



# 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 April 2026 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 2 March 2026
- 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 January 2026

### 6.0. ADMINISTRATION

(Nothing to report)

### 7.0. ENVIRONMENT

- 7.1 To note the current position of the Town Council's Estates
- 7.2 To consider a review of the X-section at Snatts Road Cemetery and what would be permitted within the Cemetery Rules and Regulations

### 8.0. LEISURE

- 8.1 (Nothing to report)

**9.0. REPORTS FROM WORKING GROUPS**

9.1 To receive a brief update from the Joint Allotment 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 Climate Change
- 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
- 12.2 To note an update from the Society of Local Council Clerks on the Law Commission's final consultation report on burial and cremation



**Town Clerk**  
7 April 2026



Minutes of the meeting of the **Environment and Leisure Committee** held on  
Monday 2<sup>nd</sup> March 2026 at 7.00pm  
Council Chamber, Civic Centre, Uckfield

**PRESENT:**

Cllr. Angie Smith (Chair)	Cllr. Bernadette Reed (Vice-Chair)
Cllr. Karen Bedwell	Cllr. Duncan Bennett
Cllr. Donna French	Cllr. Michael McClafferty
Cllr. Chris Macve	Cllr. Spike Mayhew

**IN ATTENDANCE:**

Councillor Peter Selby

Thomas Woollard – Estates 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.

A declaration of interest was made by Councillor B. Reed and Councillor C. Macve in relation to Item 6.2. Both councillors declared a prejudicial interest concerning White House Farm. The Chair confirmed that, should any discussion regarding this site arise during the meeting, they would be required to leave the room.

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

None received.

Councillor D. Bennett suggested increasing the Council's social media presence to promote Uckfield Town Council meetings and encourage greater resident attendance. While agendas were already published on social media and the Council's website, consideration could be given to issuing targeted invitations for specific agenda items and making greater use of community newsletters. Providing earlier notice might enable residents to engage in discussions before decisions were made; supporting the Council's interest in representing the views of the community.

**3.0. APOLOGIES FOR ABSENCE**

None received. The committee approved the absence of Councillor V. Frost on health grounds and extended their best wishes for her full and speedy recovery.

**4.0. MINUTES**

4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 19 January 2026

**EL.47.03.26** It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on 19 January 2026, be taken as read, confirmed as a correct record and signed by the Chair.

4.2. Action list

Members noted the report and the following items to be removed:

EL27.10.25 – To receive an update on a management plan for Snatts Road Cemetery. In progress.

EL20.09.25 – To receive a progress update on water ingress into Ridgewood Village Hall. The Chair asked for this item to be amended to reflect the outstanding works not yet completed, rather than being removed.

Councillor B. Reed wished to add an item in relation to Boothland Wood. As this could not be added to the action list at this stage, it would be discussed under item 7.1.

4.3. Project Monitoring List – for information only

Members noted the report. One item would be removed:

FC.90.01.25 – Conservation and wildlife facilities. Wildlife appraisals had been commissioned, and the reports had been submitted to this meeting. No further action for this stage of the 2025/26.

4.4 Forward plan – for information only

Members noted the report.

**5.0. FINANCE**

5.1. To note bills paid

Members noted the report. It was also noted that some of the Town Crier's clothing would be replaced, including new trousers, braces, and a shirt, as he had not had an updated uniform since he commenced duties in 2018.

5.2 To note the income and expenditure report ending 31 December 2025

Members noted that the left-hand column of each heading was missing from the income and expenditure report. The Clerk would re-circulate a corrected version to enable full review and comment, if required.

**6.0. ADMINISTRATION**

6.1 To consider options for a replacement vehicle for the Vauxhall Movano van

Members were asked to consider quotations and options for replacing the existing flat-bed van used for refuse collection and green waste removal, with procurement proposed for 2026–27.

This van was the most frequently used of all vehicles. Although electric vehicles were considered, towing capacity, and operational demands made diesel the most suitable option.

The van would be serviced annually, extending warranty options up to ten years, with additional insurance cover available.

**EL.48.03.26** Members **RESOLVED** to unanimously agree to the procurement of a replacement flat-bed vehicle via hire purchase agreement, and the preference given to the Toyota Proace Diesel.

6.2 To review the relevant sections of the Draft Wealden Local Plan 2025-2042

The Chair wished to thank Councillor B. Reed for her considerable time and effort invested in preparing the document.

Councillor Reed thanked members of the Plans Committee for their work on preparing a response to the Local Plan Consultation.

Members discussed how this committee could support the Plans Committee and protect the Town Council's open spaces and nature reserves impacted by proposals within the Local Plan.

Based on one member's experience in opposing housing developments, it was noted that the process would be challenging, although members were determined to assist.

Members noted that observing the substation provided a clear indication of the scale of proposed housing and site connectivity.

It was further noted that Fletching Parish Council were preparing a response, and it was proposed that other local parish councils be invited to submit representations.

The Environmental Sustainability Grid had been updated by Councillor Reed to reflect all of the Committee's views.

The Chair noted that the land immediately behind the flats adjacent to Selby Meadows was included in the Local Plan, which could be disruptive, and queried whether the New Town Action Group were aware. This would be followed up via email.

**EL.49.03.26** Members noted the report and agreed to create a formal response to the Local Plan and proposed that the feedback of Environment & Leisure Committee be fed through via the Plans Committee.

## **7.0 ENVIRONMENT**

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

Members noted that the gaps in the entrance to the field adjacent to the tennis courts at Victoria Pleasure Ground had been filled and planted. The fencing had been repaired, with further planting still required.

Members noted that one of the gateways in Hughes Way had been damaged by a driver, and it was agreed that a letter would be sent to the homeowner to follow up.

### **Boothland Wood – impact of recent closure of the Public Right of Way across Ridgewood Farm:**

Councillors noted health and safety concerns regarding uncontrolled foot traffic through Boothland Wood and the proposed diversion of the footpath in connection with nearby development works.

It was reported that no consultation had taken place with Uckfield Town Council.

The footpath, believed to be a public right of way, had been closed without formal diversion, potentially causing direct and indirect harm to the ancient woodland.

Initially, councillors discussed the possibility of a second consultation to identify an alternative access route for any future closures, allowing public engagement with Redrow and enabling councillors to consider suitable alternatives.

However, safety concerns were highlighted regarding site barriers, noting the risk to the public if these were not properly maintained.

It was proposed that areas of Boothland Wood should be fenced off entirely during soil removal works to prevent further damage, as public access might otherwise circumvent barriers.

This ancient woodland is council-owned land and is not intended for use as a pedestrian shortcut across the woodland areas or for dog walking.

Although fencing and repair works would be a significant outlay, councillors agreed this would be money well spent, given the increased risk to the woodland and public safety.

Temporary closure would also provide the woodland with a period of “breathing space” ahead of the development.

The Estates Manager would measure, cost, and survey the area intended to be blocked off and arrange a consultation with local developers to discuss this closure and diversion plans.

**EL50.03.26** Members **RESOLVED** to agree to the following:

i) Temporarily fence to manage access to and out of Boothland Wood using appropriate fencing and signage, including provision for ongoing maintenance costs, to enable Redrow developers to undertake necessary works and soil removal;

ii) Liaise with East Sussex Rights of Way and seek their advice;

iii) Share key information with the local community via social media and in the Voice pages of *Uckfield Matters*;

iv) Approach Redrow developers through the Plans Committee and arrange a site meeting to discuss the matter and determine any necessary follow-up action;

v) Formally raise concerns with Wealden District Council regarding the failure to notify the Council of the closure of any rights of way affecting Council-owned property within this ancient woodland.

7.2 To note Preliminary Ecology Appraisals and Management Recommendations for Local Nature Reserves in Uckfield

Members noted the reports and were asked if they could provide any feedback to the Estates Manager within the next three weeks.

7.3 To receive an update on the consecration of the new Y-section and various improvements for Snatts Road Cemetery

Members noted the report and thanked the Clerk for her input.

Councillor D. French requested a spare bench that could be donated to Keld Garden on behalf of the New Town Action Group. A bench was currently available and would be offered for this purpose.

**8.0 LEISURE**

8.1 To receive an update on the 3G Pitch application

Members noted the report.

**9.0 REPORTS FROM WORKING GROUPS**

Nothing to report, although Councillor D. French announced that she had attended a recent meeting with the Conservators of Ashdown Forest, although there were no specific updates.

## **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  
Nothing to report at this time.
- 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 and thanked 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**

The Chair announced that the Eco Expo event was scheduled to take place on Saturday 21st March. The Town Clerk was in the process of contacting local green businesses to encourage participation. The Town Council will also extend an invitation to SLM Toyota to attend the event.

## **12.0 CONFIDENTIAL BUSINESS**

**EL.51.03.26** 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 8:25 pm.

**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	The Marketing and Engagement Officer and Senior Administrative Officer have liaised to identify websites comparable to local parishes, to see what they provide. We agreed to explore work that will provide more details and local information later this year.
<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. Meeting with landowners scheduled for later in April 2026.

Resolution no.	Details	Date Raised	Action By	Date Complete
<u>EL.18.09.24</u>	<p><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 further consideration of routes needed to be explored.</p>	02.09.24	HG	<p>At the Environment &amp; Leisure meeting on 2<sup>nd</sup> March 2026, members agreed:</p> <ul style="list-style-type: none"> <li>* To temporarily fence off access to parts of Boothland Wood to enable Redrow developers to complete necessary works and soil removal, and;</li> <li>* to liaise with ES ROW and seek their advice, and;</li> <li>* to share key information with the local community via social media and in the Voice pages of Uckfield Matters, and;</li> <li>* to approach Redrow to determine the next steps to protect this ancient woodland, and;</li> <li>* to formally raise concerns with WDC regarding the failure to notify the Council of the closure of any ROW affecting Council-owned property within this ancient woodland. <b>-last two options still to action</b></li> </ul>
<u>EL20.09.25</u>	<p><u>To receive a progress update on water ingress into Ridgewood Village Hall</u>  Members <b>RESOLVED</b> to agree to:  (iv) 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, whilst exploring options for the remainder of the car park works.</p> <p>The Facilities &amp; Compliance Manager has confirmed that the next stage of works would be advertised on the UK Government procurement portal - 'Find a Tender.'</p>
<u>EL21.09.25</u>	<p><u>Update on the Uckfield Station Car Park and electric charging</u> Members wished to arrange a separate meeting this year with APCOA to explore some questions</p>	21.09.25		On hold.

**UCKFIELD TOWN COUNCIL  
ENVIRONMENT & LEISURE COMMITTEE  
PROJECT MONITORING FORM 2026-27**

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

<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	08.04.26	Speed survey data has been obtained for the main access corridors into and out of Uckfield from East Sussex Highways. This will be shared with members shortly.	

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

<b>Project Name</b>	<b>Permanent welfare facilities for Harlands Playing Fields</b>		<b>Project Number</b>	<b>89</b>
<b><u>FC.90.01.25</u></b>	£12,000	08.04.25	Temporary toilet provision has been installed and will be revisited in 2027-28. Funding options have now become available through the Football Foundation and are being explored.	

<b>Project Name</b>	<b>Conservation and wildlife monitoring (longer-term project)</b>		<b>Project Number</b>	<b>91</b>
<b><u>FC.90.01.25</u></b>	£8,000 - minus £7,890. = £110.	08.04.25	Wildlife appraisals for 2025/26 have been completed and more specific surveys will be actioned in 2026/27.  We have incorporated £15k within the budget in April 2026 – March 2027 for further work in this area.	

## ENVIRONMENT & LEISURE COMMITTEE FORWARD PLAN – 2026

STANDING ITEMS FOR GENERAL PURPOSES AGENDA	REPORT LEAD
Minutes from the last meeting	Senior Admin
Action list	Mgt Team
Project list	Mgt Team
Bills paid	Senior Admin
Income and expenditure reports	TClerk / Asst TC
Estates Update	E&F Manager
Reports from working groups	Councillor representatives
Reports from outside bodies	Councillor representatives
Marketing report (confidential business)	Marketing & Comms Assistant

DATE OF MEETING	DESCRIPTION OF AGENDA ITEM/REPORT	
<b>13 APRIL 2026</b>	Update from the Joint Allotment Working Group meeting on 16 March 2026	SA Officer
	Review of the X-section at Snatts Road Cemetery	SA Officer
	Law Commission Publication – Burial & Cremation Law Final Report	SA Officer
<b>CONFIDENTIAL</b>	Marketing report	

DATE OF MEETING	DESCRIPTION OF AGENDA ITEM/REPORT	
<b>26 MAY 2026</b>	To appoint members to outside body - Local Nature Reserve Supporters Group	SA Officer
	To confirm members for the working groups of Environment and Leisure Committee	SA Officer
	Draft Sports Pitch licence agreements for consideration	SA Officer
<b>CONFIDENTIAL</b>	Marketing report	

**Environment and Leisure Committee at 31 January 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Actuals at 31 Jan 26 £	Budget at 31 Jan 26 £	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	491	0	0	0	0	0	491	610	0	0	491	610
Weald Hall Events (4050)	1,813	1,082	2,175	1,662	1,243	2,405	4,440	4,724	4,329	1,415	25,288	20,833	2,083	2,083	29,455	25,000
Allotments (4100)	5,845	357	162	102	43	105	0	34	0	78	6,726	8,000	0	1,000	7,726	9,000
Allotment Admin Charge (4102)	3,345	255	150	45	30	69	0	0	0	0	3,894	3,000	0	0	3,894	3,000
Allotment Deposits (4101)	316	104	380	52	52	104	0	52	0	106	1,166	1,667	167	167	1,499	2,000
Playing Fields & Pitches, Sport Income (4110)	0	117	325	176	336	136	3,697	0	108	0	4,894	5,000	0	5,000	9,894	20,000
Playing Fields & Pitches, Event Income (4120)	2,795	(560)	155	10	4,874	449	130	0	0	0	7,852	7,250	0	0	7,852	7,250
WDC- WPark Culverts Agreement (4123)	0	0	400	0	0	0	0	0	0	0	400	500	0	0	400	500
Vehicle and equipment disposal (4124)	0	0	700	0	0	0	0	0	7,000	0	7,700	0	0	0	7,700	0
ESCC Minibus parking income (4140)	0	0	0	0	400	0	400	400	400	400	2,000	0	0	0	2,000	0
Cemetery - Interments (4180)	620	5,310	2,885	5,260	0	862	2,235	2,865	4,190	8,260	32,487	30,833	3,083	3,083	38,653	37,000
Cemetery - Memorials (4181)	424	530	1,408	880	0	235	120	415	235	295	4,542	5,833	583	583	5,709	7,000
Cemetery - Sundry income (4182)	147	50	150	200	50	0	50	50	100	350	1,147	200	0	0	1,147	200
Cemetery Maintenance Charge (4183)	330	440	220	770	0	220	220	330	220	770	3,520	3,667	367	367	4,253	4,400
Memorial bench income	0	0	0	933	0	0	0	0	0	963	1,896	2,250	0	750	2,646	3,000
Farmers Market Income (4270)	90	75	45	0	0	0	90	90	45	60	495	600	60	60	615	720
Env Sundry Income (4275)	46	0	0	0	9	0	0	0	2	0	57	150	0	50	107	200
Litter/bus station (4295)	0	398	0	0	398	0	0	398	0	0	1,193	1,193	398	0	1,590	1,590
Eco EXPO (4370)	0	0	0	0	0	0	0	0	0	0	0	0	0	450	450	450
Weald on the Field (4387)	0	0	1,900	0	3,696	0	100	0	0	0	5,696	5,500	0	0	5,696	5,500
Roundabout income (4350)	0	0	864	0	0	0	0	0	0	0	864	864	0	0	864	864
Tree work contributions	0	0	0	0	375	0	0	0	0	0	375	0	0	0	375	0
<b>Total Sales</b>	<b>15,770</b>	<b>8,157</b>	<b>11,919</b>	<b>10,090</b>	<b>11,997</b>	<b>4,584</b>	<b>11,482</b>	<b>9,358</b>	<b>16,630</b>	<b>12,696</b>	<b>112,683</b>	<b>97,950</b>	<b>6,741</b>	<b>13,593</b>	<b>133,017</b>	<b>128,284</b>
<b>Grant funding</b>	<b>0</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>773</b>	<b>0</b>				
<b>Purchases</b>																
Playing fields and pitches (5120)	2,185	1,890	1,485	4,808	1,708	1,635	6,367	1,424	1,425	372	23,300	17,500	1,458	1,458	26,216	17,500
Playing fields electricity (5122)	0	384	110	0	17	574	0	0	680	0	1,765	2,000	0	500	2,265	2,500
Play Area maintenance (5176)	0	52	271	458	169	0	0	0	3,739	0	4,689	6,000	0	2,000	6,689	8,000
Ground Maintenance General (5204)	351	1,089	1,854	433	366	737	631	628	134	339	6,561	6,250	625	625	7,811	7,500
General equipment repairs and hire (5201)	160	105	170	203	140	415	933	1,574	488	283	4,470	5,833	583	583	5,637	7,000
New Equipment and hire (5202)	0	854	1,101	37	330	1,905	574	1,847	0	845	7,493	4,875	0	1,625	9,118	6,500
Movana Vehicle (5279)	327	153	209	188	170	489	0	0	571	0	2,106	1,500	0	0	2,106	1,500
Tractor maintenance & running costs (5275)	249	224	285	541	236	125	76	65	0	0	1,803	1,075	179	179	2,161	2,150
Vehicle running costs	0	0	0	0	447	0	216	204	0	28	894	1,250	0	667	1,561	2,500
Vehicle PCP arrangements	940	940	940	1,410	1,410	1,410	1,410	1,410	1,410	1,410	12,688	7,500	0	0	12,688	7,500
Rainwater Harvester Maintenance (5283)	168	0	1,122	0	0	0	0	0	1,422	0	2,712	2,400	0	0	2,712	2,400
Grass cutting mower (5276)	75	0	0	0	15	0	0	0	0	0	90	1,125	0	375	465	1,500
Allotments (5100)	101	962	96	1,576	130	123	756	2,022	278	0	6,044	2,625	0	875	6,919	3,500
LNRS & Sites of Interest (Working budget) (5231)	85	74	1,350	20	28	703	0	1,375	0	110	3,745	3,000	0	1,000	4,745	4,000
Litter bins (5295)	0	0	0	0	0	0	0	0	0	0	0	500	0	500	500	1,000
Litter collection, open spaces (5296)	783	881	914	1,077	1,273	1,277	1,095	849	800	899	9,848	9,167	917	917	11,681	11,000
Repair and replace street furniture (5375)	0	0	0	0	0	0	0	0	0	0	0	1,250	0	1,250	1,250	2,500
Signage outside areas (5330)	0	0	456	109	0	0	0	0	0	0	565	750	0	250	815	1,000
Protective - Outdoor staff (5058)	367	33	0	1,768	60	0	0	33	0	1,277	3,537	1,500	0	0	3,537	2,000
Fencing (5280)	55	190	110	194	0	0	0	0	0	0	549	2,250	0	750	1,299	3,000
Horticulture (5299)	0	0	0	0	0	0	138	0	31	0	169	150	0	150	319	300
Trees (5285)	900	900	900	1,650	1,000	2,745	840	1,350	900	1,800	12,985	11,000	0	0	12,985	11,000
HMLNR & WPLNR (5033)	0	0	0	0	0	0	0	0	0	0	0	250	0	250	250	500
Weald Hall Events (5300)	1,085	1,000	1,808	5,411	0	1,774	1,300	10,912	4,906	0	28,195	11,250	0	3,750	31,945	15,000
Performing rights (5301)	0	0	0	0	0	0	751	0	0	515	1,266	1,000	0	1,000	2,266	2,000
Event Advertising Marketing (5302)	1,052	158	490	414	568	794	155	154	149	80	4,014	3,000	0	0	4,014	3,000
Weald on the Field (5078)	0	600	300	4,238	7,741	0	0	0	0	0	12,878	11,500	0	0	12,878	11,500
Town Security/CCTV (5370)	1,899	178	89	84	88	387	74	77	83	86	3,046	2,700	100	100	3,246	2,900
Floral displays (5373)	0	2,837	0	(215)	564	564	0	0	0	0	3,750	3,250	0	0	3,750	3,750
Tesco roundabout Floral display	0	779	0	0	0	0	0	0	0	0	779	750	0	0	779	750
Cemetery, grave digging (5181)	0	960	320	1,280	320	0	640	0	1,040	2,320	6,880	5,000	500	500	7,880	6,000
Cemetery, rates & water (5180)	143	115	115	134	115	379	403	378	378	412	2,573	1,500	0	0	2,573	1,500
Cemetery, litter (5182)	278	222	222	278	222	296	339	222	259	521	2,861	2,500	250	250	3,361	3,000
Cemetery, maintenance (5186)	0	0	12	0	1,088	0	0	0	0	217	1,317	200	0	0	1,317	200
Memorial benches	0	0	0	0	0	0	874	0	0	763	1,636	0	0	0	1,636	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	0	0	669	0	1,424	0	11,435	11,250	0	3,750	15,185	15,000
Bus shelters (5086)	0	886	0	0	0	0	0	0	0	0	886	1,000	0	0	886	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	15,495	13,929	13,438	13,929	16,028	15,278	139,825	162,435	16,244	16,244	172,312	194,922
Groundsmen - National insurance (5361)	1,649	1,483	1,482	1,625	1,949	1,714	1,640	1,714	2,029	1,916	17,201	23,279	2,328	2,328	21,857	27,935
Groundsmen - Pension (5362)	2,801	2,788	2,801	2,801	3,310	2,891	2,891	2,975	3,222	3,574	30,054	37,894	3,789	3,789	37,633	45,473

