

HEATHFIELD AND WALDRON PARISH COUNCIL
LEISURE, AMENITIES AND BURIAL COMMITTEE
TUESDAY 24 JULY 2018
AT PARISH COUNCIL OFFICES

PRESENT: Cllrs Andrew, Fraser, Kift, Ridley, N Robinson, M Robinson (Chairman), Taylor, Waterhouse and Wood

The Clerk was in attendance.

2 representatives of Heathfield Bonfire Society and a Churchwarden of St Bartholomew's Church were also present

HEATHFIELD BONFIRE SOCIETY

It was reported that there were now over 30 members and a new website was up and running. The Society had considered venues and wanted permission to use Sheepsetting Lane for their event in 2019. It was proposed that the area of the football pitch should be used for the crowd and the bonfire sited close to A265/A267 junction but this was open to discussion. Members asked about parking and it was reported that the Society were in discussions with Rotary as they had organised events at Sheepsetting Lane.

ST BARTHOLOMEW'S CHURCH

The Churchwarden explained the proposals for a new meeting room adjacent to the Church which would provide much needed toilets and a small kitchen. In response to Members' questions, it was stated that use of the access road, which was owned by the Parish Council, would be no more than at present, during fortnightly Church services and larger weddings and funerals. It was not planned to hire it out. It was noted that access was needed to be kept clear for maintenance vehicles and that a contribution from the Church towards future maintenance would be required.

The Meeting commenced at 8.00 p.m.

79/18 **APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllrs Hough and Woolley. Cllrs Hart and South gave apologies after the meeting.

80/18 **DISCLOSURE OF INTERESTS**

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

Cllr 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.

81/18 **SHEEPSETTING LANE RECREATION GROUND**

(Agenda item 14i) brought forward to accommodate public speaker)

The Committee agreed in principle to the use of the recreation ground for the bonfire in 2019, subject to further discussion about arrangements. This to be ratified at the next meeting.

82/18 **MINUTES**

RESOLVED: that the Minutes of the Leisure, Amenities and Burial Committee meeting held on 15 May 2018 previously circulated, be confirmed and signed by the Chairman as a correct record.

83/18 **MATTERS ARISING**

The Committee noted that the RoSPA inspections were due to be carried out soon.

84/18 **BUDGETARY MONITORING REPORTS AS AT 30 JUNE 2018**

The reports were then approved and adopted by the Committee.

85/18 **EMERGENCY WORKS**

To ratify the cost of removing graffiti in the skatepark at £61.20 plus VAT.

86/18 **ST BARTHOLOMEW'S BURIAL GROUND**

To approve inscription for a headstone in the Ghyll Garden

It was **RESOLVED** to approve the memorial which had an engraving of a rose.

New Meeting Room adjacent to the Church

The Committee confirmed that the access road into Darch's Wood would need to be kept clear and considered that the Church should be asked to contribute 50% towards the cost of future maintenance.

87/18 **BURIAL GROUNDS**

Old Heathfield

No matters to report.

Waldron

No matters to report.

Theobalds Green Burial Ground

It was **RESOLVED** to purchase three wooden seats, two of which would be sited in the allotment area, to replace those previously removed, and one in the burial ground, at a maximum cost of £1,500 plus fixing.

It was reported that a request had been received for a memorial seat to be sited inside the cart lodge, with a memorial plaque included. The Committee agreed in principle, to be ratified at the next meeting. It was agreed that a Policy should be drawn up for the erection of memorial seats in the burial ground and other areas to ensure such seats were of an acceptable standard and size, including the provision of plaques.

The Committee were informed that the bracken on the bank outside the site was becoming a problem and it was agreed that it should be sprayed at a cost of £250 plus VAT – to be ratified at the next meeting.

88/18 **WAR MEMORIALS**

Waldron

There were no matters to report.

Cade Street

There were no matters to report.

89/18 **ALLOTMENTS**

Pond at Punnetts Town Allotments

It was unclear whether the pond belonged to the Council and this would be checked on the Deeds.

90/18 **MILL ROAD CONVENIENCES**

There was no update on this matter.

91/18 **REPORTS ON RECREATION GROUNDS**

General

The Committee noted that the contractor had reported larger amounts of litter than expected at this time of year which might result in additional costs.

The Committee agreed that some of the playground equipment should be painted – the cost to be ratified at the next meeting.

91/18a **Lucas Hall and House, Waldron**

There were no matters to report.

91/18b **Punnetts Town Recreation Ground and Village Hall**

A request had been received for use of the grounds for a wedding on 15 September 2018, including a fire pit. The Committee asked for clarification that the Village Hall Committee were aware of this. It was agreed that permission should be given, subject to a suitable risk assessment being provided and the usual rules regarding litter, insurance and making good of any damage.

91/18c **Tower Recreation Ground**

Drainage update

The Committee agreed that the proposed drainage works should be postponed as there was a potential fire risk in the current very hot and dry conditions.

