

**HEATHFIELD AND WALDRON PARISH COUNCIL**  
**LEISURE, AMENITIES AND BURIAL COMMITTEE**  
**TUESDAY 18 JULY 2017 AT 7.30P.M.**  
**AT PARISH COUNCIL OFFICES**

**PRESENT:** Miss Andrew, Mrs Fraser, Mr Hatcher, Mr Hart, Mr Hough, Mr Ridley, Mr Robinson (Chairman), Ms Robinson, Mr South and Mr Wood.

Mr South joined the Committee at 8.10 pm

Mrs Pyle, Administrative Officer was in attendance.

Three members of the public were present.

The Chairman welcomed all to the meeting. Mr Johnson addressed the Committee regarding the size of the inscription allowed on a memorial stone for his wife. The Burial Grounds and Amenities Committee had granted him 3-4” for an inscription on his wife’s headstone and he wished this to be increased to 6” x 3” as the definition of the inscription would be lost. The Chairman thanked Mr Johnson for coming to the meeting.

Mr Saunders spoke to the Committee regarding his concerns about the safety of the children using the play area at Hardy Roberts, as there was no gate to the entrance onto Back Lane and some holes had appeared in the hedge. He was also concerned about the gate to the play area itself, which did not shut securely and asked if the baby swings should also be enclosed by fencing. The Chairman thanked Mr Saunders for attending the meeting and said he would carry out another site visit and report back.

**The Meeting commenced at 7.50 p.m.**

62/17 **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

Mr Ridley took the Chair and invited nominations for Chairman. Mr Robinson was nominated by Mr Ridley, seconded by Mrs Fraser and, following a vote, was elected as Chairman of the Committee.

Mr Robinson took the Chair and invited nominations for Vice-Chairman. Miss Andrew nominated Mrs Fraser, seconded by Mr Ridley. Following a vote, Mrs Fraser was elected as Vice-Chairman of the Committee.

63/17 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Mr Taylor and Mr Woolley.

64/17 **DISCLOSURE OF INTERESTS**

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

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

Mr Robinson disclosed a pecuniary interest under paragraph 7(1) of the Code of Conduct in respect of Agenda Item 18 as his wife had prepared the report.

Mr Hough disclosed a pecuniary interest under paragraph 7 (1) of the Code of Conduct in relation to his membership of Waldron Parochial Church Council.

65/17 **MINUTES**

**RESOLVED:** that the Minutes of the Leisure, Environment and Recreation Committee meeting held on 23 May 2017, and the Burial Grounds and Amenities Committee meeting held on 23 May 2017, having been previously circulated, be confirmed and signed by the Chairman as a correct record.

66/17 **MATTERS ARISING**

There were none.

67/17 **TO AGREE TERMS OF REFERENCE FOR THE LAB COMMITTEE**

It was **RESOLVED** to accept the terms of reference for the Leisure, Amenities and Burial Committee.

68/17 **BUDGETARY MONITORING REPORTS AS AT 30 JUNE 2017**

The Chairman reported that there were no updates regarding the NHS charges for the Heathfield Community Centre. The Committee approved the reports as at 30 June 2017.

69/17 **EMERGENCY WORKS**

There were no works to report.

70/17 **ST BARTHOLOMEW'S BURIAL GROUND**

(a) Burial Inspection

It was reported that a burial inspection had taken place on 14 July 2017 at St Bartholomews, dead flowers were removed from graves and two headstones were laid flat and another headstone was reported as being loose on its base. Two of the owners have been contacted and informed and another contact address was being sought.

(b) To consider quote for re-erecting a headstone on Plot G9 in the Main Burial Ground

It was reported that the owner of the above plot could not be located and the Committee were asked to consider a quote for re-erecting the headstone. It was **RESOLVED** to accept the quote from D Tourle Memorials at a cost of £200.

(c) To consider request for transferring a reserved burial plot in the Main Burial Ground to a reserved plot in Newnham Gardens

It was reported that a letter had been received from a Parishioner who was granted an Exclusive Right of Burial on Plot L9 in 1996 he now wished to transfer his reservation to a plot in the Newnham Gardens Plot No NG1 The Committee considered this request and agreed to the transfer of the reservation.

(d) Headstone for GP33 in the Ghyll Garden of Remembrance

The Committee **RESOLVED** to allow the rose inscription on the above headstone to measure 6" x 3".

71/17 **BURIAL GROUNDS**

Old Heathfield

There was nothing to report.

Waldron

It was reported that all was tidy.

