

**HEATHFIELD AND WALDRON PARISH COUNCIL**  
**LEISURE, ENVIRONMENT AND RECREATION COMMITTEE**  
**MONDAY 14 NOVEMBER 2016 AT 8.00 P.M.**  
**AT PARISH COUNCIL OFFICES**

**PRESENT:** Mrs Fraser, Mr Hart, Mr Hough, Ms Kift, Mr Robinson (Chairman),  
Mr Wood and Mr Woolley

The Clerk was in attendance.

16/86 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr Hatcher, Mr Ridley Mr Stevens,  
and Mr Waterhouse.

16/87 **DISCLOSURE OF INTERESTS**

The following disclosures had previously been made by Members.

All Members of the Parish Council had an interest in respect of the sole trusteeship  
of Waldron Recreation Ground Charity.

Mr Hough disclosed personal interests in respect of Lucas Hall Management  
Committee and the Cattam Committee as the Parish Council's representative and as  
treasurer of the Lucas Hall Management Committee.

Mr Hart disclosed a prejudicial interest in respect of Broad Oak Village Hall as  
Chairman of the Village Hall Committee.

16/88 **MINUTES**

**RESOLVED:** that the Minutes of the Leisure, Environment and Recreation  
Committee meeting held on 26 September 2016, having been previously circulated,  
be confirmed and signed by the Chairman as a correct record.

16/89 **MATTERS ARISING**

There were none.

16/90 **BUDGETARY MONITORING REPORTS AS AT 31 OCTOBER 2016**

The Committee noted and approved changes in respect of the allocation of  
expenditure for maintenance works to recreation grounds. These costs were now  
posted to individual recreational ground budgets instead of the GWC. Although this  
would result in an overspend in some of the individual budget headings, and an  
underspend on the GWC budget, it would give a greater understanding of where  
expenditure was being made.

16/91 **EMERGENCY WORKS ADDITIONAL TO CONTRACT AS AT 30 SEPTEMBER 2016**

None had been received.

16/92 **TOUR OF PLAY AREAS**

The Chairman reported on the tour of play areas which had taken place on 8<sup>th</sup> November. Generally they were in good condition and the Contractor was doing a good job in maintaining the areas. Some equipment was in need of painting and a few areas of rust had been identified which needed to be treated and painted. Three urgent matters had been noted and had now been dealt with.

16/93 **REPORTS ON RECREATION GROUNDS**

16/93a **Lucas Hall and House, Waldron**

Following a report from the Management Committee, the Committee agreed that the hedge to the East of the Hall should be cut as an addition to the GW contract. Also, the ditch needed to be cleared and the top of the main hedge had not yet been cut.

16/93b **Punnetts Town Recreation Ground and Village Hall**

The Committee considered a request for a firework display on the recreation ground following a wedding on 22 July 2017. It was agreed that permission be granted, subject to residents of Punnetts Town being informed by leaflet or letter, the fireworks to finish by 11.00 p.m., proof of public liability insurance and risk assessment to be provided and a suitably qualified person to set and light the fireworks.

16/93c **Tower Recreation Ground**

There were no matters to report.

16/93d **Cade Street Memorial Ground**

It was agreed to allow use of the recreation ground for the Cuckoo Fair on Friday 21 and Saturday 22<sup>nd</sup> April 2017.

16/93e **Broad Oak Recreation Ground**

Mr Hart reported that following a birthday party when there had been an incident of anti-social behaviour, the Village Hall Committee had now banned parties for 16 – 21 year olds.

16/93f **Cross in Hand Village Hall**

There were no matters to report.

16/93g **Hardy Roberts Playing Fields**

The minutes of the Hardy Roberts Playing Field Association had been emailed to the Committee prior to the meeting. Mr Wood had attended the meeting and reported that concern had been expressed about the condition of the access to the tennis and bowls clubs. It was agreed that a site visit should be arranged with the Council's Contractor to see what could be done. The Committee were aware that the Rugby Club planned to make major changes to the access and the timetable of this was not known at present.

16/93h **Leeves Common Play Area**

The Committee expressed concern at the vandalism which had recently taken place, including equipment being smeared with dogs' mess and damage to the wooden tower, including matches left beneath it. A former councillor, Mrs Muddle, had asked the Committee to consider the removal of the wooden tower as it was vulnerable to vandalism and there were fears it would be set alight.

It was **RESOLVED** that the wooden tower should be removed from the play area and that consideration be given to a replacement item of play equipment in future.

16/93i **Sheepsetting Lane Recreation Ground**

The Committee agreed that the possibility of creating an additional junior football pitch should be explored and the contractor would be asked to measure the area to see if it was feasible.

16/93j **Heathfield Community Centre**

- (i) The Committee noted that the quarterly management meeting had been cancelled due to the long term sickness absence of two of the representatives from the NHS Trust.
- (ii) Update regarding annual charge from NHS Property Services

The Assistant Clerk had circulated a report giving details of the current position. As a result of negotiations, the NHS PS charge had been reduced from £80,991.69 to £35771.69, from which a contribution of £11,832.60 was anticipated from NHS PS towards the costs in 2015/2016. The NHS had also paid £3,995 towards decorating and new carpet in this financial year.

The remaining amount was still considerably over budget (approx. £20,000 against a budget of £12,400) and the Committee discussed the need for an internal meeting to agree the next steps. It was agreed that a meeting should take place on Thursday 17<sup>th</sup> November 2016.

- (iii) Blackout Film

The Committee considered a request by a regular user (NADFAS) to place blackout film on the windows of the fire exit doors located next to the Stage at a cost of £48.00. There was concern that there could be health and safety or

insurance implication if this work was carried out and the Committee did not agree the work until clarification had been sought from the insurance company that they were happy with the proposal.

16/93k **Waldron Recreation Ground**

There were no matters to report.

16/93l **Jubilee Park**

There were no matters to report.

16/93m **Skatepark**

It was reported that the metal litter bins had been destroyed by vandals. The Committee discussed the possibility of replacing with concrete bins but the Clerk reported that these had previously been destroyed and the vandals then threw the rubble over the bridge parapet. It was agreed that the bins should not be replaced at the present time until a more vandal resistant material could be found.

16/94 **GREEN LANE PUBLIC OPEN SPACES**

There were no matters to report.

16/95 **HIGH STREET PLANTING**

There were no matters to report.

16/96 **HIGH STREET FURNITURE**

There were no matters to report.

16/97 **SEATS/LITTER BINS/BUS SHELTERS**

There were no matters to report.

16/98 **BUDGET FOR 2017/2018 FINANCIAL YEAR**

A draft budget had been circulated for consideration. It was **RESOLVED** to approve a budget for the next financial year of £123,903 which represented an increase of £8,046 over the current year.

16/99 **RENEWAL OF GENERAL WORKS CONTRACT**

The Clerk reported that the existing contract was due to end on 31<sup>st</sup> May 2017. There was discussion about the format of the contract and whether it should be split but it was agreed that the existing contract should be retained, with the addition of Theobalds Green which had not been developed at the time of the previous tendering process.

It was agreed that information should be sought from Uckfield, Hailsham and Crowborough Town Councils regarding their grounds maintenance and approximate

costs for advertising in a trade magazine should be investigated.

16/100 **MATTERS RAISED BY COUNCILLORS**

There were none.

16/101 **CRIME AND DISORDER ACT 1998 SECTION 17**

There were implications under the Act in respect of the vandalism at Leeves Common.

16/102 **RISK MANAGEMENT**

Action had been taken to reduce risk by the agreed removal of the wooden tower at Leeves Common and a risk management implication was identified in respect of the request for blackout film on the fire door windows at Heathfield Community Centre.

16/103 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held on Monday 16 January 2017 in the Parish Council Meeting Rooms starting at 8.00 pm, following the Burial Grounds and Amenities Committee meeting at 7.15 pm.

The meeting closed at 9.21 p.m.

Signed:

Chairman

Dated: