



UCKFIELD TOWN COUNCIL

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Town Clerk – Holly Goring

Meeting of the **Environment and Leisure Committee** to be held on
Monday 6 July 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 26 May 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 consider the procurement of the ISUZU D-Max 2.2 Single Cab Tipper Vehicle

6.0. ADMINISTRATION

- 6.1. To note the draft minutes from the Strengthening Local Relations (SLR) meeting held on 22 June 2026

7.0. ENVIRONMENT

- 7.1. To note the current position of the Town Council's Estates
- 7.2. To consider opportunities arising from the Cemetery of the Year Awards (CYA) Entry Questionnaire, including the Green Flag Award scheme and Corporate membership of the National Federation of Cemetery Friends

8.0. LEISURE

- 8.1 To consider temporary Pump Track Hire and Consultation on Victoria Skate Park Improvements

9.0. REPORTS FROM WORKING GROUPS

- 9.1. Climate Emergency Steering Group update

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



Town Clerk
30 June 2026



Minutes of the meeting of the **Environment and Leisure Committee** held on
Tuesday 26 May 2026 at 7.00pm
Council Chamber, Civic Centre, Uckfield

PRESENT:

Cllr. Bernadette Reed (Vice-Chair) Cllr. Karen Bedwell
Cllr. Kathy Butler Cllr. Donna French
Cllr. Mike McClafferty Cllr. Chris Macve

IN ATTENDANCE:

Councillor Peter Selby

Thomas Woollard – Estates Manager
TJ – Countryside Ranger
Rachel Newton – Senior Administrative Officer
Minutes taken by Rachel Newton

Before the meeting began, the Vice-Chair, Councillor B. Reed, advised that she would chair the meeting due to the unforeseen absence of Councillor A. Smith, who was required to attend a work-related Board meeting.

The Vice-Chair also advised that the Town Clerk remained absent due to illness and, on behalf of members of the Environment and Leisure Committee, extended continued best wishes for her full recovery.

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. None were forthcoming.

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

None received.

3.0. APOLOGIES FOR ABSENCE

A belated apology was received from the Chair, Councillor A. Smith, due to a work related board meeting. Councillor B. Reed chaired the meeting on her behalf. Apologies were also received before the meeting from Councillors S. Mayhew and D. Bennett due to personal commitments.

4.0. MINUTES

4.1. Minutes of the meeting of the Environment and Leisure Committee held on the 13 April 2026

EL.03.05.26 It was **RESOLVED** that the minutes of the meeting of the Environment and Leisure Committee held on 13 April 2026, be taken as read, confirmed as a correct record and signed by the Chair.

4.2. Action list

Members noted the report. The Chair then raised concerns in relation to the proposed re-routing of the Public Right of Way from Ridgewood Farm into Boothland Wood under item 18.09.24, as part of the site development.

The Chair referred to the Ancient Woodland Standing Advice and noted, following a recent walk around the area, that the Public Right of Way had not been connected to the diversion at the Boothland Wood end.

The Chair also raised concerns regarding serious trip hazards and two large holes at the bottom of the Redrow development area, which required fencing off. Possible asbestos was also mentioned.

It was confirmed that all matters raised would be investigated.

EL21.09.25 – Update on the Uckfield Station Car Park and electric charging. This item was no longer being pursued and was removed.

4.3. Project Monitoring List – for information only
Members noted the report with no items to be removed.

4.4. Forward plan – for information only
Members noted the report.

5.0. FINANCE

5.1. To note bills paid

The Estates Manager reported that a new Ferris mower had been purchased. While a seasonal mower was generally hired, the purchase was considered beneficial in improving operational efficiency.

Members were informed that the Clerk had been asked to arrange a demonstration day to allow all Councillors to view and trial the mowers and related equipment.

The Estates Manager also reported positively on the use of the robot markers, which had been used during the Sussex Sixes event the previous year. Although the initial cost had been substantial, the equipment had proven to be productive and cost-effective over time.

Members noted the report.

6.0 ADMINISTRATION

6.1 To note the extension to the Wealden District Council Public Spaces Protection Order (PSPO) – Dog Fouling

Members considered the ongoing issue of dog fouling within certain areas of the town and the proposed extension of the Wealden District Council Public Spaces Protection Order (PSPO) relating to dog fouling.

It was noted that the current Order did not extend to woodland areas. Members expressed concern that there had been a perceived increase in dog fouling in certain locations, with limited evidence of active monitoring or enforcement. Instances were cited, including dog waste being marked but not subsequently removed, raising concerns about the effectiveness of current response arrangements.

A Member reported regularly encountering dog fouling left by dog walkers, particularly in areas surrounding the new housing development at Mallard Drive, and proposed that Wealden District Council be requested to increase their presence in affected areas or, at a minimum, engage in discussions regarding clearer information on the frequency and timing of dog warden patrols. This proposal was seconded.

It was further noted that previous feedback gathered at the “Weald on the Field” event last year had indicated minimal concern from attendees at that time, suggesting that earlier reporting may have underrepresented current issues.

The Estates Manager advised that a list of designated local dog walks, including mapped routes and inclusion of dog bin locations, could be developed for publication on the Council’s website. The Clerk supported this suggestion and added that it would complement future “Tourism” content being developed for the site.

A further proposal was made to engage with local schools to improve education around responsible dog ownership, particularly given population changes and new residents moving into the area. It was felt that greater awareness was needed, especially among children, to address gaps in understanding of the impacts of dog fouling on public health, the environment, and community spaces.

Councillor K. Bedwell, speaking as a dog walker, stated that it was regrettable that such issues persisted and emphasised the reputational damage caused to public spaces in Uckfield, including ancient woodland areas. It was noted that dog waste bags were available at Harlands Farm Recreation Ground, although tackling the issue required more than the provision of facilities and routine clean-up.

Members concluded that while the problem may be attributable to a small number of individuals, there was a need to raise the matter again with Wealden District Council, including a request that woodland areas be brought within the scope of the PSPO, and that enforcement presence and communication be strengthened.

It was further agreed to request that Wealden District Council attend and provide targeted leafleting to residents at the next “Weald on the Field” event in order to raise awareness of responsible dog ownership and reporting mechanisms.

EL.04.05.26 Members **RESOLVED** to agree to:

- (i) Request that Wealden DC extend the Public Spaces Protection Order (PSPO) to include woodland areas, and;
- (ii) Request that Wealden DC increase enforcement presence in affected areas, and;
- (iii) Seek clearer communication from Wealden DC regarding the frequency and timing of dog warden patrols, and;
- (iv) Invite Wealden DC to attend the next ‘Weald on the Field’ event on Saturday 8th August (10th Anniversary edition!) and provide targeted leafleting to promote responsible dog ownership and reporting mechanisms, and;
- (v) Request that staff look into the Neighbourhood Watch scheme and explore its potential relevance in addressing local concerns regarding dog fouling and community support.

6.2 To appoint members to Outside Bodies (Local Nature Reserve Supporter Group)

EL.05.05.26 Members **RESOLVED** to agree for Councillors D. French and B. Reed to continue as the representatives (one and one substitute) for the Local Nature Reserve Supporters Group. Councillor K. Butler also supported this group.

6.3 To appoint members to the Conservators of Ashdown Forest and ‘Weald to Waves’ initiative

EL.06.05.26 Members **RESOLVED** to agree to agree to agree for Councillors D. French and B. Reed and to continue, and Councillor M. McClafferty as the representatives for link roles ‘Weald to Waves’ and Biodiversity.

6.4 To confirm members for the working groups of the Environment and Leisure Committee

EL.07.05.26 Members noted the report and confirmed the appointment of:

- (i) Councillors A. Smith, K. Bedwell and S. Mayhew as members of the Allotment Working Group, and;
- (ii) Councillors A. Smith, K. Bedwell, S. Mayhew and M. McClafferty as members of the Joint Sports Facilities and Cemetery Work Group, and;
- (iii) Councillors A. Smith, B. Reed, D. French, K. Bedwell and M. McClafferty as members of the Climate Emergency Steering Group.

6.5 To request any items for the Strengthening Local Relationships meeting with East Sussex Highways (date to be confirmed)

The Clerk provided an overview for a new councillor explaining the purpose of Strengthening Local Relations (SLR) meetings. Members were invited to submit items for inclusion at the forthcoming meeting with East Sussex Highways, provisionally scheduled for Monday 22nd June 2026.

The following items were proposed for discussion:

- Reported leaking drain on Lewes Road, immediately beyond the Post Office, requiring investigation and repair;
- Traffic congestion occurring where vehicles exit New Road onto Lewes Road, with concerns about safety and queuing;
- Disabled parking bay markings outside Superdrug, which members considered to be insufficiently clear and in need of remarking or enhancement to improve visibility and compliance;
- Concerns regarding the A22 between Blackdown Roundabout and the surrounding areas, including reports of inappropriate vehicular access into ancient woodland, requiring monitoring and enforcement where appropriate; and
- Condition of Budletts Roundabout, where the tarmac surface is reported to be fractured and deteriorating, posing a potential hazard to road users, particularly motorcyclists. A member also referenced a recent serious injury collision at Batts Bridge in highlighting wider safety concerns on similar road infrastructure.

It was also agreed that invitations should be extended to the new County Councillors, Councillor Peter Griffiths (Uckfield South) and Councillor Kelvin Williams (Uckfield North), to encourage their attendance at the meeting.

7.0 ENVIRONMENT

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

The Committee welcomed the new Ranger, who was reported to be settling into the role well. His current focus was on the control of Himalayan balsam and rhododendron/barberry growth at Hempstead Meadows. Members also noted positive comments from the Associate Lecturer at the University of Sussex, regarding the management of the nature reserves.

The Estates Manager provided an update on priority projects for the coming year, including park improvements, ASB issues in Nightingale Wood and West Park, the skate park, and table tennis facilities.

Members received an update on the proposed 3G pitch at Victoria Recreation Ground, with surveys due to take place the following week and planning consultancy commencing next month. Parking and surrounding infrastructure were discussed, with members advised that parking capacity formed part of the wider review. Councillors would have an opportunity to review proposals before submission to the Planning Committee. It was noted that the Football Foundation wished to progress funding arrangements by September.

Suggestions for the skate park included consulting local schools, creating separate areas for younger and older users, and incorporating a pump track and temporary bike track. Members also suggested consulting directly with young people on desired facilities.

The Estates Manager expressed interest in revisiting proposals for a River Walk. Members discussed a historic route identified on a 1888 map linking Hempstead Lane and the old railway line, although concerns remained regarding land ownership, liability, and river levels. It was agreed that Councillors B. Reed, A. Smith, K. Bedwell, C. Macve and D. French would undertake a site visit with the Estates Manager.

Bracken control at West Park Recreation Ground remained ongoing, and the Estates Manager agreed to investigate suitable seed mixes for the area. Members discussed encouraging native species and supporting “Back from the Brink” habitats where possible.

Members noted the success of the community orchard at West Park and encouraged residents to make use of the fruit produced.

At Snatts Road Cemetery, multiple silver birch trees had been removed due to Green Elfcup Fungus. One member also requested care when coppicing in Paygate Wood due to the presence of hibernating dormice.

The Estates Manager reported that play area inspections had identified only four major repairs out of 469 pieces of equipment from the last quarterly inspection. Two bins also required lock adjustments.

Members were advised that an incorrect vehicle specification had previously been supplied and a replacement was being sought. A new tractor and mower had since been received, resulting in improved grass cutting standards.

Councillor K. Bedwell thanked the Estates Team for their continued hard work and high standards.

Finally, a member requested that Oakwood Drive Park be added to the marketing map on the Council website and reviewed in due course.

7.2 To consider Uckfield Bonfire and Carnival Society 200th Anniversary Commemoration Proposal for Elizabeth Gardens

Members welcomed the proposal and recognised the significant contribution the Uckfield Bonfire and Carnival Society had made to the town over its 200-year history.

Whilst Members acknowledged that Elizabeth Gardens was an appropriate location to consider, given its long-standing association with the Society’s annual celebrations and assembly point, several members felt that a commemorative bench alone may not fully reflect the scale and importance of the anniversary.

Suggestions raised during discussion included exploring whether the commemoration could form part of a larger community legacy project, such as contributing towards wider town initiatives and community recreation. Ideas for thought included the proposed skate park, beacon lighting, future improvements linked to the River Walk extension, outdoor chess, draughts and backgammon tables, and possibly table tennis facilities at Victoria Pleasure Ground.

Members agreed that there was merit in encouraging the Society to think more broadly and ambitiously about how the anniversary could be commemorated, whilst still retaining a connection to Elizabeth Gardens, if appropriate.

It was noted that the anniversary will not take place until 2027, allowing approximately eighteen months for further consideration, development of ideas, and engagement with the Town Council to ensure that any proposal is meaningful, sustainable, and reflective of the Society's importance to the town.

Members therefore agreed that officers should invite the Uckfield Bonfire and Carnival Society to develop and submit more detailed proposals for consideration at a future meeting. Members also indicated that they would be happy to meet with representatives of the Society to discuss ideas and potential options further.

EL.08.05.26 Members **RESOLVED** to agree to:

- (i) note and welcome the Uckfield Bonfire and Carnival Society's 200th Anniversary Commemoration proposal and acknowledge the Society's significant contribution to the town over its 200-year history, and;
- (ii) invite the Uckfield Bonfire and Carnival Society to further develop and submit more detailed proposals for consideration at a future meeting, with members welcoming the opportunity to meet collaboratively with representatives of the Society to support the development of a meaningful and lasting commemoration.

7.3 To review the impact of illegal Off-Road motorised vehicle activity and anti-social behaviour in our Local Nature Reserves and ancient woodlands

Members discussed ongoing anti-social behaviour involving off-road motorised vehicles, fires, informal bike trails, and damage within Budletts Common, Hempstead Meadows and Nightingale Wood.

Councillor J. Love reported recording an incident of illegal off-road vehicle activity, which had been shared with Sussex Police. Members noted that an abandoned motorbike had recently been recovered from Hempstead Meadows and discussed mixed public reaction on social media regarding recreational provision for young people.

Concern was raised regarding environmental damage and disturbance within Nightingale Wood, including fires, digging, damage to vegetation, and inappropriate use of the woodland area.

Members agreed on the importance of improving the protection and management of local woodlands and acknowledged the Town Council's role in supporting conservation efforts. Suggestions included engagement with local schools, a potential consultation with young people, investigation into a Neighbourhood Watch-style scheme for woodland areas, and consideration of measures to restrict access to Nightingale Wood.

It was proposed that members undertake a site visit to Nightingale Wood to assess the damage and inform the development of a future Management Plan.

The Chair requested that Ancient Woodland Standing Advice be included within a future committee report to highlight the importance of protecting these sensitive environments.

EL.09.05.26 Members **RESOLVED** to agree to:

- (i) undertake a site visit to Nightingale Wood to assess the reported damage and to create a future Management Plan for this area, and;

(ii) request the Clerk investigate the potential establishment of a Neighbourhood Watch scheme style scheme covering local woodland areas.

8.0 LEISURE

Nothing to report.

9.0 REPORTS FROM WORKING GROUPS

Nothing to report.

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 Councillor B. Reed who wished to add that this group had met for a meeting on the Wednesday beforehand, although it was too late to submit a report.

It was noted that £2,500 has been awarded for the installation of wildlife boxes under the "Wilder Uckfield" initiative. The Estates Manager advised that remotely operated wildlife cameras could be used in place of live monitoring, and confirmed that installation would require careful mapping and ongoing monitoring.

Members discussed the need to manage spending pace to allow budgets to be brought up to date, and acknowledged potential wildlife boxes from the Men's Shed via Wealden District Council funding. Concerns were raised regarding the scale of installations, with agreement that numbers should be reviewed to ensure they are managed to resources.

Alternative approaches, including selling the bird boxes or using them as raffle prizes at the Weald on Field event, were suggested.

EL.10.05.26 Members **RESOLVED** to agree for the Chair and Estates Manager to meet with the Men's Shed to develop an action plan, aimed at minimising disruption to routine operations, with winter identified as a suitable period for installation due to reduced maintenance activity.

10.3 Local Nature Reserve Supporters Group

Nothing to report at this time.

10.4 Luxford Centre Management Committee

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

10.5 Uckfield Railway Line Parishes Committee

Nothing to report at this time.

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

Members agreed to suspend Standing Orders to allow Councillor P. Selby to speak in relation to parking issues in Mill Drove.

Councillor Peter Selby raised concerns about long-term parking in Mill Drove, noting that several vehicles, including three opposite his residence, appeared to be parked continuously despite double yellow line restrictions. He expressed concern that this could present a safety issue.

Members noted the concerns with parking enforcement in Uckfield and that Police had indicated it was not a priority. Further concerns were raised about misuse of disabled bays and the Church Street layby, affecting resident access.

Discussion took place on potential future changes under a unitary authority and the possibility of paid parking in the town, although Members expressed support for maintaining free parking to protect potential impacts on local businesses.

EL.11.05.26 It was **RESOLVED** that the Clerk write to the local MP seeking clarification on future enforcement responsibility and referencing recent government announcements regarding local powers to keep pavements clear.

Members agreed to re-instate Standing Orders.

12.0 CONFIDENTIAL BUSINESS

EL.12.05.26 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 and updates and giving thanks to the Marketing and Community Engagement Officer.

The meeting finished at 8:47 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	<p>The design for finger post signage has been agreed by members and will shortly be ordered for outside of the Civic Centre.</p> <p>Enquiries have been made by the Town Council with ES Highways regarding improvements to signage on the A22 and within town, to key sites/facilities of interest.</p> <p>The Marketing and Engagement Officer and Senior Administrative Officer are exploring improvements to the Town Guide, and map of the town.</p>
<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.

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 RESOLVED 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 & Leisure meeting on 2nd March 2026, members agreed:</p> <ul style="list-style-type: none"> * To temporarily fence off access to parts of Boothland Wood to enable Redrow developers to complete necessary works and soil removal, and; NFA. * to liaise with ES ROW and seek their advice, and; NFA * to share key information with the local community via social media and in the Voice pages of Uckfield Matters, and; NFA * to approach Redrow to determine the next steps to protect this ancient woodland, and; (in progress) * 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. NFA.
<u>EL20.09.25</u>	<p><u>To receive a progress update on water ingress into Ridgewood Village Hall</u> Members RESOLVED 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>Initial works have been completed whilst exploring options for the remainder of the car park works.</p> <p>The next stage of works would be advertised on the UK Government procurement portal - 'Find a Tender.'</p>
<u>EL53.04.26</u>	<p><u>Memorial Policy Review</u> Members RESOLVED to agree to: (i) reconvene the working group to review the X & Y-sections and develop any proposals, and; (ii) engage with the relevant stakeholders, including Deed holders and funeral directors, and; (iii) explore options for maintaining consistency whilst allowing for flexibility around edging and memorial styles.</p>	13.04.26	RN	In progress.

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

Outstanding new initiatives

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

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

Project Name	Conservation and wildlife monitoring (longer-term project)		Project Number	91
<u>FC.90.01.25</u>	£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.	

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

Projects in 2026/27 Budget – New Initiatives

Project Name	Football Renovations		Project Number	92
<u>FC.86.01.26</u>	£12,000	12.01.26	Initial overseeding and fertilising have been completed, 18g per sq M. football foundation grant received to aid in renovations	
Project Name	Harlands Pond Management Plan Works		Project Number	93
<u>FC.86.01.26</u>	£500	12.01.26		
Project Name	Fencing for Boothland Wood		Project Number	94
<u>FC.86.01.26</u>	£10,000	12.01.26	The second part of phase one is due to start in July 2026	
Project Name	Fencing for Paygate Wood		Project Number	95
<u>FC.86.01.26</u>	£1,500	12.01.26	To be carried out autumn	
Project Name	Bracken roller		Project Number	96
<u>FC.86.01.26</u>	£1,000	12.01.26	Due to be purchased	
Project Name	Programme for handling Himalayan Balsam		Project Number	97
<u>FC.86.01.26</u>	£2,500	12.01.26	This is ongoing with a focus on preventing growth.	

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

Project Name	Double Bins		Project Number
<u>FC.86.01.26</u>	£2,000	12.01.26	98
Due to be considered in Autumn			

Project Name	New Flatbed Lease		Project Number
<u>FC.86.01.26</u>	£3,500	12.01.26	99
Awaiting prices from new supplier			

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	REPORT LEAD
6 JULY 2026	To note draft SLR Mins from meeting held on 22 June 2026	SA Officer
	To consider procurement of ISUZU D-Max 2.2 Single Cab Tipper Vehicle	Estates Mgr
	To consider opportunities arising from the CYA Entry Questionnaire, including Green Flag award scheme and Corporate Membership of the NCF	SA Officer
	To consider temporary Pump Track Hire and Consultation on Victoria Skate Park Improvements	Estates Mgr
	To note an update from the Climate Emergency Steering Group	SA Officer
	To note an update from the Luxford Centre Management Committee	SA Officer
	To note an update from Uckfield Railway Line Parishes Committee	SA Officer
CONFIDENTIAL	Marketing report	
DATE OF MEETING	DESCRIPTION OF AGENDA ITEM/REPORT	REPORT LEAD
1 SEPT 2026	To review and update the memorial policy and confirm consecration details of the Y section at Snatts Road Cemetery	SA Officer

ENVIRONMENT & LEISURE COMMITTEE FORWARD PLAN – 2026

	To note an update from the Allotment Working Group	SA Officer
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Meeting of the Environment & Leisure Committee

Monday 6 July 2026

Agenda Item 5.2

To consider the procurement of the ISUZU D-Max 2.2 Single Cab Tipper Vehicle

1.0 Overview

To consider quotations received for the procurement of a new ISUZU D-Max 2.2 Utility 4x4 Single Cab with tipper body conversion and to seek approval to proceed with the purchase.

2.0 Background

2.1 This matter was originally intended to be included as an update within the Estates Report. However, quotations have now been received for the supply and conversion of a replacement operational vehicle, and it is considered appropriate to present the proposal as a standalone report for Members' consideration.

2.2 The proposed vehicle will support the Council's Grounds and Estates operations, including the transport of equipment and materials, green waste removal, grounds maintenance, and other operational duties. The replacement vehicle has been specified to improve operational efficiency, reliability and safety while providing increased versatility for day-to-day tasks.

2.3 Quotations have been received from Crawfords ISUZU for the supply of a new ISUZU D-Max 2.2 Utility 4x4 Single Cab and from the approved coachbuilder for the manufacture and installation of a bespoke aluminium tipper body with high mesh sides.

Copies of the quotations are attached as Appendices to this report.

3.0 Financial Implications

3.1 The quotation for the ISUZU D-Max vehicle is summarised below:

Description	Amount
ISUZU D-Max 2.2 Utility 4x4 Single Cab	£32,380.00
Accessories and vehicle equipment	£8,624.70
Delivery	£700.00
Road Fund Licence	£360.00
Registration Fee	£55.00
Total (including VAT)	£50,460.63

3.2 The accessories included within the quotation comprise:

- Tipper body conversion.
- High-side mesh cage with rear tipping configuration.
- Heavy-duty towbar with 13-pin electrics.
- Amber grille warning light.
- Rubber front floor mats.

3.3 The coachbuilder's quotation includes:

- Aluminium tipper body.
- Heavy-duty hydraulic tipping gear.
- Fixed mesh cage sides with alloy lower panels.
- Aluminium tailgate with mesh barn doors.
- Recessed load restraint points.
- Steel headboard with mesh upper section.
- DVSA-compliant lighting.

The quoted cost for the tipper body conversion is **£7,500.00** (£9,000.00 including VAT).

Optional extras, which have **not** been included in the recommended purchase, are:

- Galvanised steelwork – £700.00 (£840.00 including VAT).
- Detachable aluminium loading ramps – £900.00 (£1,080.00 including VAT).

4.0 Vehicle Specification

4.1 The proposed vehicle specification includes:

- ISUZU D-Max 2.2 Utility 4x4 Single Cab.
- Six-speed manual gearbox.
- Selectable four-wheel drive with differential lock.
- Splash White finish.
- One-way rear tipping aluminium body.
- Fixed high mesh cage sides.
- Rear mesh barn doors.
- Heavy-duty towbar with towing electrics.
- Amber warning light.
- Rubber floor mats.

Council fleet livery and any additional operational equipment will be fitted before entering service.

5.0 Preferred Option

5.1 The ISUZU D-Max 2.2 Utility Single Cab with bespoke tipper conversion is considered the preferred option as it provides a robust and practical vehicle suitable for the Council's operational requirements.

5.2 The vehicle has been specified to maximise payload capacity, improve operational efficiency and provide a purpose-built solution for transporting green waste, equipment and materials. The bespoke tipper conversion will also improve the efficiency of loading and unloading operations.

6.0 Risk Implications

- Delaying procurement may lead to increased maintenance costs and reduced reliability of the existing fleet.
- Extended manufacturing and coachbuilding lead times may delay delivery if approval is postponed.
- Failure of existing vehicles could impact the Council's ability to deliver grounds maintenance and Estates services effectively.

7.0 Environmental Considerations

7.1 The proposed replacement vehicle will provide improved fuel efficiency and lower emissions compared with an ageing vehicle. Whilst diesel remains the most practical fuel option for the operational requirements of towing, payload and off-road capability, the Council will continue to review emerging lower-emission alternatives as part of future fleet replacement programmes.

8.0 Recommendations

8.1 Members are asked to:

(i) Note the contents of the report, and;

(ii) Note the quotations attached as **Appendix A** (Vehicle Supply) and **Appendix B** (Tipper Body Conversion), and **Appendix C** (Hire Purchase);

(iii) Approve the procurement of an ISUZU D-Max 2.2 Utility 4x4 Single Cab with bespoke tipper body conversion at a total cost of **£50,460.63 including VAT**, subject to the approved budget.

Contact Officer:

Thomas Woollard

Customer Quotation

Date: 27 06 2026
Customer Tom Wollard / Uckfield Town Council



New	26MY 2.2 Isuzu D-Max		
Model	Utility 4x4 Single Cab Manual w/Diff Lock	£	32,380.00
Colour	527 - Splash White	£	-
Total Accessories		£	8,624.70
Delivery		£	700.00
Deductions		£	-
Sub Total		£	41,704.70
VAT @ 20%		£	8,340.94
Road Fund Licence		£	360.00
Reg Fee		£	55.00
Part Exchange (Net)		£	-
VAT @ 20%		£	-
Part Exchange Total		£	-
Settlement		£	-
Balance to Pay (Net)		£	42,119.70
VAT 20%		£	8,340.94
Total to Pay Inc VAT		£	50,460.63

Summary of Accessories included

Heavy Duty Towbar 4x4 - 13 Pin Towing Electrics - Adaptor 13 Pin to 7 Pin	£	773.55
0		
0		
0		
0		
0		
0		
0		
0		
Rubber Floor Mats: Front	£	56.14
Amber light Flash / Grill	£	295.00
Tipper Conversion / High Side Mesh / Only Rear Tip	£	7,500.00

Quotations valid for 14 days - All quotations are subject to terms & conditions

**For more information please contact Mat Commons on
 07712 306832 or mat.commonscrawfordsgroup.co.uk**



Unit 5
Curtis Farm
Green Lane
Rusper
RH12 4PP

01444 831111
www.southernvehiclebodies.co.uk
sales@svbltd.uk

SOUTHERN VEHICLE BODIES

QUOTE

Attention:
R W Crawford

Date
30 June 2026

Quote Number
Q003076/1

Job Number

Isuzu D-Max

cage tipper body
Fixed mesh sides with alloy in fill at the bottom
Tailgate and mesh barn doors
No roof

Tasks

Amount

Base/Under Frame
Welded steel box section base frame bracketed to chassis as per manufacturer recommendations.

Tipping Frame
Steel tipping frame with bearers approx. every 400mm

Tipping Gear
Heavy duty tipping gear with wander lead in cab
Grease points on all moving parts

Floor:
aluminum interlocking floor capped with aluminum side rave. recessed
lashing points mounted to the bed

Headboard:
Steel frame headboard
Lower section of head board made of steel sheet
Mesh above

Sides:
Fixed Sides
Steel 30 x 30 box frame with mesh infill, above a lower alloy panel.

Doors/Tailgate
Aluminum tailgate with mesh barn doors above
Secured with bar gear
Wire door tie backs

Mudguards
Thermoplastic mudguards

Electrical.
Lights to meet DVSA regulation

Subtotal	7,500.00
VAT (20%)	1,500.00
Total	9,000.00

Optional Extras	Amount
Galvanising - Option	700.00
All steel work galvanised	VAT 140.00
	Total 840.00
Ramp:	900.00
detachable aluminum ramps with hook on the back of the tipper	VAT 180.00
	Total 1,080.00

ON ACCEPTANCE OF QUOTE, YOU WILL BE ISSUED A DEPOSIT INVOICE, TO BE SETTLED BEFORE COMMENCEMENT OF BUILD

DUE TO THE TURBULENT NATURE OF FABRICATION MATERIAL MARKETS, PARTICULARLY TIMBER, STEEL AND ALUMINIUM, WE ARE NOT ABLE TO CONTROL ANY RESULTING INCREASES IN PRICES OR LEAD TIMES.
WE WILL, OF COURSE, DO EVERYTHING THAT WE CAN TO KEEP YOU INFORMED OF ANY SUCH IMPACTS.

This Quotation has been provided by

Uckfield Town Council

R W CRAWFORD AGRICULTURAL MACHINERY LT
NEWBRIDGE ROAD
BILLINGSHURST WEST SUSSEX
RH14 9HZ

£10,000 DEPOSIT

Tel: 01403 330030
Fax: 01217 410878
Date of Issue: 30/06/2026

Product: **Hire Purchase**

Date of Registration: 06/2026

Quotation Number: **46858/0626/HP/53181300**

Description of Goods: ISUZU D-MAX DIESEL 1.9 Utility Single Cab 4x4 (Rear Diff Lock)

We are providing this quotation for you in respect of a Hire Purchase agreement. This quotation is NOT AN OFFER OF CREDIT, and is valid for 14 days only from the Date of Issue shown above and is exclusively related to the goods specified. Credit is subject to status and is only available to UK residents aged 18 and over.

Total Cash Price of Goods	Goods	£ 50,460.63
Deduct Total Deposit Paid		£ 10,000.00
Amount of Credit		£ 40,460.63
Add - Hire Purchase Charges	£ 9,401.97	
- Purchase Fee	£ 10.00	
Total Charge for Credit		£ 9,411.97
Repayment Balance		£ 49,872.60
Total Amount Payable		£ 59,872.60
ANNUAL PERCENTAGE RATE		8.9 %

The Repayment Balance shown is payable as follows:

	Goods Schedule	Purchase Fee	Aggregate Instalments
1 repayment 1 month(s) after the date of the Agreement in the sum of	£ 831.21		£ 831.21
58 repayment(s) at 1 monthly intervals starting 1 month(s) thereafter each of	£ 831.21		£ 831.21
1 repayment 60 months after the date of the Agreement (the Final Repayment of)	£ 821.21	£ 10.00	£ 831.21

BE SURE YOU CAN AFFORD THE REPAYMENTS BEFORE ENTERING INTO A CREDIT AGREEMENT



This Quotation has been provided by

Uckfield Town Council

R W CRAWFORD AGRICULTURAL MACHINERY LT
NEWBRIDGE ROAD
BILLINGSHURST WEST SUSSEX
RH14 9HZ

£ 20,000 DEPOSIT

Tel: 01403 330030
Fax: 01217 410878
Date of Issue: 30/06/2026

Product: **Hire Purchase**

Date of Registration: 06/2026

Quotation Number: **41440/0626/HP/53181300**

Description of Goods: ISUZU D-MAX DIESEL 1.9 Utility Single Cab 4x4 (Rear Diff Lock)

We are providing this quotation for you in respect of a Hire Purchase agreement. This quotation is NOT AN OFFER OF CREDIT, and is valid for 14 days only from the Date of Issue shown above and is exclusively related to the goods specified. Credit is subject to status and is only available to UK residents aged 18 and over.

Total Cash Price of Goods	Goods	£ 50,460.63
Deduct Total Deposit Paid		£ 20,000.00
Amount of Credit		£ 30,460.63
Add - Hire Purchase Charges	£ 7,075.57	
- Purchase Fee	£ 10.00	
Total Charge for Credit		£ 7,085.57
Repayment Balance		£ 37,546.20
Total Amount Payable		£ 57,546.20
ANNUAL PERCENTAGE RATE		8.9 %

The Repayment Balance shown is payable as follows:

	Goods Schedule	Purchase Fee	Aggregate Instalments
1 repayment 1 month(s) after the date of the Agreement in the sum of	£ 625.77		£ 625.77
58 repayment(s) at 1 monthly intervals starting 1 month(s) thereafter each of	£ 625.77		£ 625.77
1 repayment 60 months after the date of the Agreement (the Final Repayment of)	£ 615.77	£ 10.00	£ 625.77

BE SURE YOU CAN AFFORD THE REPAYMENTS BEFORE ENTERING INTO A CREDIT AGREEMENT



UCKFIELD TOWN COUNCIL



Minutes of the meeting of the Strengthening Local Relationships (SLR) Liaison Meeting
Ashdown Room, Civic Centre on Monday 22th June 2026 at 10am

PRESENT: Cllr. Kelvin Williams East Sussex County Council
Cllr. Karen Bedwell Uckfield Town Council
Alex Benham-Wood Stakeholder & Engagement Manager
Judy Deane Stakeholder Liaison Officer
Jo Reed Traffic & Safety Mgr (ESCC)
Phil Read Highway Steward (ES Highways)

IN ATTENDANCE:

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

1.0 APOLOGIES

The Chair welcomed newly elected East Sussex County Councillor Kelvin Williams (Uckfield North) to the SLR process.

An apology had been received from Councillor Peter Griffiths (East Sussex County Council) due to a clash with a County Council meeting, but he would like to be included in future meeting invitations.

2.0 APPROVE MINUTES FROM THE LAST MEETING

The minutes of the last SLR meeting held on the 15th January 2026 be taken as read, and confirmed as a correct record.

3.0 WELCOME TO UCKFIELD SIGN – REINSTATEMENT OF 'WELCOME TO UCKFIELD' SIGN, RIDGEWOOD

Design work for the replacement "Welcome to Uckfield" sign at Ridgewood had now been completed, and the scheme was approaching the stage of being issued to contractors for quotation. The Traffic & Safety Manager advised that works to install the replacement signs were scheduled to commence on Wednesday this week.

It was noted that reinstatement of the sign would be welcomed by local residents and could provide a positive opportunity for public communications once installed.

4.0 LEWES ROAD – LEAKING DRAIN NEAR POST OFFICE

A leaking drain had been reported on Lewes Road, immediately beyond the Post Office, requiring investigation and repair.

East Sussex Highways had attended the reported drainage issue on 17th June, and the drains had been jetted and were reported to be running freely.

However, Councillor Bedwell had referred to a recent social media post by a resident who had spoken with operatives on site and had been informed that further investigation using CCTV equipment might be required due to a blockage beneath the carriageway.

The Stakeholder Liaison Officer undertook to investigate the apparent discrepancy between the site information and the report received from the drainage team, and explained that any defects identified during inspections would normally be recorded as observations for future monitoring.

5.0 TRAFFIC CONGESTION NEW ROAD TO LEWES ROAD

Traffic congestion was occurring where vehicles exit New Road onto Lewes Road, with concerns about safety and queuing.

Particular concern was expressed regarding the cumulative impact of existing and proposed developments, including Eastbourne Road, Horsted Pond Farm, Nine Oaks and other allocations within the Local Plan. Councillor Bedwell expressed her overriding concern that traffic levels were expected to increase significantly in the coming years.

Concerns raised included:

- Increased traffic using New Road as a cut-through route.
- Construction traffic accessing development sites.
- Safety issues associated with the narrow pavement, bus stop and existing traffic-calming measures.
- The proximity of Ridgewood Village Hall and the high volume of pedestrian activity.
- Potential future impacts arising from the future of further developments and associated car parking provision.

Members agreed that a separate meeting involving Transport Development Planning, bus operators and local representatives would be beneficial in order to review the wider strategic issues affecting New Road and Lewes Road.

The Traffic and Safety Manager proposed to investigate arranging a further meeting with the relevant parties.

6.0 DISABLED PARKING BAY MARKINGS OPPOSITE SUPERDRUG STORE

Members reiterated concerns regarding the visibility of disabled parking bay markings outside Superdrug.

The Highway Steward advised that the markings had been assessed and did not currently meet intervention criteria for repair. However, the location had been recorded as an observation and added to the programme of future road marking works when lining crews were next working in the area.

7.0 A22 / ANCIENT WOODLAND ACCESS CONCERNS

It was noted that motorised vehicles had been witnessed accessing restricted footpaths and environmentally sensitive sites, with potential impacts on habitats and public rights of way. Sussex Police had been made aware of the issue, and an update from the relevant authorities was awaited regarding any monitoring, enforcement, or preventative measures being undertaken.

It was acknowledged that these incidents largely occurred away from the public highway and were therefore primarily matters for Sussex Police and landowners. No specific highway measures were identified at this stage.

8.0 CONDITION OF BUDLETTS ROUNDABOUT

A concern had been raised regarding the condition of the carriageway surface at Budletts Roundabout and reports of damage to signage at both Budletts and Blackdown Roundabouts.

The Highway Steward confirmed that the site had been inspected and that no defects currently met intervention criteria for repair.

The Traffic & Safety Manager advised that collision data was reviewed annually and that the location was not currently identified as a priority site requiring intervention. However, the condition of the roundabout would continue to be monitored through routine inspections.

9.0 HIGH STREET PAVING REPLACEMENT OUTSIDE GREGGS FOOD OUTLET

Members referred to previous concerns regarding paving slabs outside Greggs which had reportedly been replaced by a utility company using different materials.

The Highway Steward advised that the replacement slabs did not constitute a defect and that no breach of specification had been identified. It was noted that replacement materials could appear different in colour from existing paving, particularly where sourced at different times, and were not concrete.

No further action was proposed.

10.0 REQUEST FOR A FILTER LIGHT INSTALLATION FOR TRAFFIC LIGHTS OUTSIDE BOOTS OUTLET

Members considered a request for a dedicated filter light for vehicles turning left at the traffic signals outside Boots.

Officers advised that introducing an additional signal stage would be likely to increase overall junction delays and congestion rather than improve traffic flow.

It was noted that any alteration to the signal operation would require detailed assessment by the Traffic Signals Team.

Members also discussed highway improvements associated with nearby development schemes and requested that any relevant signal changes already proposed be reviewed and circulated.

11.0 VEGETATION OBSCURING ROAD SIGNS

A member of the Environment and Leisure committee had reiterated concerns regarding vegetation obscuring road signs across the area.

Officers explained that East Sussex Highways relied heavily on reports submitted through the online reporting system to identify specific locations requiring attention. Given the extent of the highway network, precise locations were needed before inspections could be arranged. One sign was reported at the meeting between Copwood Roundabout and Rocks Road Bridge, and a photograph of the sign provided.

The Traffic & Safety Manager advised that safety-critical signs, such as warning signs and regulatory signs, were prioritised where visibility was compromised. There was no statutory distance in terms of monitoring.

Members were informed of a recently introduced East Sussex Highways Information Hub, which allows users to view reported highway issues and track the progress of repairs and inspections.

The Stakeholder Liaison Officer agreed to provide details of the Information Hub so that links could be shared through Uckfield Town Council's website and social media channels.

Members welcomed the new system and agreed it would assist residents in monitoring reported issues.

12.0 ONGOING VISIBILITY HAZARDS EXITING BATCHELOR WAY AND THE MEADS SURGERY

Members considered concerns raised by a resident at the Annual Statutory Town Meeting regarding overgrown vegetation affecting visibility and accessibility along the pathway between Batchelor Way and Meads Surgery.

It was noted that the route was regularly used by elderly residents and those accessing medical appointments.

Councillor Bedwell reminded members that any vegetation management should be undertaken with due regard to nesting birds and dormouse habitats known to exist within the corridor.

Members agreed that any specific locations requiring attention should continue to be reported through the appropriate channels.

13.0 ANY OTHER BUSINESS

Mockbeggar Development Bus Stop Safety Hazard:

A concern was raised regarding the bus stop serving the Mockbeggar development, which was considered to be a potential safety hazard. It was advised that this matter falls outside the remit of East Sussex Highways (ESH) and should instead be referred to the Transport Development Planning Team (TDC) for investigation and necessary action. The Town Council also had input into the original location of the bus stop, so they should be consulted as part of any review or potential reassessment of its siting.

Vegetation Issues:

Concerns were raised regarding overgrown vegetation at the top end of Harcourt Road, which was reported to be becoming untidy and in need of attention. A further vegetation issue was highlighted outside Mallard Drive on Kingfisher Close, where growth was also affecting the appearance of the area.

Browns Lane Road Condition:

The condition of the carriageway just past Tesco Express on Browns Lane was raised. Members noted that the road surface is beginning to deteriorate, which may be attributable to the volume of heavy traffic using the route. The issue was noted for further investigation.

Fernley Park Carriageway Deterioration:

Members discussed the deteriorating carriageway surface on the approach to the roundabout at Fernley Park from the Cisley Farm direction. Concerns were expressed regarding the impact of fast-moving traffic and heavy vehicles on the condition of the road. The Highway Steward confirmed that individual defects had previously been reported; however, no remedial action had yet been undertaken. The Stakeholder Liaison Officer agreed to raise the matter again with the

appropriate team and would also investigate whether any conditions attached to the local planning application placed restrictions on HGV movements in the area.

Positive Communications and Public Engagement:

The discussion focused on improving how information about local highways work in Uckfield was communicated to residents. Councillor K. Bedwell argued that more emphasis should be placed on sharing positive updates, such as completed works and successful outcomes via social media, rather than only highlighting problems. The aim was to improve public perception, reduce misinformation, and help protect staff morale.

Representatives from East Sussex Highways agreed in principle but pointed out that even positive updates can attract criticism. They also highlighted operational pressures, including a small number of highway stewards (around fourteen covering the county) and a high workload. One steward reportedly handles about forty visits per day, with roughly sixty per cent being repeat visits for issues already reported.

Councillor Bedwell suggested that this workload information should be made more widely public to help residents understand service constraints and discourage repeated reporting of the same issues. A proposal was also made to consider a communications initiative or pilot scheme in Uckfield to better publicise completed works, ongoing maintenance, and overall service pressures.

14.0 DATE AND TIME OF NEXT MEETING

The date of the next Strengthening Local Relationships Meeting would be arranged in due course.

The meeting closed at 11.15am

Meeting of the Environment & Leisure Committee

Monday 6 July 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 of the Council's Estates.

Victoria Pleasure Ground and skatepark

The drainage issues at the skatepark have been investigated, and a report has been submitted for a quotation for remedial works.

Contact has been made with Contractors with a view to upgrading the skate park layout and facilities. The two companies that have been contacted have both carried out work locally and recently. These works will include an extension/addition to the current skate park, along with a pump (Bike)Track. Awaiting dates for site visits.

This Play facility is the next provision to be upgraded.

Hempstead Lane Play Area and Hempstead Meadows LNR

No updates to report.

West Park Recreation Ground and West Park LNR

Bracken control is ongoing, although a lot has been removed.

A celebration of life was held for Geoff Pollard, one of our Rangers who would always be remembered with respect and fondness.

Community Orchards

No updates to report.

Snatts Road Cemetery

No updates to report.

Elizabeth Gardens

Nothing to report.

Hughes Way play area

Nothing to report.

Luxford field and play area

The criminal damage to the play area – swings seats have been replaced

Boothland Wood

Additional fencing has been rescheduled due to requirement to access via the development site.

Equipment & Vehicles

The order had been placed for the new flatbed type vehicle from Toyota, but unfortunately, we were advised that they were unable to supply this vehicle, and it was sold incorrectly. We needed a chassis cab for the coachworks conversion, but

they had quoted us for a platform vehicle instead. We have now received quotations to be considered, submitted from another supplier (see agenda item 5.2).

Street Furniture & Lighting

Nothing to report.

Harlands Pond

Nothing to report.

Selby Meadows

Nothing to report.

Nightingale Wood

The Ranger has been out to assess the damage to aid in the future creation of the Woodland Management Plan. Fencing is due to be installed shortly, along the pathway to restrict access into the lower section of the woodland.

2.0 Recommendations

2.1 Members are asked to note the report.

Contact Officer: Thomas Woollard

Meeting of the Environment & Leisure Committee

Monday 6 July 2026

Agenda Item 7.2

TO CONSIDER OPPORTUNITIES ARISING FROM THE CYA ENTRY QUESTIONNAIRE: GREEN FLAG AWARD SCHEME AND NATIONAL FEDERATION OF CEMETERY FRIENDS

1.0 Overview

- 1.1 As part of the Council's ongoing work to improve its burial grounds, an entry was recently submitted to the Cemetery of the Year Awards (CYA) Entry Questionnaire: Parish, Town & Community Council Burial Grounds (Appendix A). The Council achieved a score of 43 out of 50 and is currently awaiting the final assessment results.

Whilst the score reflects many areas of good practice, the process has also highlighted opportunities for further enhancement, external recognition and community engagement. Two opportunities identified through the assessment process are participation in the Green Flag Award Scheme and membership of the National Federation of Cemetery Friends (NFCF).

2.0 Green Flag Award Scheme

- 2.1 The Green Flag Award is the international quality mark for parks and green spaces and is recognised as the benchmark standard for the management of publicly accessible open spaces throughout the United Kingdom and internationally.

Managed by Keep Britain Tidy, the scheme recognises sites that are welcoming, safe, well-maintained and sustainably managed. Cemeteries and burial grounds are eligible for accreditation, and a growing number of local authorities and cemetery trusts have successfully achieved Green Flag status for their burial grounds.

- 2.2 The Green Flag Award criteria align closely with many of the themes assessed through the CYA Entry Questionnaire, including:

- A welcoming place;
- Health, safety and security;
- Cleanliness and maintenance;
- Environmental management;
- Conservation of heritage and landscape;
- Community involvement;
- Marketing and communication; and
- Effective management planning.

- 2.3 Applications are assessed annually through a review of management documentation and a site inspection by trained judges. Successful sites receive detailed feedback and national recognition of the standards achieved.

- 2.4 Participation in the scheme would provide an independent assessment of the quality of the Council's burial grounds and could support future improvements, community engagement initiatives and funding opportunities.
- 2.5 **Costs and Resource Implications – Green Flag Award**
The Green Flag Award operates on a fee-paying basis. Fees vary according to the type and number of sites entered and are not published nationally. Should Members wish to explore participation further, officers would obtain a formal quotation from the scheme administrators together with details of the application requirements.
- 2.6 In addition to application fees, officer time would be required to review management documentation, gather evidence and coordinate assessment visits.
- 3.0 **National Federation of Cemetery Friends (NFCF)**
- 3.1 The National Federation of Cemetery Friends was established in 1986 by volunteer groups concerned about the decline in the care of historic cemeteries and churchyards. What began as a small network of seven cemetery groups meeting at Highgate Cemetery has grown into a national organisation with around 140 members across the UK.
- 3.2 Today, Cemetery Friends groups help to conserve and promote burial grounds by supporting biodiversity, preserving local heritage, researching cemetery history, organising guided walks and educational visits, and encouraging greater community involvement. Many groups also work with schools, local history societies and conservation organisations to help people better understand and appreciate these important local assets.
- 3.3 The Federation acts as an umbrella organisation for Cemetery Friends groups, providing advice, support, resources and opportunities to share knowledge and best practice. It also represents members nationally through its involvement with the Government's Burial and Cremation Advisory Group.
- 3.4 For councils interested in developing community involvement within their cemeteries, the Federation provides guidance on establishing and supporting local Cemetery Friends groups and offers practical resources, including its handbook 'Saving Cemeteries'.
- 3.5 **Costs and Benefits – NFCF Membership**
Membership is open to individuals, groups and organisations. Local councils are eligible for Corporate Membership, which currently costs £10 per year.

Membership benefits include:

- Access to newsletters, guidance and advice;
- Networking opportunities with cemetery managers and volunteer groups;
- Participation in National Cemeteries Week;
- Access to best practice resources;
- Attendance and voting rights at the Federation's Annual General Meeting;
- Support in establishing a local Cemetery Friends group.

- 3.6 Members of the Federation's Community Interest Company are also asked to provide a nominal guarantee of £1 in the unlikely event of the company's financial collapse.
- 3.7 Given the low cost of membership and the potential benefits for heritage, biodiversity, volunteering and community engagement, joining the Federation may represent a valuable opportunity for the Council.

4.0 Conclusion

- 4.1 The Council's strong performance in the CYA Entry Questionnaire demonstrates that many aspects of its burial ground management are already operating to a high standard.
- 4.2 Both the Green Flag Award Scheme and membership of the National Federation of Cemetery Friends provide opportunities to build upon this success. Whilst the Green Flag Award offers external recognition and a framework for continual improvement, membership of the NCF would provide access to specialist advice, networking opportunities and support for developing greater community involvement within the Council's burial grounds.
- 4.3 Members are therefore invited to consider whether these opportunities should be pursued.

5.0 Recommendation

- 5.1 Members are invited to:
- (i) Note the Council's submission to the CYA Entry Questionnaire and the provisional score of 43/50, and;
 - (ii) Consider whether the Council should apply for Corporate Membership of the National Federation of Cemetery Friends, and;
 - (iii) Consider whether there may be merit in exploring the establishment of a local Cemetery Friends group to support the continued enhancement of the Council's burial grounds, and;
 - (iv) Consider whether officers should obtain further information and costings relating to participation in the Green Flag Award Scheme, and;
 - (v) Consider whether a future application for Green Flag Award accreditation for the Council's burial grounds would support the Council's objectives relating to quality, heritage, biodiversity and community engagement.

Contact Officer: Rachel Newton

Meeting of the Environment & Leisure Committee

Monday 6 July 2026

Agenda Item 8.1

To consider temporary Pump Track Hire and Consultation on Victoria Skate Park Improvements

1.0 Purpose

- 1.1 To seek approval to hire a temporary pump track during the October 2026 half-term holiday and use the event to consult residents on the proposed improvements to Victoria Skate Park.

2.0 Background

- 2.1 The Council is planning improvements to Victoria Skate Park as part of its ongoing investment in parks and recreational facilities.
- 2.2 Before the final design is agreed, it is important to gather feedback from skate park users, local residents and other stakeholders to ensure the project meets community needs.

3.0 Proposal

- 3.1 It is proposed that a temporary pump track be installed at Victoria Park for one week during the October half-term.
- 3.2 The pump track will provide a free activity for bicycles, scooters and skateboards, encouraging participation from children and young people while attracting visitors to the park.
- 3.3 The event will also provide an opportunity to undertake consultation on the skate park improvements through:
 - Display boards showing the proposed designs.
 - Consultation questionnaires.
 - Face-to-face discussions with park users and residents.
- 3.4 Feedback received will help shape the final design before the improvement works commence.

4.0 Funding

- 4.1 The hire costs will be met from the Council's earmarked playground and recreational improvement reserves, subject to budget availability.
- 4.2 The quotation includes delivery, installation, removal, bikes, helmets, handover and risk assessments.

5.0 Location

- 5.1 The recommended location is adjacent to the Pavilion at Victoria Park, providing:
 - Good public access.
 - A suitable venue for consultation.

- CCTV coverage to help deter anti-social behaviour.

6.0 Key Considerations

- Safety signage (included).
- Event promotion through the Council's communications channels.
- Officer supervision to encourage fair use.
- Ground condition checks before installation.

7.0 Benefits

7.1 The temporary pump track provides a free family activity while supporting meaningful consultation on a proposed skate park investment of approximately £200,000–£300,000.

7.2 Engaging users at this stage will help ensure the final design reflects local needs and represents good value for money.

8.0 Recommendations

8.1 Members are asked to:

- (i) Approve the hire of a temporary pump track for one week during the October 2026 half-term, subject to availability, and;
- (ii) Approve the use of the event as the public consultation for the Victoria Skate Park improvements, and;
- (iii) Approve the preferred pump track layout from the attached quotation.

Contact Officer: Thomas Woollard

4 June 2026

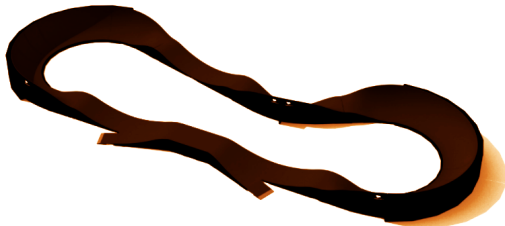
QUOTE



Scope of work

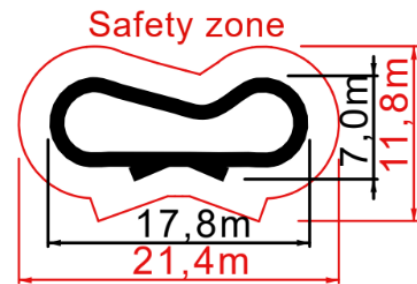
Supply, haulage, install and collect Modular Pump Track hire from [date TBC] to date [date TBC] including two hours of pumptrack handover/supervision session by the Dirt Factory team. The quote includes 1 x balance bikes, 2 x kids bikes, 1x adult bikes, 20 x helmets in all sizes, property insurance, PL insurance during Dirt Factory staffed times and risk assessment.

Bowtie Pump Track (rideable 36m)



1 day hire - £3,100 + VAT

7 day hire - £3,500 + VAT

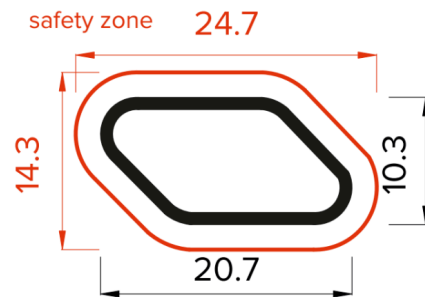


Quadragon Pump Track (rideable 48m)



1 day hire - £3,800 + VAT

7 day hire - £4,200 + VAT

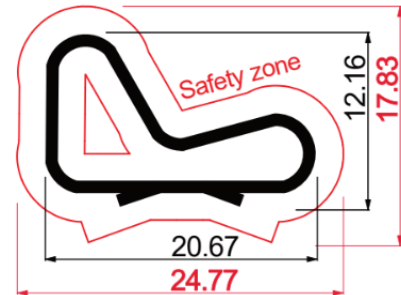


rideable length 48m

4 June 2026

QUOTE

World Cup Pump Track (rideable 65m)



1 day hire - £4,500 + VAT

7 day hire - £4,900 + VAT

All prices subject to the confirmed activity locations being accessible and suitable ground conditions.

If you have any questions or would like to discuss your project please contact events@dirtfootory.co.uk

Many thanks for your enquiry,

The Dirt Factory team.

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Meeting of the Environment & Leisure Committee

Monday 6 July 2026

Agenda Item 9.1

CLIMATE EMERGENCY STEERING GROUP UPDATE

Sussex Local Nature Recovery Strategies (LNRS) Consultation Outcomes and Publication Update

1.0 Summary

- 1.1 Members are advised that detailed consultation reports have now been published following the six-week public consultation on the draft Local Nature Recovery Strategies (LNRS) for West Sussex, East Sussex, and Brighton & Hove, which closed on 26 November 2025.
- 1.2 The consultation reports provide:
 - A summary of feedback received through all consultation channels.
 - Responses to key themes raised during the consultation and actions taken as a result.
 - Details of amendments made to the draft strategies and Local Habitat Map.
 - Information relating to future implementation, delivery, funding and monitoring arrangements.
- 1.3 The consultation generated a significant volume of responses, resulting in numerous amendments to supporting documents and mapping. Whilst the overall objectives and intent of the draft LNRS documents remain unchanged, a large number of minor amendments were made following review of consultation feedback.
- 1.4 The consultation reports, together with the amended strategy documents and Local Habitat Map, were submitted to the Sussex Supporting Authorities for a second statutory 28-day review on 11 May 2026.
- 1.5 The West Sussex LNRS and the East Sussex and Brighton & Hove LNRS have now been formally published and are available at:

<https://sussexnaturerecovery.org.uk/publications>
- 1.6 Members' attention is drawn in particular to Part 2 – Priorities, Measures and Maps (Habitats) and Part 3 – Species. Councillor Ben Reed has highlighted that the published species list includes Adder (*Vipera berus*) and Barbastelle Bat (*Barbastella barbastellus*). These species are included within the LNRS species priorities in addition to existing Priority Species and Threatened Species. The final strategies may have implications for the management plans of the Council's nature reserves and other relevant sites.

2.0 Recommendations

- 2.1 Members are requested to:
 - (i) Note the publication of the detailed consultation reports for the West Sussex LNRS and the East Sussex and Brighton & Hove LNRS;

- (ii) Note the amendments made to the draft strategies and Local Habitat Map following consultation, and;
- (iii) Note that the final Local Nature Recovery Strategies have now been published and that Adder and Barbastelle Bat are included within the LNRS species priorities, and;
- (iv) Note that the Chair and lead biodiversity councillors will aim to review the LNRS, Species of Principal Importance and Threatened species with the Estates team, with the three emerging Biodiversity Action management plans.

Councillor B. Reed

Contact Officer: Rachel Newton

Meeting of the Environment & Leisure Committee

Tuesday 26 May 2026

Agenda Item 10.4

LUXFORD CENTRE MANAGEMENT COMMITTEE UPDATE

1.0 Luxford Centre - Executive Committee Update

1.1 Meeting Date: 19 June 2026

Governance

The Executive Committee approved the minutes of its previous meeting and received updates on a number of ongoing governance matters. Work continues on proposed amendments to the Centre's Constitution, with the revised draft currently awaited from legal advisers.

The Committee welcomed Councillor Kathy Butler as the new Town Council representative trustee. Her appointment was unanimously approved.

Operations and Facilities

The Committee received updates on a range of operational matters, including:

- Continued use of the Centre by the Uckfield Youth Club.
- Completion of improvements to the main hall windows.
- Completion of annual PAT testing requirements.
- Ongoing review and development of Centre policies.
- Investigation of VAT implications for the Centre's activities, with further advice being sought.
- Progress towards filling key volunteer support roles.

The House Committee reported that membership currently stands at 212 members. Various operational matters are being progressed by the House Committee, including consideration of improved cash security arrangements and guidance relating to the storage and handling of furniture.

Finance

The Treasurer presented a financial report covering income, expenditure and current bank balances. The Committee noted the receipt of a £500 community donation and approved the Centre's final accounts for 2025.

A review of room hire charges will be undertaken ahead of the September meeting.

Extension Project and Fundraising

The Committee received an update on the proposed Centre extension project.

Further fundraising activity is continuing, including the submission of an additional funding application to the National Lottery. Trustees are supporting local promotion of the fundraising campaign across the town.

A specification for the extension works has been prepared and issued to contractors to enable quotations to be obtained.

30th Anniversary Celebrations

Planning continues for the Centre's 30th Anniversary event, scheduled for 12 September 2026.

The Committee agreed that a budget should be prepared for the event and is currently considering catering and hospitality arrangements.

Community Partnerships

The Committee considered correspondence from the local Camera Club regarding improved storage and potential installation of its projection screen within the Centre. Members agreed to explore a proposal that could provide a useful facility for Centre users, subject to further details and appropriate arrangements being agreed.

Other Matters

The Committee noted that the Centre's notice board will require relocation as part of the extension project and that refurbishment will be undertaken at the appropriate time.

Next Meeting

The next meeting of the Executive Committee will be held on 25 September 2026.

2.0 Recommendation

2.1 Members are asked to note the report

Councillor K. Butler

Contact Officer: Rachel Newton

Meeting of the Environment and Leisure Committee

Monday 6 July 2026

Agenda Item 10.5

REPORTS FROM OUTSIDE BODIES: UCKFIELD RAILWAY LINE PARISHES COMMITTEE UPDATE

1.0 Summary report

The committee meeting held on 8 June was well attended by representatives from Parish and Town Councils from Buxted PC, Crowborough TC, Maresfield PC, Edenbridge TC, Uckfield TC, Rail Future, users, and Greater Thameslink Railway (GTR).

The discussions on the current level of service concluded that it had generally been good over recent weeks, with fewer turnarounds at Crowborough. However, there had been some problems during the previous week, and today's services were impacted by a tree on the line, which caused delays. GTR explained the problems associated with vegetation growth at this time of year, together with the challenges of establishing liability and responsibility for the felling, clearance, and upkeep of land adjacent to the railway.

GTR explained that the 7.03 am service from Uckfield would be suspended from 20th July until the end of August to save money. Their statistics show a reduction in passenger numbers during the morning peak period owing to the holiday season. The war in Iran has also affected costs due to the significant increase in fuel prices.

Members questioned the procedures followed when delays are experienced and the arrangements GTR makes for providing alternative transport. GTR confirmed that when the withdrawal of a service is planned, coaches are provided. However, when disruption is unplanned, it is difficult to organise coaches at short notice, particularly as all coaches and buses must now be accessible. It was generally felt that better communication would help to overcome travellers' difficulties and enable smoother journeys. GTR was unaware of the new 500 bus service from Eastbourne to Gatwick via Uckfield and, therefore, of the possibility of using this as an emergency service for connections to East Grinstead and/or Gatwick when the Uckfield line is not functioning. They agreed to investigate this as a transfer-ticket option.

Following recent reports regarding the removal of litter bins from both staffed and unstaffed stations as a result of increased recycling requirements, we were assured that the bins scheduled for removal had now been removed and that those remaining on the stations would stay.

GTR had no further details regarding the bridge repairs at Ashurst following the recent impact accident.

The next meeting will be the AGM on 9 September at 2.30 pm at The Buxted Inn.

Councillor C. Macve

2.0 Recommendation

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

Contact Officer: Rachel Newton