72/17 **THEOBALDS GREEN**

To consider erection of brown information tourist sign at the entrance to the site

It was reported that East Sussex Highways had been contacted regarding the erection of a brown tourist sign opposite the entrance to the allotments and burial ground at Theobalds Green. The Committee were asked to consider the wording for the sign and it was agreed that it should read 'Burial Grounds and Allotments'. It was **RESOLVED** to approve expenditure of £200.00 on the sign.

Mrs Fraser had visited the site and wished to congratulate the Allotment Association on all their hard work. It was suggested that a Committee site visit should take place.

73/17 **WAR MEMORIALS**

Waldron

It was asked if the memorial would be cleaned again for Remembrance Sunday and this would be arranged.

Cade Street

The Committee had received a quote for repair work to the above memorial for £80.00 and it was **RESOLVED** to accept the quote from Derek Tourle Memorials following a site visit.

74/17 **ALLOTMENTS**

It was noted that a thank you note had been received from the Allotment Association thanking the Parish Council and the contractor for all their work and this had been circulated by email to Full Council.

75/17 **MILL ROAD CONVENIENCES**

The Committee ratified the cost of the replacement toilet pan at an approximate cost of £200 + VAT.

76/17 **REPORTS ON RECREATION GROUNDS**

76/17a **Lucas Hall and House, Waldron**

It was reported that the painting of the outside of the windows would take place in August and sound proofing was to be installed.

76/17b **Punnetts Town Recreation Ground and Village Hall**

(i) Email from Ms Rolfe regarding possible tree planting

An email had been received regarding saplings being provided by the Woodland Trust Fund to Punnetts Town School. Punnetts Town School do not have the space for these trees to be planted on their grounds and have asked if the trees could be planted on the Recreation Ground. The Committee **RESOLVED** to allow the planting of the saplings.

(ii) To ratify use of the recreation ground during fundraiser in Village Hall – 30 June 2017

It was **RESOLVED** to ratify the permission given for use of the recreation ground, subject to the usual conditions.

76/17c **Tower Recreation Ground**

It was reported that an email had been received asking for additional litter bins at the entrance to Tower Recreation Ground. The Committee **RESOLVED** not to install any more bins at present.

76/17d **Cade Street Memorial Ground**

It was reported that the slide had been removed for repair.

76/17e **Broad Oak Recreation Ground**

It was reported that a new roof costing £13,000 had been installed and that a contractor had been appointed to erect new fencing. It was also reported that there was evidence of drug dealing/taking in the area and the Police had been informed.

76/17f **Cross in Hand Village Hall**

There were no matters to report.

76/17g **Hardy Roberts Playing Fields**

The Committee agreed that the Chairman should undertake another site visit to the play area and report back to the next meeting.

A site meeting had taken place between a member of the Committee and the Council's contractor. Members of the Committee asked if planning permission had been granted and if so when did the Rugby Club propose to start the work and were they going to use the access roads. The Committee did not wish to do major works on the road while construction vehicles were doing building work in case of the surface being damaged. It was **RESOLVED** that the road should be patched up and made safe.

76/17h **Leeves Common Play Area**

There was nothing to report.

76/17i **Sheepsetting Lane Recreation Ground**

There was nothing to report.

76/17j **Heathfield Community Centre**

(i) Update on NHS charges

Negotiations are still taking place with the NHS.

(ii) Request to use Community Centre grounds on 7 July 2018 for Heathfield Fun Day

The Committee agreed to the request for Heathfield Community Centre and grounds to be used as a Fun Day on Saturday 7 July 2018.

76/17k **Waldron Recreation Ground**

There were no matters to report.

76/17l **Jubilee Park**

There was nothing to report.

76/17m **Skatepark**

An email had been circulated to the Committee from a young skateboarder user asking if the Parish Council could update or possibly provide a new skatepark. The email also outlined problems in the area being caused by non-skateboarders. It was **RESOLVED** that the Chairman and two other Councillors should meet up with the skateboarder and discuss possibilities of improving the area.

77/17 **ROSPA INSPECTION OF PLAY AREAS**

Following the inspection of the play areas by ROSPA in June 2017. Four quotes were presented to the Committee for urgent works they are as follows:-

(a) **Hardy Roberts Recreation Ground**

To install grass matting under swing, level area, lay stabilisation mesh on existing turf and install rubber grass mats 23 mm thick at a cost of £1,560.00 plus VAT

The Committee approved the quotation from Agrifactors of £1,560.00 plus VAT for the above work.