Quotes received regarding re-surfacing car park

Two quotations had been received for the work – each giving two options, one to repair the potholes and the other to completely resurface. It was **RESOLVED** that the quotation from Nicholls Bros (Sussex) Ltd for resurfacing at a cost of £11460 + VAT be accepted.

91/18d **Cade Street Memorial Ground**

There were no matters to report.

91/18e **Broad Oak Recreation Ground**

There were no matters to report.

91/18f **Cross in Hand Village Hall**

There was nothing to report.

91/18g **Hardy Roberts Playing Fields**

Email received from Chairman – Heathfield and Waldron Rugby Club

The Rugby Club had requested permission to remove the hedge between the Cypress car park and the tennis club entrance. It was agreed that permission be granted, in consultation with the Council's contractor and the HRPF Association.

Permission was granted for a 3 phase power supply into the clubhouse.

With regard to funding, the Committee were unable to suggest access to funding or low-cost loans.

91/18h **Leeves Common Play Area**

There was nothing to report.

9118i **Sheepsetting Lane Recreation Ground**

There was nothing to report.

91/18j **Heathfield Community Centre**

(i) **NHS Charges and Payments**

The Committee noted the updated statement.

(ii) **Copies of quotes received for re-decorating the hall**

Two quotations had been received for re-decorating the Hall and it was **RESOLVED** to accept the quotation from D P Stacey in the sum of £725.

(iii) **Quote for ceiling blind**

The Committee agreed that three quotations should be obtained for the work and a budget should be identified.

(iv) **Community Healthchecks**

It was agreed that free use of a room for one day at the Community Centre should be allowed, to enable ToHealth to carry out free NHS healthchecks.

9118k **Waldron Recreation Ground**

There were no matters to report.

91/18l **Jubilee Park**

There was nothing to report.

91/18m **Skatepark**

There were no matters to report.

92/18 **LAND AT PUNNETTS TOWN**

It was agreed to investigate the expressions of interest already received and the legal document needed and invite bids from those interested.

93/18 **FENCING MATERIALS**

It was **RESOLVED** to ratify the purchase of fencing materials to be held in stock in the sum of £1500.00 + VAT.

94/18 **RISK ASSESSMENTS FROM GROUPS USING RECREATION GROUNDS**

It was agreed that risk assessments should be requested from groups using recreation grounds and that the possibility of providing a template for such use should be explored.

95/18 **TREE SURVEY**

Two quotations had been received in respect of tree surveys for Green Lane public open spaces, Skatepark, St Bartholomew's burial ground, land at Punnetts Town and Punnetts Town recreation ground. Site visits had taken place of the areas to be surveyed.

It was **RESOLVED** to accept the quotation from Ruskins Tree Consultancy in the sum of £1951.63 + VAT, including purchase of digital OS plans where necessary.

96/18 **GREEN LANE PUBLIC OPEN SPACES**

A request had been received from the owner of 39 The Oaks to remove some of the holly and laurel hedge at the bottom of her garden and site a skip on the Council's land to enable landscaping work to be carried out at her property.

It was agreed that the Council's contractor and the Chairman would carry out a site visit to assess the suitability of the works.

97/18 **DARCH'S WOOD**

There were no matters to report.

98/18 **HIGH STREET PLANTING**

It was reported that one of the trees outside the kebab shop looked dead.

99/18 **SEATS, LITTER BINS AND BUS SHELTERS**

A request had been received that a seat on Burwash Road, Broad Oak be removed. WDC had recently removed the bin beside the seat and the vegetation around the seat was overgrown.

The Committee did not agree to the removal of the seat but it was agreed that the hedge should be trimmed.

The Committee considered a quotation from Agrifactors (Southern) Ltd for deep cleaning 11 bus shelters at a cost of £880 plus VAT. It was **RESOLVED** that this work be carried out.

It was also **RESOLVED** to purchase four steel litter bins from Earth Anchors Ltd at a cost of £1504 plus VAT, delivery and installation.

100/18 **HIGH STREET FURNITURE**

There were no matters to report.

101/18 **MATTERS RAISED BY COUNCILLORS**

Councillor Kift – Trees in the Skatepark

A report had been circulated to the Committee regarding the condition of trees and hedgerow in the skatepark and suggested measures to improve visibility into the area and make it safer for users of the skatepark and the twitten.

The Committee agreed that a quotation should be obtained from Agrifactors for reinstating the hedgerow, thinning out the saplings on the footpath side of the skatepark from the entrance as far as the street light opposite Station Road West car park. A budget should be identified to enable the matter to be discussed at the next meeting. Consideration should be given to painting the railings, which were the responsibility of WDC.

With regard to mature trees, these would be covered by the tree survey which would take place shortly.

102/18 **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.

103/18 **RISK MANAGEMENT**

The Committee agreed that organisers of events on recreation grounds should be asked to provide risk assessments.

104/18 **DATE, TIME AND PLACE OF NEXT MEETING**

The next meeting will be held on Tuesday 18 September 2018 at 7.30 pm in the Parish Council Meeting Room, 73 High Street, Heathfield.

The meeting closed at 9.21 p.m.

Signed:

Chairman

Dated: