaws, prior to their submission to the Secretary of State.
<b><u>EL.26.01.19</u></b>	It was <b>RESOLVED</b> that the Supporter Groups for both reserves be consulted with a view to shorten the byelaws in accordance with DEFRA's comments and report back to the Environment & Leisure committee.	28.01.19		
	<u>Harlands Farm Pond</u> The Ranger is to be asked for ideas to captivate children's interest whilst at the pond.	18.04.17	NM	The Ranger asked Harlands Primary School last week to see if they would like to add some input and maybe do a reptile survey there next year. The site would require some clearing to be usable for children. The Ranger said he's not sure there's a lot in the pond itself but could maybe do some dipping there.
	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		
<b><u>EL.43.01.20</u></b>	<u>7.2 To receive an update on the ecological report on the Town Council's Land at Bellbrook</u> Members <b>RESOLVED</b> 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	06.01.20	MF/HG	The Town Council's Solicitors had been asked to arrange an update with Land Registry.  The Estates and Facilities Manager chased the solicitor for an update on 28 April 2022.  HM Land Registry rejected the

	Wood' to give it an identity.			<p>original approach on the basis they were overwhelmed with applications and were only dealing with certain types. Since the Land Registry system is taking up to 12 months to deal with some applications, the Estates team will check their policy on this.</p> <p>At the Land Registry (Title Number ESX22093) the land is merely described as land south of Bell Lane, Uckfield. So far as the TC records are concerned council members can name this area as they wish (decision has already been resolved on this matter).</p> <p><b>NFA</b></p>
<b>Resolution No.</b>	<b>Details</b>	<b>Date Raised</b>	<b>Action By</b>	<b>Date Complete</b>
<b><u>EL18.07.21</u></b>	<p><u>To consider options to review the gate access to Ridgewood Recreation Ground off New Road</u> Members noted the report and <b>RESOLVED</b> to:</p> <p>(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.</p>	26.07.21	MF	<p>Work has not yet been carried out as a result although no issues have been reported since July 2021.</p> <p><b>NFA</b></p>
<b><u>EL31.09.21</u></b>	<p><u>To consider opportunities to commemorate the Queen's Platinum Jubilee in 2022</u> Members noted the report and <b>RESOLVED</b> to:</p> <p>(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.</p>	06.09.21	HG	<p>The Queen's Platinum Jubilee event took place on Thurs 2 June 2022 (from 6pm).</p> <p><b>NFA</b></p>

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL35.10.21</u></b>	<p><u>To review fees and charges for Snatts Road Cemetery for 2022/23</u>  Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) agree to increase the fees and charges for Snatts Road Cemetery in 2022/23 by 1.5%, and;</p> <p>(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.</p>	18.10.21	RN/HG	<i>Working group to be set up and first meeting to be held hopefully in July. This work would ideally need to be completed by November but actually has limited impact on budget setting so needs to be completed by end of March 2023.</i>
<b><u>EL44.11.21</u></b>	<p><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;</p> <p>(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).</p>	15.11.21	RN	<i>Working group to be set up and first meeting to be held hopefully in July. This work will need to be completed by November to feed into the annual review of fees and charges for budget setting.</i>
<b><u>EL54.01.22</u></b>	<p><u>To consider if Uckfield Town Council wishes to hold an event which can be incorporated within Uckfield Festival week 2022</u>  Members noted the report and <b>RESOLVED</b> 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.
<b><u>EL72.05.22</u></b>	<p><u>To consider illegal tree works to Town Council trees</u>  Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) agree that a strongly worded letter be sent to the resident requesting that they clear up the mess created at their own expense, and;</p> <p>(ii) donate to plants and new trees elsewhere, but if not carried out;</p> <p>(iii) pursue legal action as recommended by Wealden DC.</p>	16.05.22	RN	A response was received from the resident, and solicitors have been instructed.

Resolution No.	Details	Date Raised	Action By	Date Complete
<b><u>EL73.05.22</u></b>	<p><u>To consider a number of improvements to direct tourism to Uckfield</u></p> <p>Members noted the report and <b>RESOLVED</b> to:</p> <p>(i) introduce the following ideas for improvements to direct tourism to Uckfield at the next infrastructure working group meeting: better parking facilities for motorhomes in town and improved signage, and to;</p> <p>(ii) consider if there is anything additional that should be explored to be discussed at that next meeting, and;</p> <p>(iii) for the Estates and Facilities Manager to explore those initiatives put forward already with the various responsible agencies, including any leverage through ES Highways for proper signage from developers.</p>	16.05.22	RN	<p>ES Highways have been contacted to ask for guidance and information on updating tourism brown signage at main access points coming into Uckfield (Budletts roundabout, Copwood roundabout, Little Horsted roundabout).</p> <p>This included:</p> <p>(i) removing existing reference to the Smokehouse.</p> <p>(ii) exploring the introduction of signs directing traffic to 'Wealden Market Town' or 'Historic County Town'</p> <p>(iii) Civic Centre with two masks</p> <p>(iv) the original report suggested perhaps Bridge Cottage or the local nature reserves</p>

**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2022/23**

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

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

**Projects in 2022/23 Budget – New Initiatives**

<b>Project Name</b>	<b>Replacement Ground tools and equipment</b>		<b>Project Number</b>	<b>68</b>
<b><u>FC.82.01.22</u></b>	£2,000	17.01.22	In progress.	

<b>Project Name</b>	<b>Speed reduction initiative (already have £3,199.64 in earmarked reserves)</b>		<b>Project Number</b>	<b>69</b>
<b><u>FC.82.01.22</u></b>	Plus £2,000 placed into budget in 2022/23	17.01.22	Will be utilised when further research has been undertaken into the various roadside initiatives available.	

<b>Project Name</b>	<b>Platinum Jubilee Celebrations</b>		<b>Project Number</b>	<b>70</b>
<b><u>FC.82.01.22</u></b>	£500	17.01.22	This project has now been completed and a review of expenditure will be incorporated into the income and expenditure report at the next committee meeting. <b>NFA.</b>	

**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2022/23**

<b>Project Name</b>	<b>Purchase of more animal friendly bins</b>			<b>Project Number</b>	<b>71</b>
<b><u>FC.82.01.22</u></b>	£1,500	17.01.22	In progress.		

<b>Project Name</b>	<b>Tree for a tree planting programme</b>			<b>Project Number</b>	<b>72</b>
<b><u>FC.82.01.22</u></b>	£2,000	17.01.22	Winter 2022/23.		

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

**Monday 27 June 2022**

### **Agenda Item 6.1**

#### **TO REQUEST ANY ITEMS FOR STRENGTHENING LOCAL RELATIONS MEETING ON 13 JULY 2022**

##### **1.0 Summary**

- 1.1 Members are asked to provide any items they may wish to raise for the next Strengthening Local Relations meeting to be held on 13<sup>th</sup> July 2022. This meeting is a partnership meeting between Uckfield Town Council and ES Highways and takes place every six months. This enables us to raise ongoing issues that need to be brought to attention.
- 1.2 The agenda will be circulated two weeks prior to that meeting by ES Highways Customer Service Management (items therefore required by 28 June 2022) so that all attendees, including the Highway Steward, are aware and can provide any feedback or updates at the meeting.

##### **2.0 Recommendation**

- 2.1 Members are asked to provide any items for consideration.

Contact Officer: Rachel Newton



## Meeting of the Environment & Leisure Committee

Monday 27 June 2022

### Agenda Item 6.2

#### REPRESENTATIVES ON OUTSIDE BODIES 2022-23

##### 1.0. Outside Bodies

- 1.1. At the Annual Statutory meeting of the Council on 23 May 2022 it was agreed that the following representatives be appointed at the next meeting of Environment & Leisure Committee.

Hempstead Meadows & West Park L. N. R	(2) (1 member and 1 substitute)	<i>To be appointed at first E&amp;L Committee after Annual Stat meeting</i>
---------------------------------------	--	---

- 1.2. Councillor D. French expressed an interest in the priority setting process before the Annual Statutory meeting of the Council, where members submit their interests to the Town Clerk.

##### 2.0. Recommendation

- 2.1 Members are required to appoint a maximum of two representatives to the Local Nature Reserve Supporter Group.

Contact Officer: Holly Goring

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

**Monday 27 June 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

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

##### Hempstead Lane Play Area and Hempstead Meadows

Minor work was carried out to the footpath however works have been postponed due to weather conditions. Awaiting update.

##### Rocks Park Play Area

Nothing new to report.

##### Snatts Road Cemetery

In-house mowing on rotational basis creating good habitat for flora and fauna.

##### West Park Recreation ground and WPLNR

Nothing new to report.

##### Boothland Wood

Nothing new to report.

##### Equipment & Vehicles

New replacement strimmers on order  
1x mower awaiting repairs  
Awaiting parts for ride on mower

##### Street Furniture & Lighting

New bench installed for London Road bus stop.

##### Ridgewood Recreation Ground

Nothing new to report.

##### Elizabeth Gardens

Nothing new to report.

##### Luxfords field and play area.

Jubilee benches installed, kindly donated by the Uckfield & District Lions Club.

##### **2.0 Recommendations**

2.1 Members are asked to note the report.

Contact Officers: Mark Francis

## Meeting of the Environment and Leisure Committee

Monday 27 June 2022

### Agenda Item 7.2

#### **TO CONSIDER A PROPOSAL FOR A QUEEN'S PLATINUM JUBILEE SIGN AT VICTORIA PLEASURE GROUND**

##### **1.0 Overview**

- 1.1 The Uckfield Platinum Jubilee Beacon Lighting Ceremony was enjoyed by everyone who attended on Thursday 2 June 2022 at Victoria Pleasure Ground.
- 1.2 In commemoration of this royal event, a local resident has been in touch with a good suggestion to the Town Council asking that the hanging sign adjacent to the beacon be refurbished or replaced. There is currently a Diamond Jubilee sign positioned in this location, see images below:



Image 1: Uckfield Beacon



Image 2: Diamond Jubilee 2012 sign

##### **2.0 Possible suggestions**

- 2.1 To celebrate the Platinum jubilee, an additional matching sign could be commissioned and hung opposite the existing one as a permanent record of this iconic event.

2.2 Alternatively, The Town Council could upgrade the existing sign, to celebrate Her Majesty, the Queen's Platinum Jubilee.

**3.0 Recommendation**

3.1 Members are asked to advise the Clerk of how they wish to proceed.

Contact Officer: Rachel Newton

## Meeting of the Environment and Leisure Committee

Monday 27 June 2022

### Agenda Item 7.3

#### TO CONSIDER REMOVAL OF A LITTER BIN ON HUNTERS WAY

##### 1.0 Litter bin in Hunters Way

- 1.1 The Head Groundsman has identified a litter bin that has been frequently full of unhygienic waste. The bin is not on a popular walking route and the nearest house numbers are numbers 1-98 Hunters Way which are set further back up the road leading on to residential areas. The waste could be from either a passer by or residential property in the vicinity of the bin.
- 1.2 We are not certain at this stage if the waste has been disposed of in this location during the bin strike or if it is a longer term issue.

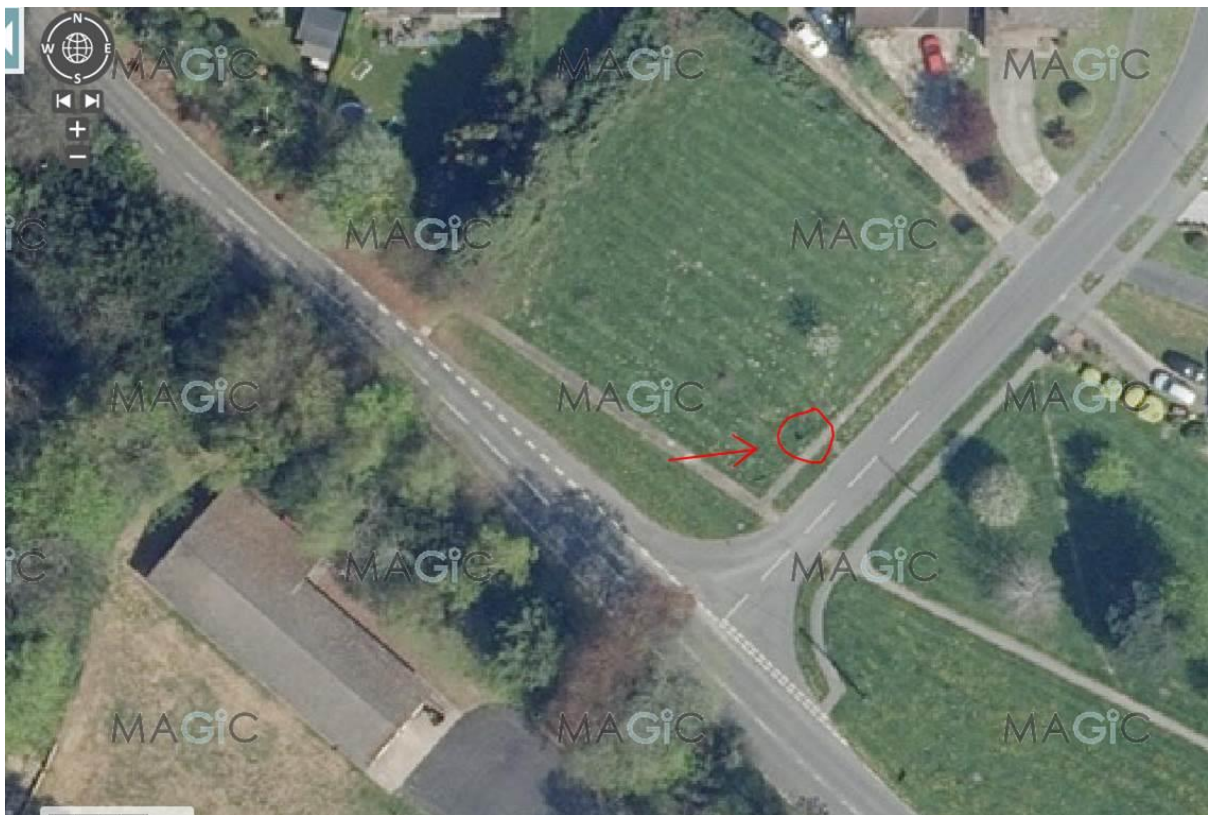


Diagram 1: Hunters Way showing position of litter bin marked within red circle

##### 2.0 Recommendation

- 2.1 Due to the nature of the waste being disposed, members are asked to confirm whether they agree to having this litter bin removed temporarily to reduce any risk to Grounds staff and others using the bin.

Contact Officer: Mark Francis

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

**Monday 27 June 2022**

### **Agenda Item 9.1**

#### **TO RECEIVE AN UPDATE FROM THE CLIMATE EMERGENCY STEERING GROUP ON 16 JUNE 2022**

##### **1.0 Summary**

- 1.1 The Climate Emergency Steering Group has not met since the Eco Expo on 30 April 2022, although Cllr. A. Smith has provided a short update report about UGP:

Uckfield Green Partnership, begun under the auspices of the Climate Emergency Steering Group but is now functioning autonomously. The group meets monthly. The most recent meeting, on June 14th, featured a talk from Dr Jeremy Leach, a behaviour change expert at Wealden District Council. He talked about the 'nudge technique' used to positively promote social change by playing into individual's desire to see themselves in a positive light. Examples of this in action included speeding campaigns, strategies for encouraging individuals to pay their taxes on time and volunteer recruitment strategies.

##### **2.0 Recommendations**

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

Contact Officers: Rachel Newton

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

**Monday 27 June 2022**

### **Agenda Item 9.2**

#### **TO NOTE AN UPDATE FROM THE ALLOTMENT WORKING GROUP**

##### **1.0 Overview**

- 1.1 A meeting was held by the Allotment Working Group on 24 May 2022 to begin to review the Allotment Rules and Regulations (last revised in 2019) and the renewal of the tenancy contract on 1 April 2022.
- 1.2 Committee members noted that the allotments waiting list had reduced considerably since lockdown, following site inspections carried out at the beginning of April. Those tenants who did not wish to continue rescinded their plots and some were taken back which had not been used at all.
- 1.3 The next inspections would be carried out in July with a council official, a councillor and a member of the Allotment Association present on each site.
- 1.4 A small Allotment Group meeting is due to take place on 28 June 2022 with members of the Allotment Association, followed by a further in-depth meeting in September with continuous focus in the meantime on the review of the contract and update of the rules and regulations.

##### **2.0 Recommendation**

- 2.1 Members are asked to note the report.

Contact Officer: Rachel Newton

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

**Monday 27 June 2022**

### **Agenda Item 10.6**

#### **LUXFORD CENTRE MANAGEMENT COMMITTEE JOINT ANNUAL GENERAL COMMITTEE MEETING – 14 MAY 2022**

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

- 1.1 The AGM for the centre covering the year to 31 December 2021 was held face to face on 14 May 2022.
- 1.2 The meeting was well attended by both the House and Executive Committees, club members and guests.
- 1.3 Items on the agenda were attended to and reports received from the Chairman of both committees recording the progress over the past year.
- 1.4 The highlights were in particular, the steady progress in increasing membership and events after the previous two years, the improvement works undertaken during the shutdown and the very healthy financial state of the club thanks largely due to government grants. The Chairman expressed their grateful thanks to all officers and members of the committees for their support and assistance during these difficult times.
- 1.5 The election of Chairman, Vice Chair, Secretary, Treasurer and members were all proposed, seconded and agreed by those eligible to vote.
- 1.6 At the conclusion of the meeting, the Chairman thanked all those for attending and reminded members that the joint AGM of 2022 would be held on 13 May 2023.

Councillor Chris Macve.

##### **2.0 Recommendation**

- 2.1 Members are asked to note the above report.

Contact Officer: Rachel Newton



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

**Monday 27 June 2022**

### **Agenda Item 10.10**

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

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

- 1.1 At a very limited meeting held on 11 May, it was reported that the current service had seen a mixed level over the previous two months with less turnarounds but still occasions of late running and cancellations.
- 1.2 There was still only a two-hourly service during the middle of the day, despite hope that the new May timetable would confirm and return to a one-hourly service. Also, the 22:07 train from London Bridge has not been reinstated.
- 1.3 The committee were still awaiting a response from Transport for South East on their request for a meeting with the rail representative, and also confirmation on the possible electrification of the line.

Councillor C. Macve

##### **2.0 Recommendation**

- 2.1 Members are asked to note the report.

Contact Officer: Rachel Newton