Funds are available within reserves to cover the additional expense on vehicle PCP. This was factored in when budget setting.

Please note that the Weald Hall Events income and expenditure is due to be broken down further for the Hospitality Review Working Group as figures cross more than one committee area. The expenditure detailed here includes reimbursement of ticket sales, managed by the Town Council for a fee.

**Environment and Leisure Committee at 31 January 2026**

	Apr 25 Actuals £	May 25 Actuals £	Jun 25 Actuals £	Jul 25 Actuals £	Aug 25 Actuals £	Sept 25 Actuals £	Oct 25 Actuals £	Nov 25 Actuals £	Dec 25 Actuals £	Jan 26 Actuals £	Actuals at 31 Jan 26 £	Budget at 31 Jan 26 £	Feb 26 Budget £	Mar 26 Budget £	Totals 2025/26	Budget 2025/26
LNRS & Sites of Interest (Ranger) (5230)	2,818	2,818	2,818	2,818	3,624	2,910	2,910	3,395	2,389	2,815	29,316	26,092	2,609	2,609	34,535	31,310
<b>Total Purchases</b>	<b>33,410</b>	<b>40,813</b>	<b>34,213</b>	<b>49,834</b>	<b>42,582</b>	<b>37,775</b>	<b>39,122</b>	<b>46,535</b>	<b>43,783</b>	<b>35,859</b>	<b>403,924</b>	<b>394,350</b>	<b>29,583</b>	<b>60,274</b>	<b>493,781</b>	<b>483,590</b>

**New initiatives 2025/26**

Artificial Cricket Pitch Resurfacing	6,788	0	0	0	0	0	0	0	0	0	6,788	7,000	0	0	6,788	7,000
Football Pitch Maneouvrable posts	0	0	10,000	0	0	0	0	0	0	0	10,000	10,500	0	0	10,000	10,500
Full football pitch renovations	0	28,983	0	1,030	0	0	0	0	0	0	30,013	29,000	0	0	30,013	29,000
Welfare facilities for Harlands	0	0	0	0	0	0	0	1,149	0	178	1,327	6,000	0	6,000	7,327	12,000
D Day Anniversary activities	100	1,029	0	0	0	0	0	0	0	0	1,129	1,420	0	0	1,129	1,420
New Ride on Mulcher (Yr 2) Grillo Brushcutter	480	480	480	480	480	480	480	480	480	480	4,796	3,773	458	458	5,713	5,500
New Top Handled Chainsaw	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	1,163	1,163	1,163	1,163	1,233	0	10,536	9,304	0	0	10,536	15,000
<b>Total new initiatives 2025/26</b>	<b>8,531</b>	<b>31,654</b>	<b>11,643</b>	<b>2,673</b>	<b>1,643</b>	<b>1,643</b>	<b>1,643</b>	<b>2,792</b>	<b>1,713</b>	<b>658</b>	<b>64,589</b>	<b>66,997</b>	<b>458</b>	<b>7,458</b>	<b>72,506</b>	<b>81,420</b>

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

Ash dieback works	3,677	1,650	1,650	0	300	1,200	1,030	0	0	0	9,507					
Conservation and wildlife monitoring	0	0	0	0	0	3,570	0	0	0	4,320	7,890					
Play Area Upgrades	0	0	0	0	0	0	125,002	0	0	0	125,002					
Vehicle replacement (5099) (overspend from above rev)	0	0	0	0	0	0	0	0	0	0	5,188					
Iseke Mower (Yr 1 replacement) Grillo Mower FD900	912	1,510	787	787	802	787	787	787	787	787	8,736					
Luxford Field Project	0	0	1,251	0	0	1,476	0	0	0	0	2,728					
Climate Change Initiatives	0	0	0	0	0	0	0	3,700	0	0	3,700					
Our Parks	0	0	0	0	0	0	0	0	0	1,280	1,280					
Cemetery maintenance	0	0	0	0	0	0	0	0	3,487	0	3,487					
CCTV Upgrades	0	0	0	0	0	0	0	0	0	2,469	2,469					
Osborn Hall Car Park	0	0	0	0	0	0	36	0	0	0	36					

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

**Monday 13 April 2026**

### **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.

A new Ranger was appointed on the 1 January 2026.

##### Victoria Pleasure Ground and skatepark

The drainage issues at the skatepark were being investigated with the view of installing new drainage, and structural repairs would be carried out to the skate ramps. We were currently exploring the addition of a portable pump track for a period of time over the summer holidays.

The process of contacting contractors was about to begin regarding the extension of the existing skate park and the installation of a permanent pump track to understand indicative costs.

This would be the next area of play provision to undergo renovation; helping to enhance recreational opportunities for the local community.

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

Nothing to report, although we were currently exploring funding for the extension a pathway.

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

Nothing to report.

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

The bracken control had been carried out and dead hedging was ongoing.

##### Snatts Road Cemetery

Nothing to report.

##### Elizabeth Gardens

Nothing to report.

##### Hughes Way play area

Nothing to report.

##### Luxford field and play area

Nothing to report.

##### Boothland Wood

It had been acknowledged that the impact of the recent closure of the Public Right of Way across Ridgewood Farm until at least May would increase footfall through Boothland Wood.

Phase 1 of the fencing project at Boothland Wood had commenced. Two sections of the fence line had been cut since work commenced.

Equipment & Vehicles

The procurement process was underway for a replacement flatbed type vehicle for 2026/27 to aid in litter collection, with an anticipated delivery date of August.

Street Furniture & Lighting

Nothing to report.

Harlands Pond

Nothing to report.

Selby Meadows

Nothing to report.

**2.0 Recommendations**

2.1 Members are asked to note the report.

Contact Officer: Thomas Woollard

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

**Monday 13 April 2026**

### **Agenda Item 7.2**

#### **TO CONSIDER A REVIEW OF THE X-SECTION AT SNATTS ROAD CEMETERY AND WHAT WOULD BE PERMITTED WITHIN THE CEMETERY RULES AND REGULATIONS**

##### **1.0 Overview**

- 1.1 This report has been prepared following concerns raised by grave owners regarding the management and permitted memorial arrangements within the X-section at Snatts Road Cemetery. One grave owner expressed distress regarding the current restrictions on memorialisation and the suitability of the section being designated as a lawned area.
- 1.2 The review considers the current arrangements, their practical application, and whether they continue to meet the needs of both cemetery operations and bereaved families.

##### **2.0 Background**

- 2.1 The X-section was designated as a lawn section and consecrated in 2008, with the first burial being prepared in 2010. The creation of a lawned section was intended to support ease of maintenance through mechanical grass cutting and to maintain a consistent and smart appearance. Under the current arrangements, memorials are limited to headstones without kerbing, with a small designated area (approximately 9 inches) permitted in front of the headstone for floral tributes.
- 2.2 However, concerns have been raised that in practice this section has not operating as a traditional lawned area for a number of years, and been very difficult to manage. The current restrictions have not always been fully understood by relatives and funeral directors have not considered the varying needs and desires of relatives when arranging burials with the Town Council.

##### **3.0 Issues Identified**

- 3.1 The review has identified the following:
  - The section is not functioning effectively as a lawned area in its current form.
  - Restrictions on kerbing, limit the ability for families to appropriately personalise and maintain graves.
  - The small permitted area for tributes does not adequately meet the expectations of many visitors.
  - The overall appearance of the section has become inconsistent and not as smart as originally intended.
  - There are variations in memorial styles across the wider cemetery, with kerbed memorials (kerb sets) present in other areas. There may be families with extended family members also in other areas of the cemetery, so their understanding of why this area is different has caused confusion.
  - The current arrangements may not fully reflect either the practical use of the space or the needs of families.

- Funeral directors often don't fully consider the faith, and subsequent requirements of relatives at the memorial stage when first arranging the burial, which results in complications later on, if the relative and now grave owner, wishes to add specific features to dress the grave.
- Management of the 'lawned' area has become similar to managing other sections of the cemetery, due to the confusion that has been created.

#### **4.0 Consideration of Kerbed Memorials**

4.1 In light of the above, it is considered that the X-section would be better managed if the current restriction on kerbing were revised.

4.2 However, to ensure that maintenance standards, accessibility, and overall site management are maintained, it is recommended that any kerb sets permitted within the X-section should be of a specific, reduced size. This would allow:

- Continued access for maintenance equipment;
- A more structured and defined memorial space;
- Greater opportunity for families to maintain and personalise graves;
- A more consistent and visually appropriate layout across the section.

#### **5.0 Impact on Management and Visitors**

5.1 Allowing kerbed memorials of a controlled and standardised size would:

- Improve the overall appearance of the section;
- Provide a clearer framework for maintenance;
- Better reflect how the section is being used in practice;
- Offer families a more suitable and respectful way to mark and maintain graves;
- Support the removal of non-permitted items such as plastics, and help prevent the use of fencing or artificial border materials, which are difficult to monitor and manage consistently;
- Help ensure a consistent and manageable approach that can be applied across current and future cemetery sections, thereby pre-empting similar issues in the proposed next Y-section.

#### **6.0 Conclusion**

6.1 The review concludes that the X-section is not currently operating effectively as a lawned section. Introducing kerbed memorials with specified reduced dimensions would provide a more appropriate balance between family needs and operational requirements.

6.2 This approach would support improved maintenance, enhance the appearance of the section, and offer a more respectful and suitable environment for remembrance.

#### **7.0 Recommendations**

7.1 Members are asked agree to:

(i) Kerb Set Allowance

Kerbed memorials permitted within the X-section, subject to the introduction of standardised, reduced-size kerb specification, and;

(ii) Review of Section Designation

The classification of the X-section as a lawned area be reviewed to ensure it reflects its practical use and intended future management.

(iii) Cemetery-Wide Consistency

Ensure consistency in memorial regulations is provided across all sections of the cemetery.

(iv) Guidance and Communication

Provision of clear guidance regarding any changes to permitted memorials, including detailed specifications for kerb sets and associated expectations.

(see photos taken below)

Contact Officers: Tom Woollard/ Rachel Newton

**Cemetery X-section:**



**Remaining sections:**



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

**Monday 13 April 2026**

### **Agenda Item 9.1**

#### **TO RECEIVE A BRIEF UPDATE FROM THE JOINT ALLOTMENT WORKING GROUP**

##### **1.0 Overview**

1.1 The meeting took place on 16 March 2026, and opened with a warm welcome to all attendees. New site representatives were also introduced:

- Michael Parker (RW10A)
- Chris Scraba (FRW3B & FRW4A)
- Paul Marsh (BIE29A)

1.2 The Town Council thanked the Allotment Association for recent improvements, including shed renovations at Framfield car park and promotional posters, and acknowledged the work of site representatives in improving tenant communication.

##### **2.0 Fees and Tenancies**

- There would be no increase in allotment fees for 2026–27.
- Tenants would receive updated letters before 1 April 2026.
- New tenancy agreements would commence in April 2027.
- From 2027–28, fees would reflect CPI + 1% plus a £16 administration charge.

##### **3.0 Plots and Waiting List**

- Total plots across all sites: 249 (248 last year).
- Current waiting list: 43 tenants with 32 seeking their first plot, 3 requesting swaps, and 8 requesting additional plots.
- 38 new tenants had joined since April 2025, which was the most received since the pandemic!

##### **4.0 Grounds and Maintenance**

- Water supply had been restored and meter readings completed.
- Footpath mowing had started.
- FRE entrance repair pending ground drying and new soil compaction equipment available.
- Estates team were reviewing lock upgrades, replacement signs, tree maintenance, and potential leasing of garages to the Allotment Association.
- Ridgewood site faced a marestail problem, which would be addressed.

##### **5.0 Tenant and Representative Issues**

- Lock and gate issues were addressed at FRE, BIE, and RW sites.
- Representatives were reminded that the Town Council should be contacted first for any tenant issues.

## **6.0 Allotment Association Activities**

- Site WhatsApp groups were functioning effectively.
- Allotment checks would be conducted by representatives and the Association, in June and September, with any concerns reported to the Town Council.

## **7.0 Upcoming Events**

- Flower & Veg Fest: 23 May – postponed for an even bigger and better event being introduced next year – watch this space!
- National Allotment Week: 10–16 August – theme “Grow to Learn”; includes Scarecrow competition
- Allotment Conference: 9 September – featuring awards, guest speakers, Q&A session, and Allotment Association shop participation

## **8.0 Other Notes**

- Representatives may be provided with lanyards for identification on site.
- Councillors would continue exploring options to expand community allotment spaces.
- The Estates team were acknowledged for their excellent work; patience was requested from tenants due to the small size of the team.

## **9.0 Next Meeting**

- Scheduled for June 2026, after the allotment inspections.

## **10.0 Recommendations**

10.1 Members are asked to note the report.

Contact Officer: Rachel Newton

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

**Monday 13 April 2026**

### **Agenda Item 10.4**

#### **LUXFORD CENTRE MANAGEMENT COMMITTEE UPDATE**

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

1.1 Members of the Executive Committee of The Luxford Centre, held on the 20 March, were welcomed by the Chair with a special mention of our new Treasurer who has joined the group since our last meeting and already shown huge enthusiasm and interest in the finances of the organisation. The appointment was made at the Special General Meeting of the Executive Committee held on the 24 January 2026.

The Chair reported that he was still awaiting the final confirmation from the solicitors on the amendments to the constitution and that he would chase this along. A gentleman had come forward offering to help with the cooking and the House Committee would be meeting him shortly to run through the process. The current Bookings Officer confirmed he was willing to carry on with the task for the time being but hoped a volunteer would soon come forward.

The current use of the hall by the youth club is progressing satisfactorily and the numbers are increasing. There had been no problems that we were aware of.

There were lengthy discussions on the repairs required to the west facing windows and a proposal to replace the hinges first was agreed.

Our Treasurer gave a report on the club's finances which were showing a steady improvement and growth in the new extension project fund with the potential grant from Wealden District Council.

Membership still continued to grow and showed signs of healthy numbers and support within the various groups. The recent quiz night had been a success and shown a good profit to bolster the club's finances.

This year marked 30 years since the formation of the centre and plans were being formulated to mark the anniversary with a celebration party on the 12 September 2026.

The Secretary confirmed that he was well advanced in updating the various policies for the centre and planned to have them complete ready for the AGM in May.

Discussions regarding the blocking of the notice board at the front of the building by the new electric car charging box installed by the WDC contractors confirmed the WDC were going to reimburse the centre for all costs incurred in repositioning the notice board and that these works were already in hand.

The next meeting which would be the AGM was scheduled for 9 May 2026 at 11.00 am

##### **2.0 Recommendation**

2.1 Members are asked to note the report

Contact Officer: Rachel Newton