



# UCKFIELD TOWN COUNCIL

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**Town Clerk – Holly Goring**

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Meeting of the **Environment and Leisure Committee** to be held on  
**Monday 13 October 2025 at 7.00pm**  
in the Council Chamber, Civic Centre, Uckfield

## AGENDA

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

### 1.0. DECLARATIONS OF INTEREST

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

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

### 2.0. STATEMENTS FROM MEMBERS OF THE PUBLIC ON MATTERS ON THE AGENDA AT THE CHAIRMAN'S DISCRETION

### 3.0. APOLOGIES FOR ABSENCE

### 4.0. MINUTES

- 4.1. Minutes of the meeting of the Environment and Leisure Committee held on 1 September 2025
- 4.2. Action list – for information only
- 4.3. Project monitoring list – for information only
- 4.4. Forward plan – for information only

### 5.0. FINANCE

- 5.1. Bills paid
- 5.2. To note the income & expenditure report ending 31 July 2025

### 6.0. ADMINISTRATION

- 6.1 To note the minutes from the Allotment Conference held on 10 September 2025

### 7.0. ENVIRONMENT

- 7.1 To note the current position of the Town Council's Estates
- 7.2 To receive an update on a management plan for Snatts Road Cemetery
- 7.3 To consider an additional access point to allotments via an area of land owned by the League of Friends of the hospital

## **8.0. LEISURE**

- 8.1 To receive an update on the Our Parks initiative in 2025
- 8.2 To receive an initial update on an application to the Football Foundation for a new 3G Pitch in Uckfield
- 8.3 To receive an update on the installation of new play area equipment

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

- 9.1 To receive a progress update from the Fees & Charges Working Group

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

- 10.1 All Weather Pitch Operational Group
- 10.2 Biodiversity links - Ashdown Forest and Weald to Waves
- 10.3 Local Nature Reserve Supporters Group
- 10.4 Luxford Centre Management Committee
- 10.5 Uckfield Railway Line Parishes Committee
- 10.6 Uckfield Youth Club Trust Board
- 10.8 Wealden Food Partnership Advisory Group
- 10.9 Uckfield & District Twinning Association – AGM only

## **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**

7 October 2025



Minutes of the meeting of the **Environment and Leisure Committee** held on  
Monday 1<sup>st</sup> September 2025 at 7.00pm  
Council Chamber, Civic Centre, Uckfield

**PRESENT:**

Cllr. Angie Smith (Chair)  
Cllr. Duncan Bennett  
Cllr. Val Frost  
Cllr. Spike Mayhew

Cllr. Karen Bedwell  
Cllr. Donna French  
Cllr. Chris Macve

**IN ATTENDANCE:**

Councillor Peter Selby  
One member of the public  
James Hollingdale – Estates and Facilities Manager

Rachel Newton – Senior Administrative Officer  
Minutes taken by Rachel Newton

**1.0. DECLARATIONS OF INTEREST**

Members and officers were reminded to make any declarations of personal and/or prejudicial interests that they may have in relation to items on the agenda.  
Councillor K. Bedwell announced a prejudicial interest in relation to item 7.2 as Chair of Ridgewood Village Hall Committee, and would leave the room during those discussions.

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

[Councillor K. Bedwell left the room at 19:05pm]

Members agreed to suspend standing orders to allow a local resident and Booking Officer for Ridgewood Village Hall Management Committee, to speak in relation to agenda item 7.2:

*"Ridgewood Village Hall is a small community run charity supported by thirty-two dedicated volunteers and we serve Uckfield and surrounding villages. All our income is generated through hall hire and fund-raising events and we receive no other regular funding or revenue streams. We hold a full repair and maintenance lease with Uckfield Town Council and have consistently met the terms of that lease, and to date we have raised over £110,000 to refurbish and improve the hall and a project that remains ongoing.*

*We are very grateful to the Town Council for its support over the years through grant funding towards essential improvements, including the guttering, windows, doors and solar panels. Also, most recently with the refurbishment of basement storage areas which had fallen into disrepair due to flooding issues, particularly with the adjacent car park.*

*Unfortunately, despite our efforts the largest of our basement storage rooms continues to suffer from water ingress believed to have been caused by drainage*

*issues, originating from the recreation ground. This ongoing flooding not only threatens the structural integrity of the building, but also renders the space unusable despite having invested £10k to make this functional. In an effort to mitigate further damage, the committee funded the installation of french drains in front of the basement doors, even though this area technically lies outside the scope of the lease agreement.*

*We are increasingly concerned by the lack of progress in resolving the persistent drainage and surface issues in the car park, which now sees over three-hundred users per week with the hall, and in its current condition poses a significant health and safety risk.*

*We respectfully urge Uckfield Town Council to take immediate steps to implement the drainage solutions recommended under 7.2 of the agenda, ideally before the winter months which only bring rainfalls and further dampness. We also strongly feel that those costs should not fall to the Ridgewood Village Hall committee. Our financial resources are limited and the root cause of the problem lies on land owned and managed by the council.*

*Finally, we would ask that the Town Council prioritise making the car park surface safer before the winter sets in, to prevent further weather-related hazards and deteriorating conditions.*

*Thank you for your time and consideration.”*

The Chair thanked the resident for bringing those additional matters for consideration and would be discussed later on under item 7.2.

Members agreed to reinstate standing orders.

[Councillor K. Bedwell re-entered the room at 19:08pm]

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

Apologies were received in advance of the meeting from Councillors B. Reed and M. McClafferty who were both unable to attend due to personal and work reasons.

### **4.0. MINUTES**

#### **4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 7 July 2025**

**EL.19.09.25** It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on the 7 July 2025 be taken as read, confirmed as a correct record and signed by the Chair.

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

Members noted the report and all ongoing items. No actions to be removed.

#### **4.3. Project Monitoring List – for information only**

Members noted the report and it was good to see those items moving forward. No actions were to be removed.

### **5.0. FINANCE**

#### **5.1. To note bills paid**

Members noted the report, with no comments made.

#### **5.2. To note the income and expenditure report ending 30 June 2025**

Members noted the report and the Chair was pleased to announce that the income had surpassed its target and expenditure was lower than expected, so we were moving in the right direction.



## **6.0. ADMINISTRATION**

### **6.1 To note the draft minutes of the Strengthening Local Relations (SLR) meeting held on 1 July 2025**

Members noted the report. A small typo was amended at item 11.0 to declare that Councillor C. Dowling arrived at 9:24am, not 10:24am.

## **7.0 ENVIRONMENT**

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

Members noted the report and the Chair asked if there were any plans to fix the seesaw which was taped off at Ridgewood Recreation Ground.

The Estates and Facilities Manager provided an update regarding recent discussions with KOMPAN, the new compliance contractors. Their aim was to build a structure to deal with any replacements although there were still some teething issues with delays and budget constraints.

To replace each piece of equipment would roughly cost in the region of £4k, whilst the process of sourcing parts, whether in-house or externally, could involve materials not being in stock.

With a previous contractor, it could sometimes take up to six months for a piece of equipment to be produced and another month for it to be shipped over from the manufacturer in Europe.

With this particular part, the seesaw was ordered in April and expected in November, ready to be installed and inspected. The Estates and Facilities Manager had tried a different route to get this sourced but was facing the same issues.

Moving forward, this was a long-term project with a new contractor and once those issues were ironed out, we would try to keep more of the items necessary for repairs in stock.

In terms of safety checks, KOMPAN would be responsible for the three-monthly inspections over our ten sites, including annual inspections and detailed costings for high or medium risk repairs. Then, with any items needing repair we only needed to go through one company rather than several to deal with one issue.

The parts and equipment were also interchangeable on the whole, and KOMPAN could adapt what they had although they could also order from former playground providers if necessary. KOMPAN had a warehouse in the UK and were a smaller company than the Town Council had used previously so would be more likely to try to impress and concentrate on their customer focus and aftercare.

Also, by choosing metal rather than timber products, these should be more durable and easier to maintain.

On a separate matter, in relation to the attendance of Wealden Street Scene Officials at the Weald on the Field event, they had remarked on the areas where dog fouling appeared to be reduced, although this was not entirely the case in some areas such as Harlands Farm Playing Field where dog owners were still not acting responsibly and picking up after their dogs.

### **7.2 To receive a progress update on water ingress into Ridgewood Village Hall** [Councillor K. Bedwell left the room at 19:25pm]

Members were keen to choose the most beneficial option in the longer term, and quote two was recommended as most effective of the two options. This included a

soak away *and* a secondary chamber to increase the capacity and accommodation of surface water from the recreation grounds.

There was money in earmarked reserves that could potentially cover the works although this was also for wider car park improvements at this site.

The Estates and Facilities Manager provided a brief update in relation to the water coming in from the field side of the building to the front, whilst the issues to the back of the building had been dealt with.

The car park had a clay surface with minimal drainage and no water discharge outlets, and natural springs on the field were channeling through to the car park.

The idea was to bidesome time to look at longer term solutions for the car park, whilst tackling drainage issues first to future proof the building.

It would never be recommended to tank internally if it could be done externally, as this would trap the water and effect the masonry long term. Also, to tank the side required, a wall would need to be removed first, which would not be viable here.

Members agreed to quote two including these suggestions:

- To increase the depth of the french drains to the full depth of the ground on the southern side of the ramp to the floor level. If they were going to tank the building, they would have to be excavate that area anyway.
- The tanking would need to go below the floor level to the top of the foundations, to prevent any water coming in from under the french drain.
- In relation to tanking internally and externally on that wall, if it was tanked properly on the outside, there would be no point in lining it internally. It would also be detrimental if water got trapped in between for the foundations.
- To consider planting a willow tree on one corner to soak up the excess water, although this could also do a lot of damage to drainage pipes so would need careful planning.

There was also a reference to a manhole in the latest quotation from Contractor A, although it was not clear where this was on their scale drawing and if this was a foul drain. This was a misprint however, as there was a manhole on the original soak away, although there was no surface water or foul drain nearby.

**EL.20.09.25** Members **RESOLVED** to agree to:

- (i) proceed with Quotation 2 from Contractor A to minimise the impact and ensure the safety of our leaseholders, and;
- (ii) enable leeway of an additional expense of fifteen percent just in case this goes slightly over budget, and;
- (ii) investigate the suggestions with the company that were raised at the meeting by experienced councillors in this field, and;
- (ii) continue to look into more radical ideas to fix the car park in the longer term.

[Councillor K. Bedwell re-entered the room and local resident, exited the room at 19:44pm. Councillor S. Mayhew also exited the meeting during this time since he had another meeting to attend].

7.3 Update on the Uckfield Station Car Park and electric charging

Uckfield Town Council had been approached by APCOA who managed the Uckfield Station car park. They had installed a number of electric vehicle charging points in

the Uckfield Station Car Park and were keen to explore partnership projects or initiatives in the local area.

Members were keen to support them since they had provided free parking for some events throughout the year, and the demand was also there. However, members wished to arrange a separate meeting this year with APCOA to explore some questions being raised that needed further clarification:

- Would residents have to pay to park in an electric bay, as there was a sign stating an automatic pay to park as you entered?
- Would residents be penalised for using an electric parking bay as a normal parking spot?
- What were the current rates and subsidising rates?
- Was there any security for parking overnight?
- Would there be enough spaces to park?

**EL.21.09.25** Members noted the report and agreed to having a meeting arranged in the next few weeks with APCOA to discuss some questions and ideas to explore with them first.

## **8.0 LEISURE**

### **8.1 To consider a request for a community garden on Town Council land at the end of Hunters Way**

Members liked this idea as a community project and enhancing this space. It would be helpful to send out a questionnaire to local residents in Hunters Way, to see if they want to engage and have any ideas and 'We Grow' could be involved.

The only concern was that the area would need to be designed sympathetically with the nature of the location being an open space and visible.

**EL.22.09.25** Members noted the report and all **RESOLVED** to agree in favour of Town Council land at the end of Hunters Way being transformed into a community garden space, with feedback being sought from local residents and community groups for ideas.

### **8.2 To consider a Seeds library on the Framfield West Allotment site**

A suggestion was made for the resident to contact the Allotment Association who were involved in the Seeds Day in February 2025 and are working with the Town Council to hold a Flower and Veg Fest on Saturday 23<sup>rd</sup> May 2026, followed by the Plants Swap on Saturday 25<sup>th</sup> July 2026.

It was felt that a wooden unit would decompose in time so it might be worth asking the Mens' Shed via the Association for their ideas.

With some recent anti-social behaviour on the allotment sites along Framfield Road, it would be wiser to act with caution and have this in a less obvious area next to the allotment hut (if agreeable), especially as the car park gate would soon be locked every evening.

**EL.23.09.25** Members noted the report and confirmed that the Allotment Working Group were setting seeds and plant swap events next year.

### **8.3 To note Wealden DC's Leisure Consultation**

The Chair asked members to individually complete the online survey by Friday 5<sup>th</sup> September and to let others know.

## **9.0 REPORTS FROM WORKING GROUPS**

Nothing to receive at this time.

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

10.1 All Weather Pitch Operational Group

Nothing to report at this time.

10.2 Conservators of Ashdown Forest

Members noted the report with thanks to Councillors D. French and B. Reed in relation to Weald to Waves and Biodiversity. This group had also signed up to West Park Nature Reserve as part of Weald to Waves.

There were also some considerations for members to make in terms of the budget setting and Section 106 in the future. The six points were listed at the back of the report and involved the completion of habitat assessments in Autumn time.

**EL24.09.25** Members noted the report and voted unanimously to accept all those recommendations within the report.

10.3 Local Nature Reserve Supporters Group

Nothing to report at this time.

10.4 Luxford Centre Management Committee

Nothing to report at this time.

10.5 Uckfield Railway Line Parishes Committee

Members noted the report with thanks to Councillor C. Macve.

10.6 Uckfield Youth Club Board

Nothing to report at this time.

10.7 Wealden Bus Alliance/Weald Link

Nothing to report at this time.

10.8 Wealden Food Partnership Advisory Group

Nothing to report at this time.

**11.0 CHAIR'S ANNOUNCEMENTS**

Nothing was raised.

**12.0 CONFIDENTIAL BUSINESS**

**EL.25.09.25** 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 8:00pm

## UCKFIELD TOWN COUNCIL

### ACTION LIST - FOR INFORMATION ONLY Environment and Leisure Committee

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

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL.28.09.16</u>	<u>To consider revised byelaws for the Town Council's Local Nature Reserves (LNRs)</u> Members reviewed the amendments to the byelaws which still require Natural England and DEFRA's approval. It was RESOLVED to accept the revised byelaws.	05.09.16	HG	In progress.
<u>EL.26.01.19</u>	It was RESOLVED that the Supporter Groups for both reserves be consulted with a view to shorten the byelaws in accordance with DEFRA's comments and report back to the Environment & Leisure committee.	28.01.19		
<u>EL73.05.22</u>	<u>To consider a number of improvements to direct tourism to Uckfield</u> 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 was anything additional that should be explored to be discussed at that next meeting, and; (iii) for the E&F Manager to explore those initiatives put forward already with the various responsible agencies, including any leverage through ES Highways for proper signage from developers.	16.05.22	RN/ HG	In progress.
<u>EL28.10.23</u>	<u>7.3 To consider the installation of a gate to restrict access to the Grounds work area next to Victoria Pavilion</u> (i) install a gate on the main drive (with a pedestrian gate and closer) estimated at £300 to £400, and; (ii) defer the decision to bring the path around the edge of the fencing up to the car park to the next E&L Committee in November 2023, after seeking further details on accessibility and funding options.	09.10.23	HG/JH	External contractors completed the works last Saturday. The yard will be closed for safety purposes and not open for public access - a press release will be sent out. <b>NFA.</b>

Resolution No.	Details	Date Raised	Action By	Date Complete
<u>EL.11.07.24</u>	<u>Climate Change working Group Update</u> Members resolved to agree to request staff to instruct the Town Council's solicitors in relation to the potential purchase of land adjacent to the River Uck and abutting the lane leading to the Sussex Horse Rescue site.	08.07.24	HG	In progress
<u>EL.18.09.24</u>	<u>To initially consider the proposed re-routing of the Public Right of Way from Ridgewood Farm into Boothland Wood as part of the development of this site</u> Members noted the report and <b>RESOLVED</b> to initially agree to the proposal from Redrow, to re-route the Public Right of Way from Ridgewood Farm away from Boothland Wood as part of the development of this site but if further consideration of routes needed to be explored.	02.09.24	HG	In progress.
<u>EL.35.01.25</u>	<u>To revisit the Cemetery working group and review options available for cemetery provision</u> Members resolved to agree to revisit the Cemetery working group, and to ask all Councillors (not just on this committee), to compare costs and facilities in comparison with other local service providers, and to share ideas for future cemetery provision.	20.01.25	RN	New signs have been installed at the entrance which includes updated mapping and safety instructions to visitors. The Fees & Charges Working Group reviewed income and expenditure at their meeting on 30 September, and confirmed no substantial review was required. The Estates team met onsite on 26 September and a report has submitted to E&L. <b>NFA.</b>
<u>EL41.03.25</u>	<u>To consider the consecration of a section of land at Snatts Road Cemetery to be named the new Y section</u> Members resolved to note the report before requesting, that officers: (i) look into those points raised at the meeting before deciding on the consecration of the new Y-section, and bring these points to the next meeting; (ii) seek advice from the Town Clerk in relation to writing a letter to the Head of Planning with a request for additional cemetery land in line with the amount of housing opportunities coming our way.	03.03.25	RN	In progress. Consecration date TBC.

	Details	Date Raised	Action By	Date Complete
<u>EL20.09.25</u>	<p><u>To receive a progress update on water ingress into Ridgewood Village Hall</u></p> <p>Members <b>RESOLVED</b> to agree to:</p> <p>(i) proceed with Quotation 2 from Contractor A to minimise the impact and ensure the safety of our leaseholders, and;</p> <p>(ii) enable leeway of an additional expense of fifteen percent just in case this goes slightly over budget, and;</p> <p>(ii) investigate the suggestions with the company that were raised at the meeting by experienced councillors in this field, and;</p> <p>(ii) continue to look into more radical ideas to fix the car park in the longer term.</p>	20.09.25	JH	<p>The works have been completed and the Estates team will monitor going forward.</p> <p><b>NFA</b></p>
<u>EL21.09.25</u>	<p><u>Update on the Uckfield Station Car Park and electric charging</u></p> <p>Members wished to arrange a separate meeting this year with APCOA to explore some questions being raised that needed further clarification:</p> <ul style="list-style-type: none"> <li>• Would residents have to pay to park in an electric bay, as there was a sign stating an automatic pay to park as you entered?</li> <li>• Would residents be penalised for using an electric parking bay as a normal parking spot?</li> <li>• What were the current rates and subsidising rates?</li> <li>• Was there any security for parking overnight?</li> <li>• Would there be enough spaces to park?</li> </ul>	21.09.25		Meeting with APCOA to be arranged in the New Year.

**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2025-26**

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

Project Name	Speed reduction initiative (already have £3,199.64 in earmarked reserves)		Project Number	69
<u><b>FC.82.01.22</b></u>	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.	

**Projects in 2024/25 Budget – New Initiatives**

Project Name	Roofed compound area for Grounds storage		Project Number	83
<u><b>FC.91.01.24</b></u>	£500	10.04.24	This is no longer required. Therefore, the funds can be reallocated being re-allocated for the pathway at Victoria. <b>NFA</b>	

**Projects in 2025/26 Budget – New Initiatives**

Project Name	Permanent welfare facilities for Harlands Playing Fields		Project Number	89
<u><b>FC.90.01.25</b></u>	£12,000	08.04.25	A temporary solution is currently being explored by the Estates & Facilities Manager, to be presented to Full Council, before consideration and grant funding opportunities are sought for a longer-term solution. This is currently on hold.	

Project Name	Conservation and wildlife monitoring (longer-term project)		Project Number	91
<u><b>FC.90.01.25</b></u>	£8,000	08.04.25	Wildlife appraisals have been commissioned and have commenced, alongside a dormouse survey of Boothland Wood. The bat survey has been quoted and will be put into next years budget, which will be approximately £3.8k.	



Environment and Leisure Committee at 31 July 2025

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Actuals at 31 Jul 25 £	Budget at 31 Jul 25 £	Aug 25 Budget £	Sept 25 Budget £	Oct 25 Budget £	Nov 25 Budget £	Dec 25 Budget £	Jan 26 Budget £	Feb 26 Budget £	Mar 26 Budget £	Totals 2025/26	Budget 2025/26
<b>Sales</b>																
Contribution to Town Centre Security (4040)	0	0	0	0	0	0	610	0	0	0	0	0	0	0	610	610
Weald Hall Events (4050)	1,833	1,082	2,175	1,662	6,752	8,333	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	23,419	25,000
Allotments (4100)	6,116	357	162	102	6,737	6,000	0	1,000	0	0	1,000	0	0	1,000	9,737	9,000
Allotment Admin Charge (4102)	3,345	255	150	45	3,795	3,000	0	0	0	0	0	0	0	0	3,795	3,000
Allotment Deposits (4101)	418	104	380	52	954	667	167	167	167	167	167	167	167	167	2,287	2,000
Playing Fields & Pitches, Sport Income (4110)	0	117	325	176	618	500	0	4,500	0	0	10,000	0	0	5,000	20,118	20,000
Playing Fields & Pitches, Event Income (4120)	2,795	(560)	155	10	2,400	2,250	0	5,000	0	0	0	0	0	0	7,400	7,250
WDC- WPark Culverts Agreement (4123)	0	0	400	0	400	500	0	0	0	0	0	0	0	0	400	500
Vehicle and equipment disposal (4124)	0	0	700	0	700	0	0	0	0	0	0	0	0	0	700	0
ESCC Minibus parking income (4140)	0	0	0	0	0	0	400	200	400	400	400	400	400	400	3,000	0
Cemetery - Interments (4180)	620	5,360	2,885	5,260	14,125	12,333	3,083	3,083	3,083	3,083	3,083	3,083	3,083	3,083	38,792	37,000
Cemetery - Memorials (4181)	424	530	1,408	880	3,242	2,333	583	583	583	583	583	583	583	583	7,909	7,000
Cemetery - Sundry income (4182)	147	0	150	1,133	1,430	50	0	50	0	0	50	0	0	50	1,580	200
Cemetery Maintenance Charge (4183)	330	440	220	770	1,760	1,467	367	367	367	367	367	367	367	367	4,693	4,400
Memorial bench income	0	0	0	0	0	750	0	750	0	0	750	0	0	750	2,250	3,000
Farmers Market Income (4270)	90	75	45	0	210	240	60	60	60	60	60	60	60	60	690	720
Env Sundry Income (4275)	46	0	0	0	46	50	0	50	0	0	50	0	0	50	196	200
Litter/bus station (4295)	0	398	0	0	398	398	398	0	0	398	0	0	398	0	1,590	1,590
Eco EXPO (4370)	0	0	0	0	0	0	0	450	0	0	0	0	0	0	450	450
Weald on the Field (4387)	0	0	1,900	0	1,900	2,000	2,100	1,400	0	0	0	0	0	0	5,400	5,500
Roundabout income (4350)	0	0	864	0	864	864	0	0	0	0	0	0	0	0	864	864
Tree work contributions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Sales</b>	<b>16,163</b>	<b>8,157</b>	<b>11,919</b>	<b>10,090</b>	<b>46,330</b>	<b>41,734</b>	<b>9,851</b>	<b>19,743</b>	<b>6,743</b>	<b>7,141</b>	<b>18,593</b>	<b>6,743</b>	<b>7,141</b>	<b>13,593</b>	<b>135,879</b>	<b>128,284</b>
<b>Grant funding</b>	<b>0</b>	<b>0</b>	<b>773</b>	<b>0</b>	<b>773</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Purchases</b>																
Playing fields and pitches (5120)	2,185	2,080	1,496	4,124	9,886	5,833	1,458	1,458	1,458	1,458	1,458	1,458	1,458	1,458	21,553	17,500
Playing fields electricity (5122)	0	384	110	0	494	500	0	1,000	0	0	500	0	0	500	2,494	2,500
Play Area maintenance (5176)	0	52	0	916	968	2,000	0	2,000	0	0	2,000	0	0	2,000	6,968	8,000
Ground Maintenance General (5204)	119	659	1,569	216	2,563	2,500	625	625	625	625	625	625	625	625	7,563	7,500
General equipment repairs and hire (5201)	160	105	132	203	600	2,333	583	583	583	583	583	583	583	583	5,267	7,000
New Equipment and hire (5202)	0	854	456	37	1,347	1,625	0	1,625	0	0	1,625	0	0	1,625	6,222	6,500
Movana Vehicle (5279)	163	74	133	23	393	375	0	375	0	0	375	0	0	375	1,518	1,500
Tractor maintenance & running costs (5275)	0	0	40	323	363	538	179	179	179	179	179	179	179	179	1,797	2,150
Vehicle running costs	0	0	0	0	0	500	0	667	0	0	667	0	0	667	2,000	2,500
Vehicle PCP arrangements	940	940	940	1,410	4,230	4,230	1,090	1,090	1,090	0	0	0	0	0	7,500	7,500
Rainwater Harvester Maintenance (5283)	168	0	1,122	0	1,290	1,200	0	0	0	1,200	0	0	0	0	2,490	2,400
Grass cutting mower (5276)	75	0	0	0	75	375	0	375	0	0	375	0	0	375	1,200	1,500
Allotments (5100)	101	815	0	1,506	2,422	1,750	0	875	0	0	875	0	0	875	5,047	3,500
LNRS & Sites of Interest (Working budget) (5231)	85	74	1,266	20	1,446	1,000	0	1,000	0	0	1,000	0	0	1,000	4,446	4,000
Litter bins (5295)	0	0	0	0	0	0	0	500	0	0	0	0	0	500	1,000	1,000
Litter collection, open spaces (5296)	783	881	914	1,077	3,656	3,667	917	917	917	917	917	917	917	917	10,989	11,000
Repair and replace street furniture (5375)	0	0	0	0	0	0	0	1,250	0	0	0	0	0	1,250	2,500	2,500
Signage outside areas (5330)	0	0	456	109	565	500	0	250	0	0	250	0	0	250	1,315	1,000
Protective - Outdoor staff (5058)	367	33	0	1,768	2,167	2,000	0	0	0	0	0	0	0	0	2,167	2,000
Fencing (5280)	55	190	110	194	549	750	0	750	0	0	750	0	0	750	2,799	3,000
Horticulture (5299)	0	0	0	0	0	0	0	150	0	0	0	0	0	150	300	300
Trees (5285)	900	900	900	1,650	4,350	3,667	917	917	917	917	917	917	917	917	11,683	11,000
HMLNR & WPLNR (5033)	0	0	0	0	0	0	0	250	0	0	0	0	0	250	500	500
Weald Hall Events (5300)	1,000	1,000	750	5,411	8,161	7,500	0	3,750	0	0	3,750	0	0	3,750	19,411	15,000
Performing rights (5301)	0	0	0	0	0	0	0	1,000	0	0	0	0	0	1,000	2,000	2,000
Event Advertising Marketing (5302)	1,136	158	420	285	1,999	1,546	182	182	182	182	182	182	182	182	3,453	3,000
Weald on the Field (5078)	0	600	300	3,727	4,627	5,000	6,000	500	0	0	0	0	0	0	11,127	11,500
Town Security/CCTV (5370)	1,899	178	89	84	2,250	2,100	100	100	100	100	100	100	100	100	3,050	2,900
Floral displays (5373)	0	2,837	0	(215)	2,622	3,250	500	0	0	0	0	0	0	0	2,622	3,750
Tesco roundabout Floral display	0	779	0	0	779	750	0	0	0	0	0	0	0	0	779	750
Cemetery, grave digging (5181)	0	960	320	1,280	2,560	2,000	500	500	500	500	500	500	500	500	6,560	6,000
Cemetery, rates & water (5180)	143	115	115	134	508	600	150	150	150	150	150	150	0	0	1,408	1,500
Cemetery, litter (5182)	278	222	222	278	1,000	1,000	250	250	250	250	250	250	250	250	3,000	3,000
Cemetery, maintenance (5186)	0	0	0	0	0	0	0	100	0	0	0	0	0	100	200	200
Memorial benches	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Street lights, supply & maintenance (5080)	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000	12,000	12,000
Street light repairs (5081)	1,441	4,738	0	3,163	9,343	7,500	0	3,750	0	0	3,750	0	0	3,750	20,593	15,000
Bus shelters (5086)	0	886	0	0	886	500	0	0	0	500	0	0	0	0	1,386	1,000
Repairs to Holy Cross Churchyard (5051)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Groundsmen - salaries (5360)	13,497	12,518	12,382	13,333	51,729	64,974	16,244	16,244	16,244	16,244	16,244	16,244	16,244	16,244	181,677	194,922
Groundsmen - National insurance (5361)	1,649	1,483	1,482	1,625	6,239	9,312	2,328	2,328	2,328	2,328	2,328	2,328	2,328	2,328	24,862	27,935
Groundsmen - Pension (5362)	2,801	2,788	2,801	2,810	11,201	11,368	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	41,516	45,473
LNRS & Sites of Interest (Ranger) (5230)	2,818	2,818	2,818	2,818	11,273	10,437	2,609	2,609	2,609	2,609	2,609	2,609	2,609	2,609	32,146	31,310
<b>Total Purchases</b>	<b>32,763</b>	<b>40,122</b>	<b>31,346</b>	<b>48,308</b>	<b>152,539</b>	<b>163,179</b>	<b>38,421</b>	<b>52,088</b>	<b>31,921</b>	<b>32,531</b>	<b>46,748</b>	<b>30,831</b>	<b>30,681</b>	<b>61,848</b>	<b>477,107</b>	<b>483,590</b>

## Environment and Leisure Committee at 31 July 2025

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Actuals at 31 Jul 25 £	Budget at 31 Jul 25 £	Aug 25 Budget £	Sept 25 Budget £	Oct 25 Budget £	Nov 25 Budget £	Dec 25 Budget £	Jan 26 Budget £	Feb 26 Budget £	Mar 26 Budget £	Totals 2025/26	Budget 2025/26
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### New initiatives 2025/26

Artificial Cricket Pitch Resurfacing	6,788	0	0	0	6,788	7,000	0	0	0	0	0	0	0	0	0	6,788	7,000
Football Pitch Maneouvrable posts	0	0	10,000	0	10,000	10,500	0	0	0	0	0	0	0	0	0	10,000	10,500
Full football pitch renovations	0	28,983	0	1,030	30,013	29,000	0	0	0	0	0	0	0	0	0	30,013	29,000
Welfare facilities for Harlands	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,000	12,000	12,000
D Day Anniversary activities	100	1,029	0	0	1,129	1,420	0	0	0	0	0	0	0	0	0	1,129	1,420
New Ride on Mulcher (Yr 2) Grillo FD900	480	480	480	926	2,364	1,375	458	458	458	458	458	458	458	458	458	6,031	5,500
New Top Handled Chainsaw	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	1,000	1,000
New tractor (Yr 2)	1,163	1,163	1,163	1,163	4,652	3,750	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	1,163	13,955	15,000
<b>Total new initiatives 2025/26</b>	<b>8,531</b>	<b>31,654</b>	<b>11,643</b>	<b>3,119</b>	<b>54,946</b>	<b>53,045</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>1,621</b>	<b>14,621</b>	<b>80,916</b>	<b>81,420</b>

**Earmarked reserves expenditure covering above expenditure (in progress)**

Ash dieback works	3,677	1,650	1,650	0	6,977	7,500
Tree works	0	0	0		0	0
Conservation and wildlife monitoring	0	0	0		0	0
Play Area Upgrades	0	0	0		0	0
Vehicle replacement (5099)	0	0	0		0	0
Iseke Mower (Yr 1 replacement)	912	1,510	787	787	3,997	3,000
Luxford Field Project	0	0	1,251	0	1,251	0



## **MINUTES OF THE ALLOTMENT CONFERENCE**

Wednesday 10 September 2025 at 7.00pm in the Weald Hall, Civic Centre.

In attendance: Councillor. K. Bedwell  
Councillor. S. Mayhew  
Councillor. A. Smith

55 members of the public  
Rachel Newton, Senior Administrative Officer  
(Minutes taken by Rachel Newton)

### **1.0 WELCOME AND INTRODUCTIONS**

Cllr. A. Smith thanked everyone for attending and introduced herself (Chair of Environment and Leisure Committee and Councillor for Uckfield North) as well as other members of the Allotment Working Group and staff at the top table, including Cllr. K. Bedwell (Uckfield Ridgewood), Cllr. S. Mayhew (New Town) and the Senior Administrative Officer.

The Director of Manor Park and Hempstead Residents Association also attended to assist the Town Mayor with the announcement of the Scarecrow Competition winners!

Cllr Smith sensed how important the allotments were to so many people in the town. Thinking of the social value, allotments always seemed to bring so much, including community spirit and cohesion, exercise and wholefood produce.

Cllr. S. Mayhew also praised the allotment reps for their ongoing support and for reporting any issues or concerns on the allotments throughout the year. It was lovely to see so many lovely plots this year and what could be achieved.

### **2.0a. SCARECROW COMPETITION WINNERS 2025**

The Scarecrow competition was a town-wide event this year and held in collaboration with Manor Park and Hempstead Fields Residents Association.

Each scarecrow had its own story to tell and some of them even sat with the audience whilst prizes and certificates were announced and presented to the winners in each of the following categories:



#### UNDER 12s COMPETITION WINNER:

Georgia, Jacob and Rebecca, Lealands Drive.

**'LEGOMAN'**

**Prize: Certificate & Amazon voucher gifted by Manor Park & Hempstead Residents Association, & presented by Peter Griggs - Secretary**



#### BUSINESS COMPETITION WINNER:

Uckfield Community Fridge, The Source hub garden, Hospital Approach.

**'Mary Poppins'**

... 'Pop-in' and see us (to complement The Fridge)'.

**Certificate and Prize of a Box of Chocolates, gifted by Uckfield Town Council**



#### HOUSEHOLD COMPETITION WINNER:

Wendy Tagg, Manor Park.

**'Lady Tatty Flower'**

... 'who likes to drift around the garden in a floral frock, gathering herbs and seed heads as she goes'

**Prize: Certificate & Box of Chocolates, gifted by Uckfield Town Council**



#### OVERALL WINNER – CAROLE WALDEN – 'RAG BAG'

Carole Walden, Manor Park (Household Competition Entry).

**'Rag Bag'**

... 'Traditional handmade scarecrow with trimmings. It's been fun making him! I used crown of old morris dancing hat and stuffed with recycling material!'

**Prize: Certificate, Box of Chocs & seasonal plant gifted by Uckfield Town Council**

## **2.0b. ALLOTMENT COMPETITION WINNERS 2025**

The Chair was pleased to announce that Stavertons Nursery were able to sponsor us again this year. The judging took place in early July and the judges were extremely impressed by the array of produce and flowering plants growing in the summer. There were many worthy winners and it was a difficult one for the judges this year! The sites were full of talented newcomers and improved plots on each site.

### The Categories this year were:

Best Kept (on each site), Ecological Award, Children's Award, Most Improved (on each site) and Best Newcomers (on each site).

The competition was automatic entry again this year (except the Childrens' Entries) to acknowledge those tenants who would perhaps not normally enter, as this should be a celebration of each of their efforts and what allotments are all about!

The judging criteria for Best Kept allotment included condition of plot, good workmanship, quality of crops, flowers, fruits and veg and plants, water conservation, encouragement of wildlife, use of recycled materials and condition of paths and garden buildings.

The judging criteria for Ecological Award included reuse, reduce and recycle, efforts to conserve water, encouraging insects and wildlife to the plot and ecological statement.

For the Children's Award, the category was open to children under 16 years of age and for children to decide what they wanted to grow.

The winners were announced (with photos) under each of the following categories:

### Best Kept Winners:

Bird in Eye – Dragos Cismas  
Framfield Road West – Chris Scraba  
Framfield Road East – Caroline Bunker  
Ridgewood – Amy Graves & Claire Harrison  
West Park – Louise Tennant  
Bell Lane – Tom & Rebecca Merchant

### Ecological Award:

Framfield Road East – Phil Manning

Each winner above received a Winners' Certificate and gift voucher worth £25.

### Children's Award:

Ridgewood – Leon Szymanska (for creating a bed of sunflowers, a tomato plant & strawberries)

The winner received a Winner's Certificate and gift voucher worth £10.

### The Overall Winner:

Framfield Road East – Caroline Bunker

The 'Allotment Shield' was engraved and presented to this years' winner along with their Winners' Certificate.

Most Improved:

FRE43B – Heather Berry  
FRW4B – Alex Harold, Chris & Julie Goff  
BIE10 – Rebecca Lee & Buzz Page  
RW26B & RW26F – Ian Scutt  
WP11A & WP11B – Will Humphries  
BL43A – Vic Oliver

Best Newcomers:

FRE121 – Zacc & Bridget Kauma  
FRW13A – Michael Prendergast  
BIE10 – Rebecca Lee & Buzz Page  
RW2B – Alisa Szymanska  
WP7 – Sarah Brown  
BL38 – Stephen West

### 3.0 GUEST SPEAKERS:

- Liz Rennick, new tenant on the Bird in Eye allotments, prepared a testimonial on the benefits of having an allotment plot for her health and wellbeing:

*"Having an allotment has truly transformed my mental health, and the way I manage my ADHD. It's become my sanctuary- a peaceful grounding space where I can slow down breathe, and reconnect with nature.*

*The act of digging, planting and simply being outdoors helps quiet my mind and ease the constant noise that comes from being neurodivergent. There's a soothing rhythm to it all that brings me a sense of calm I rarely find elsewhere.*

*What's made it even more special is my regular companion: a friendly little robin I named Christopher. He shows up almost every visit, hopping around me as I work, like a tiny guardian of the plot. His presence is a gentle reminder that even small, quiet moments can bring great joy.*

*The allotment gives me structure, purpose, and a tangible sense of achievement- something that's hard to grasp when living with ADHD. It's not just about growing vegetables; it's about growing stability, peace and self-compassion. Christopher and I agree, it's been the best therapy I never knew I needed."*

- Georgia Davis, Supervisor at Coolings Wych Cross Garden Cross, Forest Row talked about their home grown produce and composting efforts, and how the company were working towards minimising their impact on our precious planet. They had impressive plastic and waste management systems in place and avoided pesticides, which was impressive.

- Michael Parker, allotment tenant (Ridgewood) provided an interesting talk on the properties of a Chinese vegetable he was growing on his plot called Light Root. He also handed some seeds out and plants to take home, courtesy of friends in Forest Row who also enjoyed growing this vegetable as part of their diet.

- Vic Oliver, Allotment tenant (Bell Lane) gave a short talk on a story about the bees at Holy Cross Church.

#### **4.0 UPDATES FROM THE TOWN COUNCIL'S ALLOTMENT WORKING GROUP**

There was an excellent turnout at the Joint Allotment Working Group on 3 September, which included members of the Allotment Association and reps for each site.

Councillor K. Bedwell provided some of the latest updates:

##### Framfield allotments car park to be locked at night

From 1 November, the gate to the Framfield Road allotments car park would be closed on a trial basis after 6pm and opened up each morning by a member of the Allotment Association between 9-9:30am. This car park was for allotment holders to drop off gardening equipment and plants. A temporary notice would be placed on the gate and tenants would be notified in advance.

It was suggested to contact the Mens' Shed to see if they could help with more permanent signage if this worked.

##### Bicycle locks are a success!

The bike lock system was being trialled on the Ridgewood and Framfield West allotment sites and we received some positive feedback from the Allotment Association and tenants.

This was initially being trialled on the Bird in Eye site, to deter anti-social behaviour and dog walkers from accessing the allotment sites with dogs off leads. However, it was felt that at this particular entrance, it would encourage better use of the lock by moving the gate to provide a car length space to enable safer locking and unlocking. Those works will commence shortly.

#### **ALLOTMENT FEES & CHARGES**

The next annual invoicing period would commence from 1 April 2026 to 31 March 2027 and members would review the allotment charges for 2026/27 later in the year.

#### **WAITING LIST AND GROUNDS MAINTENANCE UPDATES**

37 people currently waiting for a plot (waiting list similar to last year)

31 new starters since April 2025, with some impressive plots including three new plots created to accommodate by dividing some larger plots. One further plot created recently near the entrance to the Bird in Eye site, which should also enhance this space.

#### **5.0 'GARDENING QUESTION TIME'**

We were lucky to have a panel of gardening experts this year from each allotment site answering questions from the audience. Councillor Bedwell facilitated this session with Rachel providing a roving microphone to assist with sound levels.



A new tenant on the Bird in Eye allotment site had submitted a couple of questions prior to the conference to raise:

**Q. Please can I have some advice on what to plant from now to have a spring crop? This would be useful to know for us newbies.**

*A. Tenants can get autumn sowing broad beans from Kings seeds and plant in autumn and beans would come up as an early spring crop.*

**Q. Is there any way we can have swap shop or market place of things like equipment, netting, greenhouses, fruit cages etc, either online or a notice board at the "hut"?**

*A. The Allotment Association were in the middle of making huge improvements to the hut so this would be passed on to them for something to consider in the near future.*

**Q. Stuart Woodham, rep on the Framfield East allotment site, had alerted tenants to recent blight on potatoes and tomatoes, and asked:**

**Is there any way to limit blight, to prevent it from spreading from one allotment to another?**

*A. With spores coming from this kind of invasion, a recommendation was made to do an early harvest of cauliflower and cabbages, which should prevent this from happening in the first place.*

**Q. The hedge border between the hospital and the Framfield East allotments side needs cutting back again.**

*A. The Head Groundsman had put this item on his maintenance list for the allotments side and stock fencing to be repaired. Rachel was in the process of establishing when car park side would be cut again, as the hospital contractors had changed, and would ask them to put any cuttings at the end of the allotments for disposal.*

**(Rachel also reported the hedge between the Hospital and the Framfield West allotments was over 3m high which was passed onto their landscaping contractor to carry out those works)**

**Q. Following the Joint Allotment Working Group meeting on 3<sup>rd</sup> September, has there been an official reply from Persimmons developers regarding the recent request for an additional pedestrian access point onto the allotment site, from the other end?**

*The Property Manager from Persimmons had responded in July, although we did provide a verbal update at a previous working group meeting, so apologies that this did not get relayed officially.*

*There are concerns with public liability insurance for the estate's privately managed areas and Persimmons would need to speak to their broker if they were opening up a path for public use (i.e. for non-residents of Harland Park area) in land that was not meant to be accessed.*

*Also, if the path was being cleared by someone other than a contractor, they would also need a risk assessment and health and safety documents, including a method statement so this was not a viable option.*

*Persimmons also had a slight concern about people walking across the land to access the allotments, as there was currently no defined path and the ground is uneven.*



## **6.0 PRESENTATION BY DAVID NEWBERY, SECRETARY OF THE ALLOTMENT ASSOCIATION**

The Secretary of the Allotment Association, David Newbery provided a powerpoint presentation to highlight some recent improvements to the allotment hut (AppB attached) and to encourage tenants to make use of this asset.

From January 2026 the £6 membership fee would be scrapped to enable all allotment holders to become automatic members. Instead of charging the £6 fee, the idea was to generate money by the numbers using the shop.

Only allotment holders will be entitled to the 50% discount on seed orders and cheaper products from September 2026. The hut was at the Framfield Road allotments car park, which is open every Sunday.

The Allotment shop price list and monthly newsletter would be distributed to all tenants, including updates to the shop and opening times.

Members would be encouraged to use the shop as much as possible, as this would boost revenue and over time, who knows where this will lead!

A WhatsApp group was also being trialled on the Framfield West allotment site first, to provide a sense of community for local growers. This would be expanded to other sites so that reps can be contacted directly.

The association also planned to carry out the allotment checks next year without the attendance of council officials for the first time, whilst flagging up any issues or concerns. This could be time consuming and made perfect sense for the Allotment Association to monitor the sites as they were onsite throughout the year.

## **7.0 LOOKING AHEAD TO 2026 – ALLOTMENT COMPETITION & CONFERENCE**

Cllr Smith thanked everyone for their time and for attending and participating in this year's 'Gardening Question Time'.

Looking towards 2026, two diary dates were booked ahead:

- Plant Swap on Saturday 23 May 2026
- Flower and Produce Show on Saturday 25 July 2026

(The Source Car Park, Civic Approach, Uckfield)

Please get in touch with any ideas, including cake making, competitions, wonky fruit, banners and anything else, we'd love to hear from you!

The Town Council also welcomed any new ideas for the Allotment Competition next year and were looking forward to seeing everyone at the Allotment Conference in 2026.

The meeting closed at 8:20pm

Appendices:                      Appendix A (copy of the PowerPoint presentation)



## **ALLOTMENT CONFERENCE**

**Wednesday 10 September 2025 at 7:00pm**

**Weald Hall, Civic Centre, Uckfield**

*Tea and coffee from 6.45pm*

### **AGENDA**

- 1 Welcome and Introductions**
- 2 Announcement of the Allotment Competition Winners**
- 3 Announcement of the Scarecrow Competition Winners in conjunction with Manor Park and Hempstead Fields Residents' Association**
- 4 Update from the Town Council's Allotment Working Group**
- 5 Guest speakers (tbc)**
- 6 'Gardening Question Time' – questions from audience**
- 7 Looking ahead to 2026 – Allotment Competition & Conference**

**Town Clerk**

26 August 2025





**WELCOME!**

**UCKFIELD ALLOTMENT CONFERENCE**

**Wednesday 10 September 2025**



# **WORKING TOGETHER:**

**UTC ALLOTMENT  
WORKING GROUP,  
COUNCILLORS AND  
OFFICERS**



# **WORKING WITH**

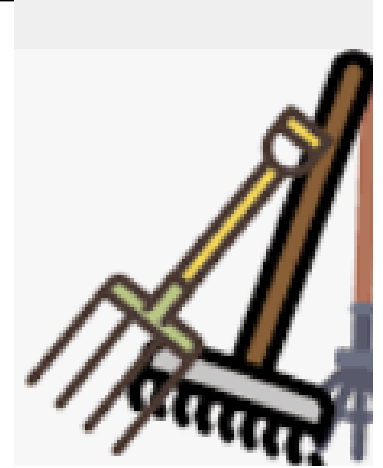


# **THE ALLOTMENT ASSOCIATION AND ALLOTMENT SITE REPS**

# ALLOTMENT REPS :



- Point of contact
- Share information



- Offer support & encouragement
- Report issues or concerns and attend meetings

# ALLOTMENT SITE REPS:

- BELL LANE – Vic Oliver/ Jim Horan
- BIRD IN EYE – Steve Ward
- FRAMFIELD EAST – Stuart Woodham / Graham  
Jane Smith
- FRAMFIELD WEST – David Newbery / Chris Scraba
- RIDGEWOOD – Carol Washer / Michael Parker
- WEST PARK – Gerald Bailey / Louise Tennant

# **JOINT ALLOTMENT WORKING GROUP MEETING**

## **BIKE LOCKS TRIAL**

- REDUCTION IN DOG FOULING
- TENANTS MONITORING GATES AND CODES
- GOOD IDEA IN WINTER WHEN TENANTS DON'T CHECK  
THEIR PLOTS EVERY DAY



# JOINT ALLOTMENT WORKING GROUP MEETING

## FUTURE EVENTS - 2026

- *PLANT SWAP FEST SATURDAY 23<sup>RD</sup> MAY – THE SOURCE*
- *FLOWER & VEG FEST – SATURDAY 25<sup>TH</sup> JULY*
  - *(WEALD HALL)*

# SCARECROW COMPETITION

## IN CONJUNCTION WITH MANOR PARK & HEMPSTEAD FIELDS RESIDENTS' ASSOCIATION





# 1<sup>st</sup> PRIZE – CHILDRENS' CATEGORY 'LEGOMAN'





# 1<sup>ST</sup> PRIZE - BUSINESS CATEGORY 'MARY POPPINS'





# 1<sup>ST</sup> PRIZE - HOUSEHOLD CATEGORY 'LADY TATTY FLOWER'





# OVERALL WINNER 'RAG BAG'





# ALLOTMENT COMPETITION 2025

## SPONSORED BY STAVERTONS NURSERY





# CHILDRENS AWARD 2025!

## Leon Szymanska – RW2B

*“Strawberries (my favourite), peas, tomatoes, peppers, cucumbers, raspberries, sunflowers and wildflowers”*









# **BEST KEPT WINNERS**

## **Caroline Bunker – FRE127 & FRE128A**









# **BEST KEPT WINNERS**

## **Chris Scraba – FRW3B & FRW4A**









# **BEST KEPT WINNERS**

## **Dragos Cismas – BIE5 & BIE6**









# BEST KEPT WINNERS

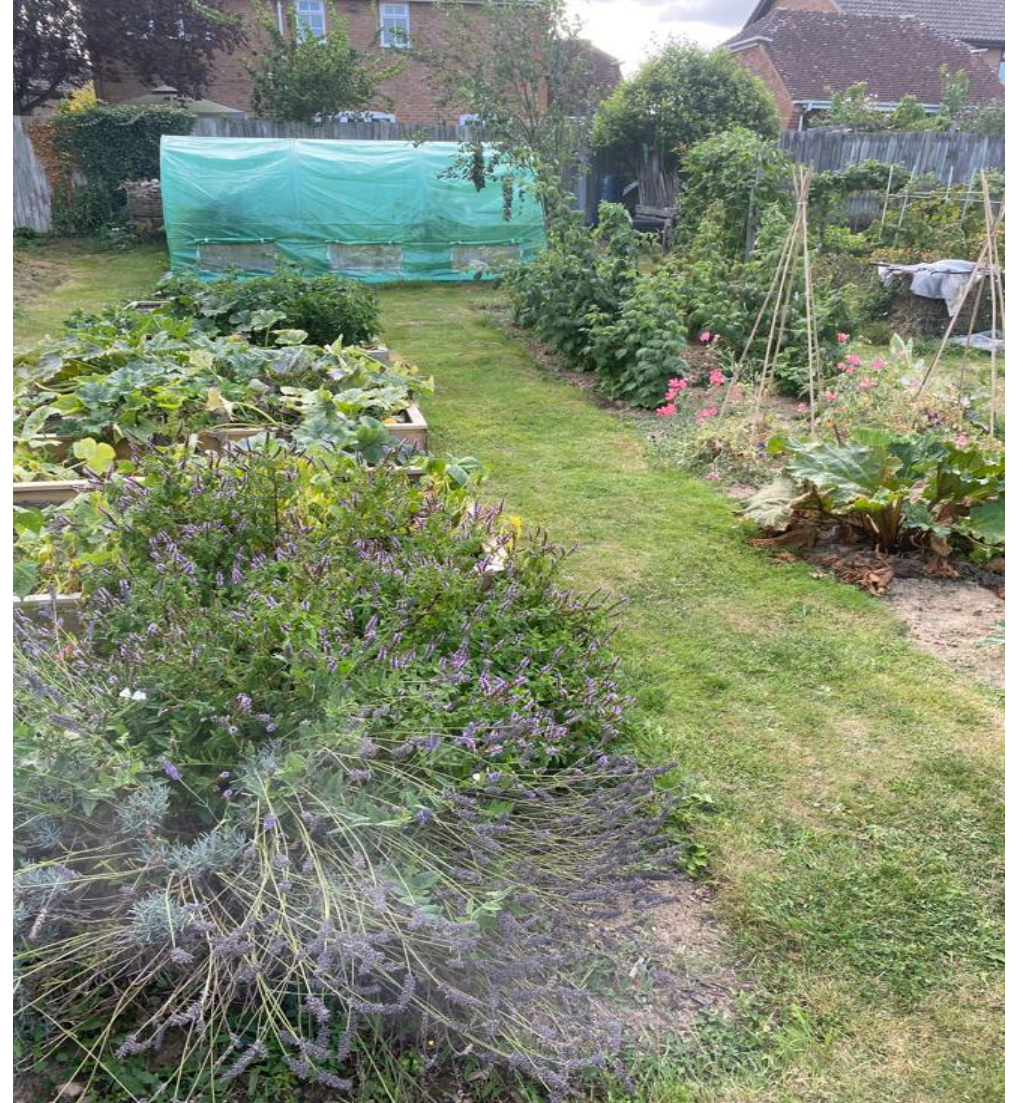
## Amy Graves & Claire Harrison – RW21C





# **BEST KEPT WINNERS**

## **Louise Tennant – WP5A**





# **BEST KEPT WINNERS**

## **Tom & Rebecca Merchant – BL39**





# ECOLOGICAL AWARD

## Phil Manning – FRE47





# OVERALL WINNER

## Caroline Bunker – FRE127 & FRE128A





# **MOST IMPROVED (each site)**

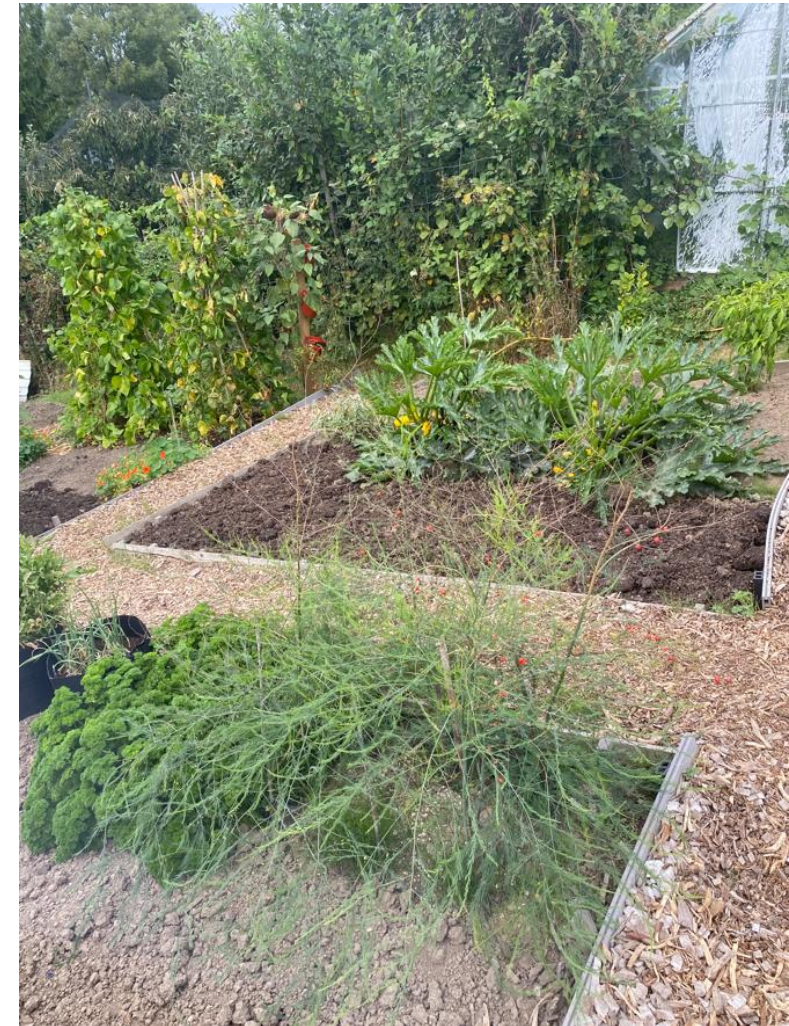
## **Heather Berry – FRE43B**





# **MOST IMPROVED**

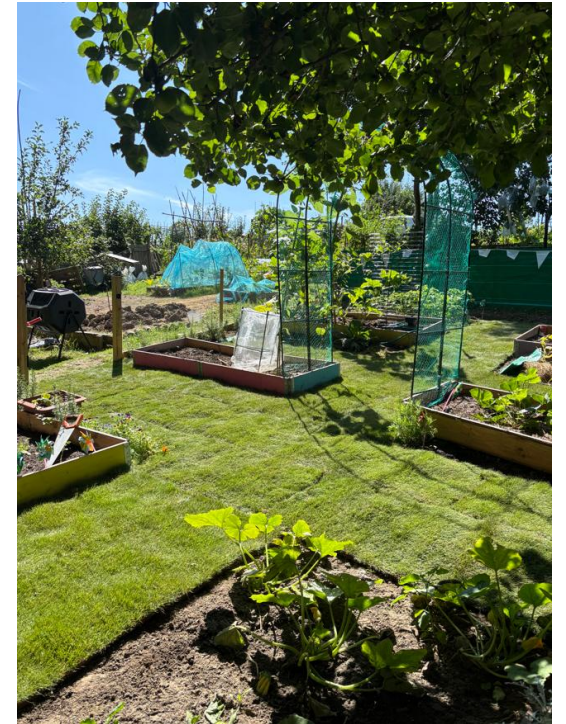
## **Alex Harold, Chris and Julie Goff – FRW4B**





# MOST IMPROVED

## Liz West – BIE11





# **MOST IMPROVED**

## **Ian Scutt – RW26B & RW26F**





# **MOST IMPROVED**

## **Will Humphries – WP11A & WP11B**





# **MOST IMPROVED**

## **Mr Vic Oliver – BL43A**





# **BEST NEWCOMERS!**

## **Zakeyu & Bridget Kauma – FRE121**



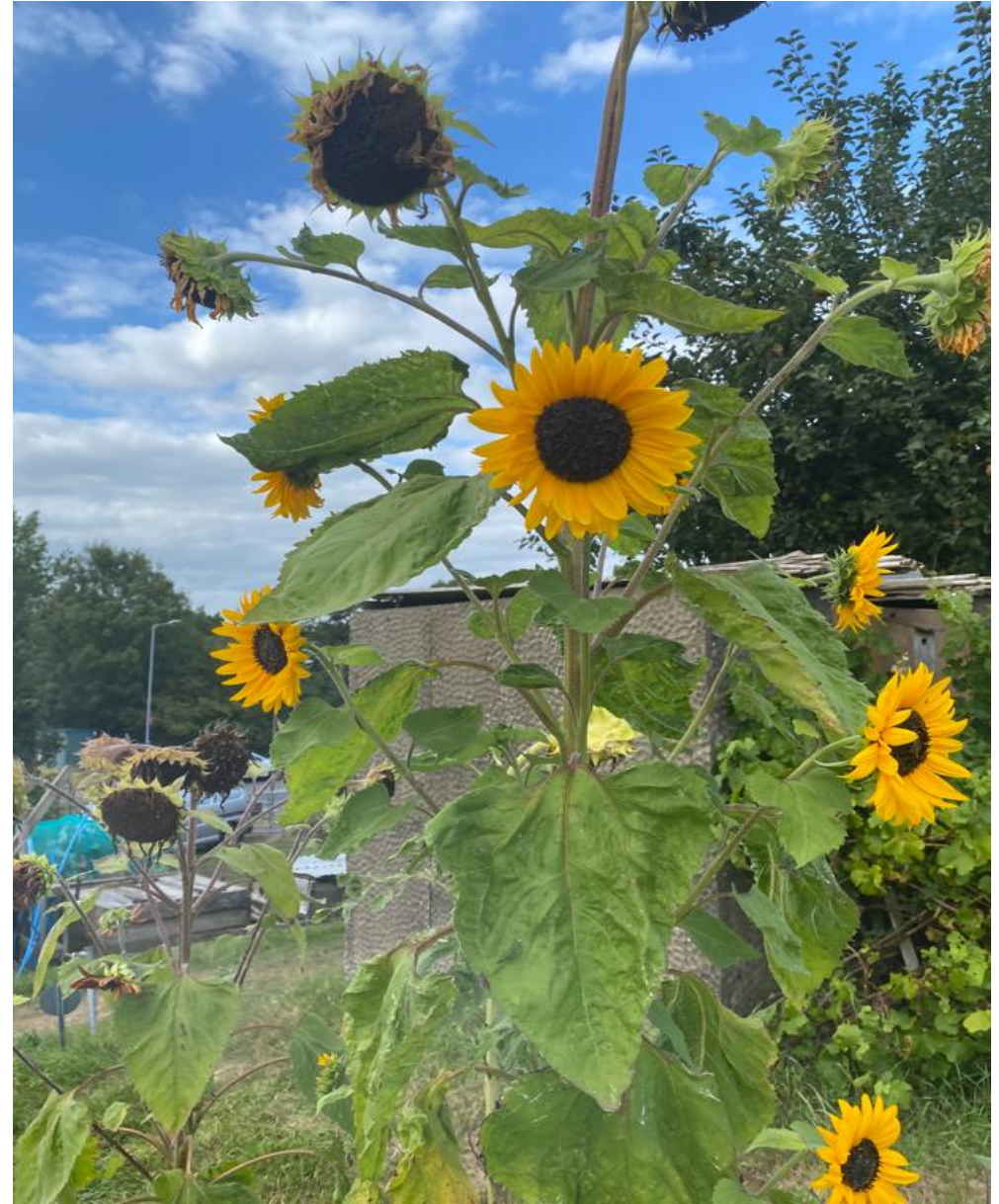


# **BEST NEWCOMERS!**

## **Michael Prendergast – FRW13A**









# **BEST NEWCOMERS!**

## **Rebecca Lee & Buzz Page – BIE10**





# **BEST NEWCOMERS!**

## **Alisa Szymanska – RW2B**





# **BEST NEWCOMERS!**

## **Sarah & Joe Brown – WP7**





# BEST NEWCOMERS!

## Stephen West – BL38





# SHORT TALKS AND TESTIMONIALS

## *Health and Wellbeing testimonial*



*By Liz Rennick*

*(Newcomer to Bird in Eye allotments)*

# SHORT TALKS AND TESTIMONIALS

## Coolings Wych Cross Garden Centre, Forest Row



Intro by  
Georgia Davis, Supervisor

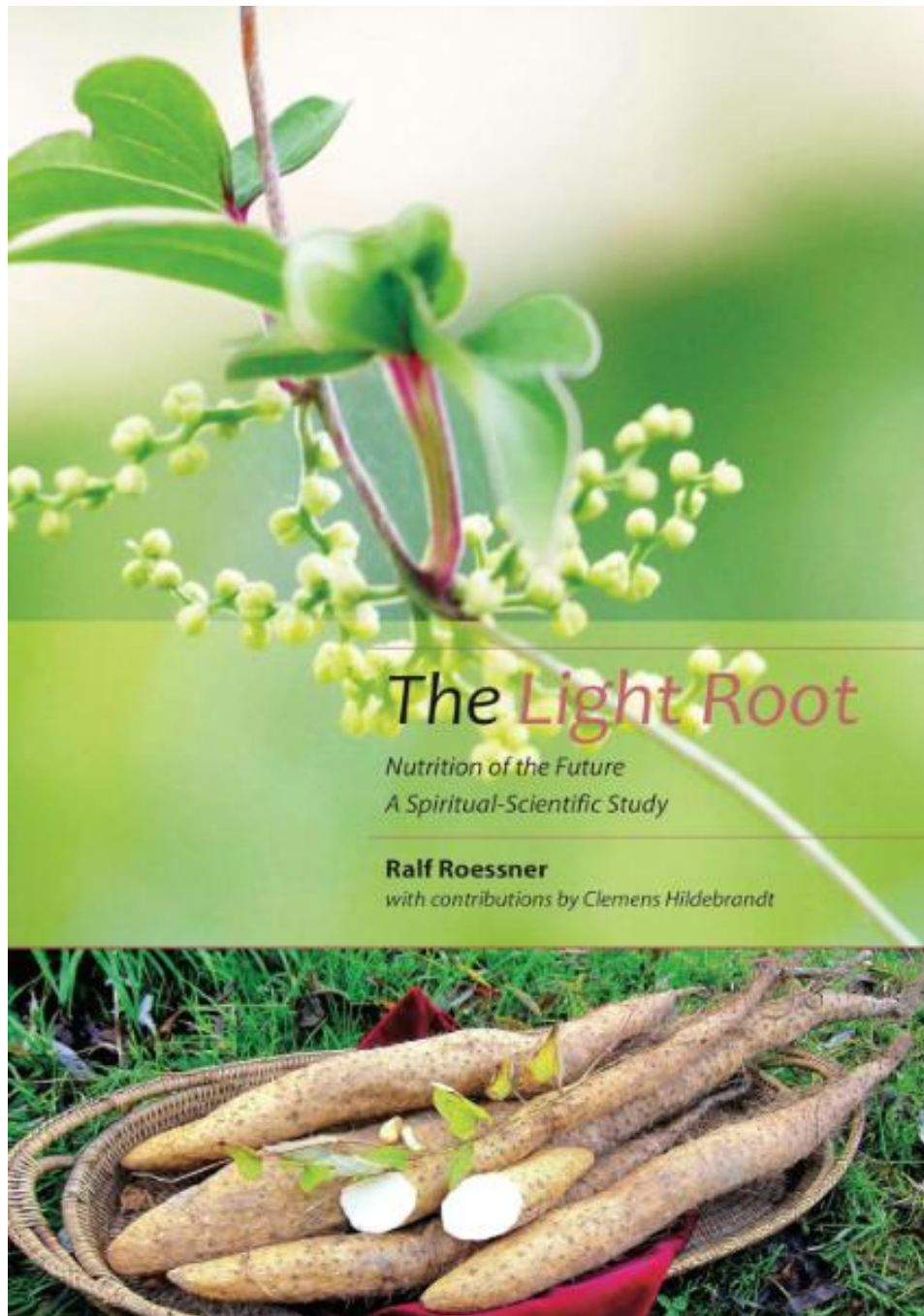


# SHORT TALK AND TESTIMONIALS

## Michael Parker (Ridgewood allotments)







# The Light Root: Nutrition of the Future, a Spiritual-Scientific Study

# SHORT TALKS AND TESTIMONIALS

*Story about bees – testimonial*



*Short talk Vic Oliver*

*(tenant on the Bell Lane allotments)*



# **ALLOTMENT WORKING GROUP - UPDATES**



# **ALLOTMENT FEES AND CHARGES**

## **INVOICING PERIOD**

Next invoicing period is April 2026-27



# ALLOTMENT WAITING LIST

September 2021 – 121

September 2025 - 37

Currently: 4 waiting to swap

27 waiting for a first plot

6 requesting additional plot

# NEWCOMERS WELCOMED

31 new tenants (so far) in 2025-26:

- Framfield West: 8
- Framfield East: 7
  - Bird in Eye: 6
  - Ridgewood: 6
  - West Park: 3
  - Bell Lane: 1

3 New plots created  
& 5 plot swaps





# ALLOTMENTS 2025-26

Site	No. of plots onsite	New tenants	New plot created	Tenants who swapped plots
BL	12	1		
FRW	51	8	2	3
FRE	48	7		1
BIE	43	6	1	1
RW	68	6		
WP	26	3		
<b>TOTAL:</b>	<b>248</b>	<b>31</b>	<b>3</b>	<b>5</b>



# GROUNDS MAINTENANCE

- Estimates two grass cuts per month (weather dependent)
- Groundsmen only responsible for main pathways
- Tenants are responsible for the grass cutting between each allotment, keeping edges neat and tidy, and free from weeds.
- Hedges cut in October/November and March, then left for bird nesting season.



# Allotment Checks

- Allotment Association members working together with reps
- Helping with allotment inspections next year
  - Reporting any issues or concerns



**THANK YOU  
FOR YOUR TIME**

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

**Monday 13 October 2025**

### **Agenda Item 7.1**

#### **TO NOTE THE CURRENT POSITION WITH THE TOWN 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

The Victoria Play area upgrade is now complete, receiving a clear inspection from ROSPA.

The route around the pavilion has now changed due to health and safety. Access through the yard to the rear of Victoria pavilion is now restricted to employees and contractors only. Outside of working hours the wooden gates will be locked. A new tarmac path has been installed alongside the post and rail fencing for members of the public to use. A polite notice has been sent on social media.

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

The zip line has been removed and the new coco wave play equipment has been installed, passing ROSPA.

Himalayan balsam control will commence again in the spring in the nature reserve, with a new method of control in the hope of preventing this from re-establishing in the reachable areas.

##### West Park/Rocks Park Play Area

The play area equipment is coming to the end of its life. This will therefore be the next play area to upgrade, following Victoria. The multi-play toddler piece has been vandalised and will need to be repaired.

##### West Park Recreation Ground and West Park LNR

The Town Clerk met with a representative of the Uckfield Grasshoppers to understand the drainage issues at West Park recreation ground as part of an application for Sport and Infrastructure grant funding.

##### Snatts Road Cemetery

There is new and improved signage at the entrance to the cemetery to include all new locations and numbering along with a new management plan to ensure it remains presentable as per the Cemetery report.

##### Elizabeth Gardens

Nothing to report.

##### Hughes Way play area

The sink hole that appeared in this area turned out to be a tree stump. This has now been filled and the area will continue to be monitored.

##### Luxford field and play area

Following on from the three-monthly play inspections, some repairs have been carried out. There are a couple still outstanding and will be completed in due course since the parts have arrived. The musical spinner has suffered from ASB and we are unable to repair owing to the design, to replace is circa £2,500.00 so we would look at removing



this small item from the play area.

#### Woodlands

Contractors are due to remove some of the timber during the summer months once the wood has further dried out. This will be completed carefully to respect this natural area. The remaining ash trees are to be removed over the next few weeks which will complete the Ash Dieback programme for this area.

Preliminary ecological appraisals have now commenced for the following areas: Boothland Wood, West Park Local Nature Reserve and Hempstead Meadows Local Nature Reserve. Alongside this, a dormouse survey is being carried out in Boothland Wood due to the amount of development occurring on the surrounding land. Currently, it is showing negative result for hazel dormice, however a positive has been recorded for adjacent land in the last 4 weeks.

100m of stock fencing is to be replaced over winter along the Rocks Road section of West Park Local Nature Reserve to include a new kissing gate.

#### Equipment & Vehicles

All new vehicles are performing well, with no issues. The procurement process is underway for a replacement flatbed type vehicle for 2026-2027 to aid in litter collection, as well as green waste removal and material collection. Electric alternatives are being considered.

#### Street Furniture & Lighting

Extra works are being scheduled in to ensure the infrastructure for the Christmas lights display is in place well before installation.

#### Harlands Pond

A second round of siltex will be applied over winter.

#### Selby Meadows

Nothing to report.

## **2.0 Recommendations**

### **2.1 Members are asked to note the report.**

Contact Officers: Thomas Woollard/Rachel Newton

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

**Monday 13 October 2025**

### **Agenda Item 7.2**

#### **TO RECEIVE AN UPDATE IN RELATION TO A MANAGEMENT PLAN FOR SNATTS ROAD CEMETERY**

##### **1.0 Overview**

- 1.1 The Estates team held an onsite meeting at Snatts Road Cemetery on 26 September 2025 to discuss any health and safety concerns, future management of the whole area, and ideas for new incentives to allow for more investment into the cemetery.
- 1.2 It was determined that there needed to be a clean-up in certain areas. This included the dressing of graves and what would be permissible in the Cemetery Rules and Regulations.
- 1.3 Uckfield Town Council were also keen to respond to some positive as well as negative feedback received this year from visitors to the south side of the cemetery (chapel side) and highlighted some areas for improvement on the north side of the cemetery.

##### **2.0 Ideas for improvement – action plan**

- 2.1 It was recognised that a lawned area on the north side of the cemetery was difficult to maintain as there were too many small memorials and trinkets being left on plots over the permitted area of nine inches, preventing the management of vegetation being fully carried out. Some items had been removed since contacting relatives, but there were still obstacles in the way that could get damaged.

A future plan has started to be drafted, which we intend to commence from 1 November 2025. This will include new signage at the corner of each burial section showing grave sections and numbering and expectations to enable the grounds team to carry out maintenance works.

Any items that are not permitted within the cemetery rules and regulations, including glass, pottery or metal will be given a notice of intent and removed after thirty days and placed in storage, if necessary for a period of six months. This notice will be supplied via a small laminated card placed those plots affected, outlining the cemetery rules and regulations. Please see samples.

- 2.2 The Estates team decided that it would be beneficial to ensure a member of the grounds team be based on the north side of the cemetery one day a week to ensure this area is kept to a presentable standard. The south side front lawns are currently maintained by a contractor twice a month.
- 2.3 The Cloistered Garden of Remembrance on the north side was an area that required some investment, including two walls needing re-pointing and new signage: one as a guide on the pedestrian gate with new pathway leading its way around to the cemetery (since the main gate was now locked due to fly tipping), and another sign by the Cloistered Memorial Wall stating that any fresh flowers would be left for thirty days and then removed.
- 2.4 Other ideas included looking at potential space for a pet cemetery, to offer loved ones the opportunity to visit and local sponsorships, such as asking vets to



sponsor wall pet plaques, a garden centre to sponsor flowerbeds and new watering cans with company names on, as examples.

**3.0 Recommendation**

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

Contact: Rachel Newton/Tom Woollard

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

**Monday 13 October 2025**

### **Agenda Item 7.3**

#### **TO CONSIDER AN ADDITIONAL ACCESS POINT TO ALLOTMENTS VIA AN AREA OF LAND OWNED BY THE LEAGUE OF FRIENDS OF THE HOSPITAL**

##### **1.0 Overview**

- 1.1 This request was submitted by the allotment representative and tenants on the Framfield East allotment site, who wish to create an additional access point (to the main entrance gate) onto the allotments from the right side of the hospital car park.
- 1.2 This small area of land is owned by the League of Friends of the Bird in Eye hospital (Images 1 and 2), and they have no objection in principle to this request, as long as they are not incurred with any costs or public liability, and to ensure that no ongoing permanent means of access is acquired over the land.

##### **2.0 Access details**

- 2.1 The proposal would be to install a gate onto the allotments and a pathway leading in created with a 1m - 1.5m knee rail fence installed adjacent to the car park side (A – Image 1) and a chain link fence the other side (B – image 1). The existing concrete post would need to be re-installed (Image 4) to repair the chain link fencing already in situ.
- 2.2 The Allotment tenants have pledged to maintain and improve this space and, to monitor for any anti-social behaviour.
- 2.3 On the flip side, the main entrance gate is only twenty yards away to the left-hand side, whilst materials and works for this job, and formal licence for the easement of the land would all take up staff time and incur costs. It is not certain yet however if this could be carried out by exchange of administration letters.
- 2.4 Also, there may be issues with tenant parking on the estate side to offload items.
- 2.5 Images 2, 3, 4 and 5 provides an idea of the area and what would be involved if this were agreed.

##### **3.0 Recommendation**

- 3.1 Members are asked to note the report and provide their comments, and if they agree or not, as the case may be with members who have already submitted their viewpoints.

Contact: Rachel Newton/Tom Woollard



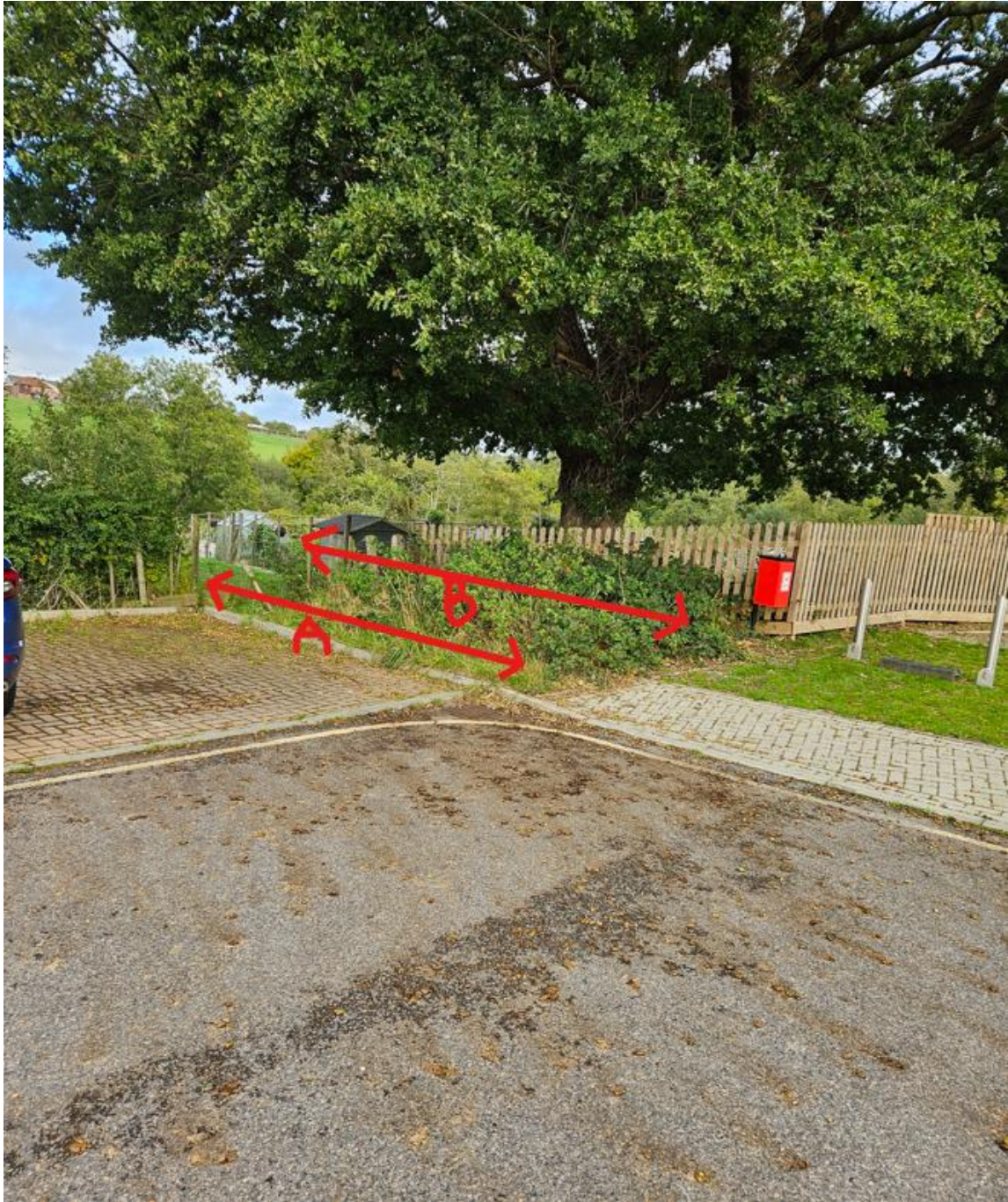


Image 1: A = install knee rail fence B = repair chain link fence





Image 2: overview of land owned by League of Friends – right of hospital car park





Image 3: allotment fencing due to be repaired by the Head Groundsman





Image 4: Proposal for post to be re-installed to repair chain link fencing



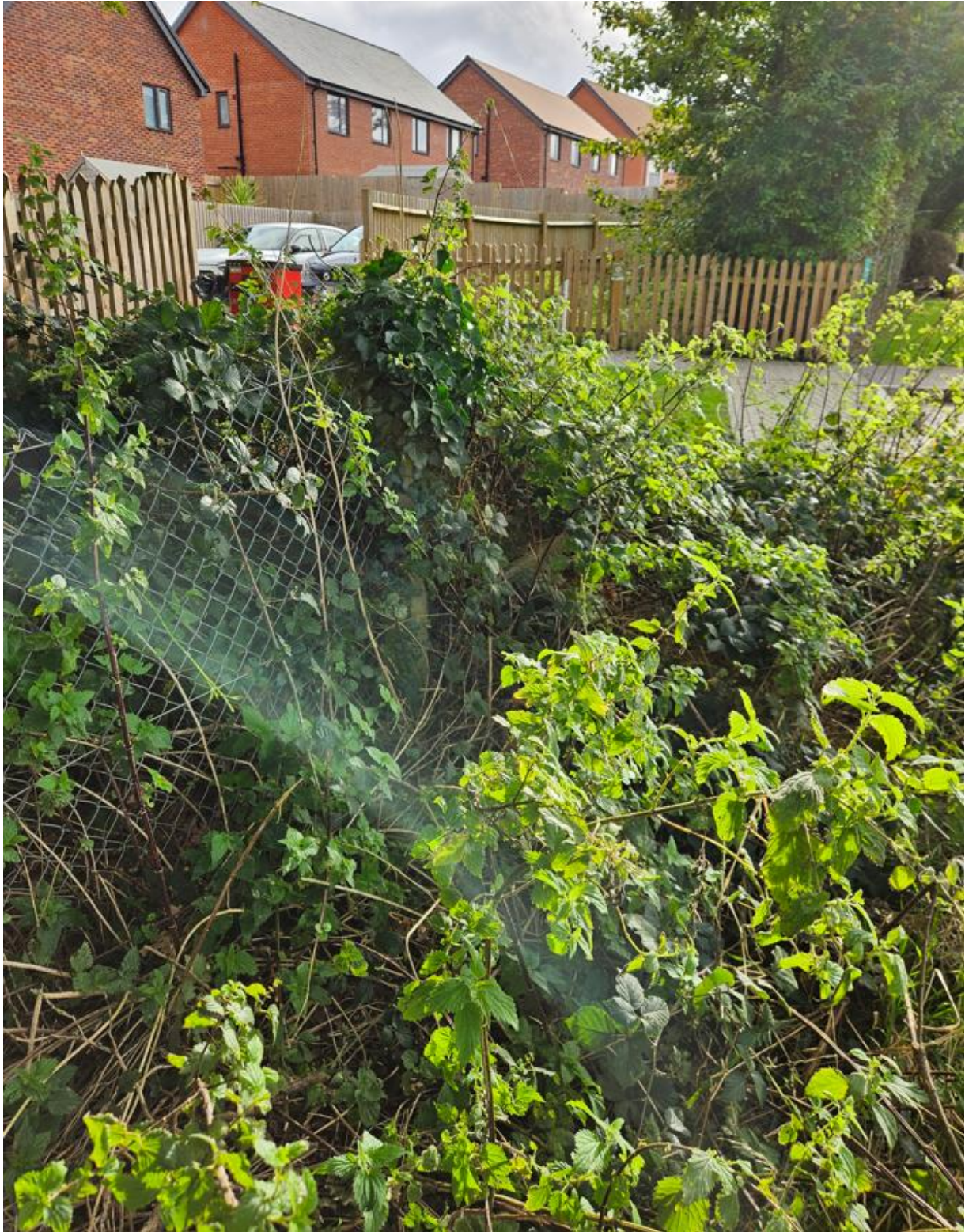


Image 5: Chain link fencing and overgrown vegetation.

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

**Monday 13 October 2025**

### **Agenda Item 8.1**

#### **TO NOTE AN UPDATE ON 'OUR PARKS' INITIATIVE 2025**

##### **1.0 Latest update**

- 1.1 Wealden District Council are in negotiations with 'Our Parks' to continue to deliver free outdoor exercise sessions for local residents at Ridgewood Recreational Ground in Uckfield.
- 1.2 Sessions commenced in November 2023 and have helped maintain engagement, and delivered physical activity for anyone who wants to join in.
- 1.3 There are two sessions per week at Ridgewood Recreation on Wednesdays and Saturday mornings at 9:30am.
- 1.4 The programme involves the Town Council offering space for free for the sessions, and the programme currently funds a Personal Trainer to run these sessions.

##### **2.0 Evidence**

- 2.1 The 'Our Parks' outdoor exercise programme has made significant strides in building a following, and attendance at 'Our Parks' sessions has steadily increased, as shown in the table below. The left-hand side shows the number of participants each month and the right-hand column shows the number of sessions, which is positive!
- 2.2 Note: These figures are based on online bookings made on the Our Parks booking system. It does not consider attendees who do not book and simply turn up on the day, although that is not recommended as we wish to capture those figures in order to make this happen.
- 2.3 Uckfield Town Council hopes this trend will continue over time as the programme becomes even more integrated and embedded within the community.



	Harlands Farm, Uckfield (From Feb 25 Ridgewood Rec)		Harlands Farm, Uckfield (From Feb 25 Ridgewood Rec)
Oct-24	19	Oct-24	3
Nov-24	43	Nov-24	9
Dec-24	22	Dec-24	4
Jan-25	49	Jan-25	6
Feb-25	52	Feb-25	7
Mar-25	90	Mar-25	9
Apr-25	90	Apr-25	9
May-25	67	May-25	7
Jun-25	87	Jun-25	8
Jul-25	97	Jul-25	9
Aug-25	84	Aug-25	13
Total	700	Total	84

No. of participants per month

No. of sessions

### 3.0 Summary

- 3.1 Unfortunately, Wealden DC have announced that funding might not be available going forward into 2026. They are going to be doing a big communications exercise to try and recruit some more volunteers who will be able to host the sessions for Our Parks through their Coach Parker programme. Our sessions in Ridgewood are currently covered by a volunteer so these sessions should carry on, but obviously the more volunteers the more secure these sessions will be going into 2026.
- 3.2 Wealden DC's Wellbeing Team are going to work in partnership with Our Parks more to make sure we can make all of our sessions sustainable, but also make sure they are given funding options going forward.
- 3.3 Wealden DC have said in the past they may be able to offer a level 2 coaching course to a potential physical trainer (local resident) to carry on these sessions, on a low-cost voluntary basis.
- 3.4 Uckfield Town Council will continue to promote and encourage residents to take advantage of these free sessions via our posts on social media, posters and issuing leaflets for 'Our Parks' to share with the community, and hope to see attendance grow even further.

### 4.0 Recommendations

- 4.1 Members are asked to note the report.

Contact Officer: Rachel Newton

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

**Monday 13 October 2025**

### **Agenda Item 9.1**

#### **TO RECEIVE A PROGRESS UPDATE FROM THE FEES AND CHARGES WORKING GROUP**

##### **1.0 Summary**

- 1.1 Each year, it is a requirement for the Town Council to review its fees and charges as part of the budget setting process. Over the past two to three years, substantial reviews have commenced on areas of the Town Council's own income generation.

This has included allotments, the cemetery, football pitches and room hire. It is important to undertake frequent reviews of existing charges, but also to delve deeper into areas which are still to be considered in detail, such as cricket, sports licensing and hospitality.

- 1.2 The Fees and Charges Working Group met on 30 September 2025 to look at the fees and charges which sit under this committee. This included:

- (i) Allotments;
- (ii) Cemetery;
- (iii) Sports pitch hire, and;
- (iv) Events pitch hire

- 1.3 They initially reflected on the existing charges of the Cemetery and Allotments in line with current costs and inflation, and have prepared recommendations for these service areas.

- 1.4 They began to look in detail at the current maintenance costs, versus income received, for sports pitches (football and cricket).

- 1.5 The group will be meeting again before setting out their recommendations to Environment & Leisure Committee on 24 November 2025. Specific areas being explored in further detail before then, include:

- (i) licence arrangements for West Park;
- (ii) fees for youth cricket training and fixtures;

##### **2.0 Recommendation**

- 2.1 Members are asked to note the update.

Contact Officer: Rachel Newton



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

**Monday 13 October 2025**

### **Agenda Item 10.5**

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

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

The Chairman welcomed new member, Chris Rose as a representative of Crowborough Town Council and a regular train user.

The A.G.M. then commenced with the Chairman announcing that he will be retiring as Chair at the end of this current year. The Treasurer and Secretary were reappointed for the forthcoming year.

Ian Smith was thanked for his many years as Chairman and the A.G.M. was then closed.

The meeting then went on to discuss the current use of the line, which was generally considered to be satisfactory. However, it was noted that there was some overcrowding north of Edenbridge.

Enquiries were still ongoing in relation to the future of the 07:03 out of Uckfield.

There followed extensive discussion on the future of the line bearing in mind the extensive housing development all over the area. The advent of battery trains was further discussed, although they are not presently suitable for this line.

The Facebook page is continuing to receive posts, mostly negative sadly.

The next meeting is on 17 November 2025 at 3.30pm.

Councillor C. Macve

##### **2.0 Recommendation**

2.1 Members are asked to note the report.

Contact Officer: Rachel Newton