(b) **Leeves Common Play Area – Junior Multiplay**

To install grass matting under Multiplay, level area to be covered filling holes as required. Lay stabilisation mesh on existing turf. Install rubber grass mats 23 mm thick which has a critical fall height of 3.3 m tested at a cost of £1,950 plus VAT

The Committee **RESOLVED** to accept the quotation from Agrifactors for the above work.

(c) **Waldron Play Area Roundabout**

To install MOT, fill edging and play surface at £4,000 plus VAT or to top up woodchip more regularly.

The Committee wished this to go onto the Agenda for the Waldron Recreation Ground Charity meeting in September as costs for the above work may be able to be met from this account.

(d) **Hardwood Play Chip**

For supplying 80m<sup>3</sup> Hardwood Play Chip at a cost of £3,260 plus VAT

The Committee **RESOLVED** to accept the quote from Agrifactors for the above work.

78/17 **GREEN LANE OPEN SPACES**

It was reported that tree work would commence within the next two weeks in the areas at Green Lane. The tree surgeon had contacted Wealden regarding TPO's on trees in the area. The Parish Council tree warden wished to visit the site when work commenced and asked if this could be arranged.

79/17 **DARCH'S WOOD**

A request had been received from Cross in Hand Amenities Society for the Council to pay for one day's work by Agrifactors at a cost of £600 and a further email had been sent asking if an additional two day's work at the same rate could be considered at the meeting. This work entailed repair to roads and tracks at Darch's Wood. The Committee **RESOLVED** to accept these quotes at a cost of £1,800 plus VAT.

80/17 **CUCKOO TRAIL AND HEATHFIELD TC CONNECTIVITY REPORT**

A report had been prepared by Mrs Robinson on the Cuckoo Trail and Town Centre. The Committee wished to thank and congratulate Mrs Robinson on her report. This report would be considered at the Community and Business Development meeting in October.

81/17 **HIGH STREET PLANTING**

The Committee wished to congratulate Europlants on their summer flower displays.

82/17 **HIGH STREET FURNITURE**

There were no matters to report.

83/17 **SEATS/LITTER BINS/BUS SHELTERS/NOTICEBOARDS**

a) Broken seat at North Street/Punnett Town

A quote had been received from Agrifactors for a new seat at a cost of £225.00 plus VAT and it was agreed to accept the quote.

b) Bus shelters at Cross in Hand – to consider boarding up or removal due to anti-social behaviour

It was reported that the bus shelters in Cross in Hand had been urinated in recently. The Committee wished the shelters to remain in situ to serve members of the Community and asked that they are cleaned weekly with disinfectant.

c) Quotations to replace litter bin outside 73 High Street, Heathfield

Members of the Committee were presented with quotes for the replacement of litter bins in the High Street. The Committee **RESOLVED** to accept the quote from Broxap for one round medium cast iron bin at a cost of £706.80 including VAT. It was noted that this new bin would be sited in New Parade alongside Chaps the Barbers.

d) The Conservation Volunteers of Hastings

An email had been received from the above group who are a Community Volunteering Charity and are looking to undertake work in East and West Sussex. The Committee discussed this and asked that the Millennium Green Trust be contacted to see if they required work to be carried out.

e) To consider replacing the Perspex in the following noticeboards: - Sheepsetting Lane, Old Heathfield. Hailsham Road and Broad Oak

Members of the Committee had received quotes from Agrifactors for the replacement of Perspex in four of the noticeboards in the Parish at a cost of £180 plus VAT for each board. Mr South reported that he would be able to do this work at approximately £200 for all four noticeboards. It was **RESOLVED** not to accept the quote from Agrifactors in the sum of £180.00 plus VAT. It was

**RESOLVED** to purchase Perspex sheets to carry out the work, at an approximate cost of £200 + VAT and Mr South would carry out the work and this would be ratified at the September meeting.

84/17 **MATTERS RAISED BY COUNCILLORS**

Mrs Fraser reported that anti-social behaviour was taking place in the Millennium Green on Friday and Saturday evenings and this had been reported to the Police. There had been reports of drug use and overnight camping. Large amounts of litter had been left and Brighter Heathfield were clearing the area on a regular basis.

85/17 **CRIME AND DISORDER ACT 1998 SECTION 17**

Anti-social behaviour in Cross in Hand bus shelter.

86/17 **RISK MANAGEMENT**

Access road to Tennis/Bowls Club, Holes in fence at Hardy Roberts and safety catch on the playground gate.

87/17 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held on Tuesday 26 September 2017 at 7.30 pm in the Parish Council Meeting Room, 73 High Street, Heathfield.

The meeting closed at 8.55 p.m.

Signed:

Chairman

Dated: