

**HEATHFIELD AND WALDRON PARISH COUNCIL**  
**LEISURE, AMENITIES AND BURIAL COMMITTEE**  
**TUESDAY 15 MAY 2018 AT 7.30 PM**  
**AT PARISH COUNCIL OFFICES**

**PRESENT:** Cllrs Andrew, Fraser, Hart, Hough, Kift, N Robinson, M Robinson (Chairman), South, Taylor, Wood and Woolley.

The Clerk was in attendance.

Mr Graham Porter, Chairman of the Theobalds Green Allotment Association addressed the Committee in relation to seats which had recently been installed.

**The Meeting commenced at 7.43 p.m.**

53/18 **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

Cllr Fraser took the Chair for election of Chairman. Cllr Ridley had nominated Cllr M Robinson, seconded by Cllr Fraser. Cllr Robinson was re-elected as Chairman of the Committee.

The Chairman then nominated Cllr Fraser as Vice-Chairman of the Committee, seconded by Cllr Hart. Cllr Fraser was re-elected as Vice-Chairman of the Committee.

54/18 **APOLOGIES FOR ABSENCE**

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

55/18 **DISCLOSURE OF INTERESTS**

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

Cllr Hart disclosed a pecuniary interest under paragraph 7(1) of the Code of Conduct in relation to being Chairman of Broad Oak Village Hall Committee.

Cllr Hough disclosed a pecuniary interest under paragraph 7 (1) of the Code of Conduct in relation to his membership of Waldron Parochial Church Council and as Treasurer of Lucas Hall Management Committee.

Cllr Kift disclosed a pecuniary interest under paragraph 7(1) of the Code of Conduct in relation to being a Committee member of All Saints Churchyard Committee and a pecuniary interest in respect of Theobalds Green allotments as an allotment holder.

Cllr Andrew disclosed a personal interest in respect of Theobalds Green allotments as her daughter is an allotment holder

Cllr M Robinson disclosed a personal interest in respect of Theobalds Green allotments as his wife is an allotment holder.

56/18 **THEOBALDS GREEN ALLOTMENTS – SEATS**

It was agreed that this matter be brought forward on the agenda.

The Committee discussed the erection of two rustic-style seats which had been placed in the allotment area and there was some concern about whether they were safe or not. It was agreed to seek the views of the Council's Contractors and if, following an inspection, they were deemed to be unsafe, they should be removed straightaway. If, however, they were usable but needed to be fixed in concrete, the Contractor would be asked to carry out this work.

57/18 **THEOBALDS GREEN – ALLOTMENT FEES**

It was **RESOLVED** to keep the allotment fees at the current level of £72 for the 2019/2020 financial year.

58/18 **MINUTES**

**RESOLVED:** that the Minutes of the Leisure, Amenities and Burial Committee meeting held on 26 March 2018, previously circulated, be amended to include Cllr Woolley in the list of those present and the usual declarations of interest to be added. The Minutes were then confirmed and signed by the Chairman as a correct record.

59/18 **MATTERS ARISING**

The Chairman gave some brief updates.

60/18 **BUDGETARY MONITORING REPORTS AS AT 31 MARCH 2018**

Cllr South asked why the caretaking fees at the Heathfield Community Centre were so low. The Clerk said she would ask the Assistant Clerk/RFO to reply.

The reports were then approved and adopted by the Committee.

61/18 **EMERGENCY WORKS**

No emergency works had been carried out.

62/18 **ST BARTHOLOMEW'S BURIAL GROUND**

There were no matters to report.

63/18 **BURIAL GROUNDS**

Old Heathfield

Cllr Kift reported that a successful working party day had taken place.

Waldron

It was reported that the area was looking tidy.

## **THEOBALDS GREEN BURIAL GROUND**

It was **RESOLVED** to ratify the planting of trees in the Woodland Burial Ground at a cost of £572.79.

### 64/18 **WAR MEMORIALS**

#### Waldron

The Council's Contractor would be asked to spray the weeds around the memorial.

#### Cade Street

There were no matters to report in connection with the memorial.

### 65/18 **ALLOTMENTS**

- (i) It was **RESOLVED** to consider increasing the fees at Punnetts Town from 1 April 2019 from £20.00 to £22.00 per year
- (ii) To review fees at Theobalds Green from 1 April 2019 – recommended that the hiring fees remain at £72.00 per plot per year

### 66/18 **MILL ROAD CONVENIENCES**

The Committee noted the possible closure of the public conveniences and re-use of the site. It was agreed that should this go ahead the current “community toilet” scheme in the town should be properly signposted and advertised with the possibility of encouraging other traders to join in the scheme.

### 67/18 **REPORTS ON RECREATION GROUNDS**

#### 67/18a **Lucas Hall and House, Waldron**

It was noted that the floor was being renovated.

#### 67/18b **Punnetts Town Recreation Ground and Village Hall**

It was agreed to approve use of Recreation Ground for a wedding on 20 July 2019 and the siting of a small food trailer

#### 67/18c **Tower Recreation Ground**

It was noted that there were potholes in the car park and it was agreed that quotations should be obtained for repairs.

#### 67/18d **Cade Street Memorial Ground**

It was agreed to give permission for Freedom Leisure to use Cade Street for Active Play sports and play session to run from on Tuesday 29 May from 11.00 am to 1.00 pm and a further six sessions after school from 5 June onwards from 3.00 – 5.00 pm.

67/18e **Broad Oak Recreation Ground**

It was **RESOLVED** to ratify the cost of repairs to the fencing in the sum of £425 + VAT.

67/18f **Cross in Hand Village Hall**

There was nothing to report.

67/18g **Hardy Roberts Playing Fields**

There was nothing to report.

67/18h **Leeves Common Play Area**

There was nothing to report.

67/18i **Sheepsetting Lane Recreation Ground**

There was nothing to report.

67/18j **Heathfield Community Centre**

(i) **NHS Charges and Payments**

The Chairman reported that no response had been received from the NHS Trust.

(ii) **Heathfield Community Centre Hiring Fees**

The Committee **RESOLVED** to leave the hiring fees at the current level for the 2019/2020 financial year but agreed that a new fixed fee of £360 (or £300 for a charity) should be introduced for whole Centre use from 1400 Friday to 1200 noon on Sunday.

(iii) **Request from NHS Breast Screening to place screening unit in Community Centre car park**

The Committee agreed to give permission for the Breast Screening van to be sited in the car park later this Summer.

(iv) **Kitchen equipment**

It was **RESOLVED** to ratify the cost of kitchen equipment at a cost of £60.68 + VAT

(v) **Redecoration of the hall**

It was agreed to obtain quotes for the redecoration of the Hall

(vi) **Ceiling blinds in the Hall**

It was agreed to obtain quotes for new electric ceiling blinds in the Hall.

(vii) Stage Lighting system

It was **RESOLVED** to ratify the cost of works to the lighting system as previously discussed, at a cost of £1,400

67/18k **Waldron Recreation Ground**

Urgent action had been taken to replace damaged fencing and it was **RESOLVED** to ratify the work at a cost of £400.

67/18l **Jubilee Park**

There was nothing to report.

67/18m **Skatepark**

The Clerk reported that a member of the public had complained that there was regularly broken glass at the Skatepark. The Contractor had indicated that they were having to clear broken glass every 2 – 3 days.

The Committee discussed ways in which to encourage young people to look after the skatepark and it was noted that the Chairman of the Council had met with Heathfield Community College and representatives of Year groups, who felt that the Park needed renovation which, if carried out in consultation with the young people may encourage use by a greater number of people who would feel some ownership of it and help keep it in good condition.

**PURCHASE OF FENCING MATERIALS**

The Council's contractor had indicated that his stock of fencing materials for use on Parish Council sites was now depleted and it was agreed to purchase new materials at a cost of £1500 – to be ratified at the next meeting.

68/18 **LAND AT PUNNETTS TOWN**

(i) Valuation report

It was **RESOLVED** to ratify the cost of having a professional valuation of the land undertaken by BTF at a cost of £400 + VAT

(ii) Valuation of land

The Valuation report was circulated prior to the meeting and indicated that the total value of the three areas of land was £150,000.

There was discussion about renting out the land, including the interest from the owners of Cherry Mill Cottage who had previously been offered a two-year lease on part of the land, but had asked for a longer period of time. It was noted that to use the land for anything other than agriculture may require planning permission.

The Committee were also made aware that a local farmer had expressed an interest in renting all the land for agricultural purposes. It was agreed that a possible Farm

Business Tenancy Agreement should be investigated and that an advertisement be placed to invite expressions of interest and bids in renting all or some of the land. Any legal costs involved would be paid by applicants.

69/18 **LONG TERM BUDGET FOR PLAYGROUNDS**

The Committee noted that the ROSPA inspection of the play areas, including the Skatepark, would be carried out in June and it was agreed that an inspection with Members would be arranged shortly afterwards, with a view to looking at the condition of fencing at the same time. The Chairman and Cllrs Fraser, Kift, and Andrew expressed an interest in attending the site inspections.

This would enable a report to be drawn up showing areas needing improvement and long-term budget planning over the next 3 – 5 years..

70/18 **TREE SURVEY**

The Clerk reported that it had been difficult to obtain quotes from suitably qualified companies as well as the requirement to accurately identify boundaries of Parish Council land and plot trees on a map. The Committee noted that full Council had decided not to pursue the purchase of online mapping software.

A meeting had been arranged with an officer from Hailsham Town Council as they had recently undertaken a similar exercise and it was hoped that they would be able to advise on the best way forward. The Chairman and Cllr Wood expressed an interest in attending.

71/18 **GREEN LANE PUBLIC OPEN SPACES**

Cllr Woolley asked whether a cut was due and this would be investigated.

72/18 **DARCH'S WOOD**

The Committee noted that there was a fallen tree in the wood. Conservation Volunteers had been carrying out work to clear the Ponticum.

73/18 **HIGH STREET PLANTING**

The Committee were advised that Mrs Leniham from Brighter Heathfield Volunteers was seeking permission to place additional planters in the High Street and a report would be made to the next Committee.

74/18 **HIGH STREET FURNITURE**

There were no matters to report.

75/18 **MATTERS RAISED BY COUNCILLORS**

Cllr South had been asked by a resident of Sheepsetting Lane to raise the possibility of installing a dog bin dispenser at Heathfield Community Centre. The Committee were aware of the problem with dog waste being left and sympathised with the request but it was agreed on balance that the provision of bags was unlikely to improve the situation and would form a precedent to provide dispensers across the parish at considerable cost.

76/18 **CRIME AND DISORDER ACT 1998 SECTION 17**

There were considered to be no implications under the above Act in relation to matters discussed at the meeting.

77/18 **RISK MANAGEMENT**

The rustic seats at Theobalds Green would be inspected to ensure they were safe.

78/18 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held on Tuesday 24 July 2018 at 7.30 pm in the Parish Council Meeting Room, 73 High Street, Heathfield.

The meeting closed at 9.02 p.m.

Signed:

Chairman

Dated: