

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 20th November 2017** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: D Brindley *Chairman*, J Harris, G Maskell *Vice-Chairman*, R Maskell, B Page, A Smith, J Wilkins *Mayor*, D Wright

Also Present: Stella Newman, Deputy Town Clerk (*minutes*); Nancy Astley, Town Clerk

It was agreed to bring agenda item 8 Temporary Forest Activity Club in Chatsworth Park, forward as two of the people who want to run the club were present to give an insight into the club and answer Councillors questions.

1018. TEMPORARY FOREST ACTIVITY CLUB IN CHATSWORTH PARK

Yolandi Taylor and Claire Bullimore of Development Outdoors introduced themselves and advised they would like to start a Forest School for 4-11 year olds and possibly older people for a trial 6 months period which would fit in with key Government initiatives. Following questions from Councillors they confirmed that they would perform activities such as making wooden reindeers, use hand tools to saw wood and drill holes and build temporary shelters with tarps. They would use fire strikers and undertake cookery, foraging nettles for tea and teach students which berries are good. The activities would be risk assessed and undertaken by a level 3 forest school teacher who also holds first aid and is DBS checked. Cllr Smith advised that Chatsworth Park is a park and not a forest and asked why they had chosen this site and was advised it is close to where Yolandi lives and wants to do something for people in this area. They would like to hold a taster day on 21st December and then run 2 sessions a week, one after school and one on a Saturday. They would make a charge for the sessions but are not sure how much at this stage. Concerns were raised as to the impact this would have on the 2 local schools who also have forest school classes and the impact on the park. Cllr Wilkins advised she felt it would simply be having extra tuition in a subject. Cllr Smith would like to see a full business plan before making a decision and following discussion it was proposed by Cllr Page, seconded by Cllr Wilkins and **AGREED** that the taster day be held on 21st December from 10am – 2.30pm and that they provide a full business plan to be taken to the next meeting.

1019. PUBLIC QUESTION TIME

Peter Seed said that a possible forest school was discussed for the E Piece some time ago and he asked if anything had happened regarding that. The Town Clerk advised she had heard nothing further. Mr Seed also advised he thought the Tree Survey Report, agenda item 10, was very informative.

1020. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr T Armour as he was moving sheep and had been caught in traffic. This reason for absence was accepted. Cllr W Botting was also absent but no apologies were received.

1021. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

None.



1022. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 2nd OCTOBER 2017

Min 1012, p 2684 – Cllr Page asked if anything had been heard back from Moulands and the Town Clerk advised that she had made a proposal re hire, but they had not responded.

Min 1006, p 2682, Update on Playground Refurbishments – Cllr Smith asked why a meeting hadn't been set as requested at the last meeting. The Town Clerk advised she had not heard from Chris Bibb. Cllr Smith asked the Town Clerk to set up a meeting.

It was proposed by Cllr G Maskell, seconded by Cllr D Wright and unanimously **RESOLVED** that the minutes were a true record of the proceedings and were signed as correct by the Chairman, Cllr D Brindley.

1023. TO RECEIVE ACTION LIST

Min 952, p 2604, Radiator/heating works - Cllr R Maskell advised that he had been away so had not been able to check the system yet. Cllr Brindley advised he is available on a Saturday and a date will therefore be agreed shortly for Cllrs Maskell and Brindley to attend the Civic Centre and check the system.

The remainder of the action list was noted.

1024. TO RECEIVE INCOME AND EXPENDITURE TO 30th SEPTEMBER 2017

It was proposed by Cllr B Page, seconded by Cllr A Smith and **RECOMMENDED** that the following figures be accepted as correct – Amenities expenditure of £14,899 and income of £1,525 and Civic Centre expenditure of £20,879 and income of £16,159 up to 31st September 2017.

1025. VEOLIA FUNDING APPLICATION

The Town Clerk explained regarding the Veolia funding application she had made. Cllr Smith advised that Chris Bibb had already drawn up the specification and an application for a new muga unit to Veolia should not have been made. He explained that he wanted the Town Clerk to work closely with Chris Bibb on the playground refurbishments. Following discussion it was **agreed** not to progress with the Veolia funding application and a meeting of the playground refurbishment working party was set up at Chatsworth Park south playground to agree the final part of the specification.

1026. FORESTRY OUTDOOR SCHOOL SESSIONS

Following deliberation it was proposed by Cllr R Maskell, seconded by Cllr J Harris and **RECOMMENDED** that both Telscombe Cliffs primary school and Peacehaven Heights school be allowed to use Chatsworth Park for forestry school outdoor sessions, providing they both produce a satisfactory risk assessment and have their own insurance. It was also proposed by Cllr R Maskell, seconded by Cllr J Wilkins and **RECOMMENDED** that the Council buy 10 litter pickers for Telscombe Cliffs School to enable them to litter pick during their sessions in the park.

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1027. TO AGREE ACTIONS ON TREE SURVEY REPORT FOR CHATSWORTH PARK AND THE COPSE

The report from Richard Jackson Arboricultural Services was noted and following discussion it was proposed by Cllr A Smith, seconded by Cllr J Wilkins and **RECOMMENDED** that quotes be obtained to carry out the recommended works in the report and the quotes be brought back to the next meeting.

1028. TO AGREE ESTIMATE FOR POINTING ON SOUTH AND WEST WALLS OF CIVIC CENTRE

Following agreement at the last meeting, estimates had been sought for the pointing work required and following debate it was proposed by Cllr B Page, seconded by Cllr J Wilkins and **RECOMMENDED** that Complete Property Solutions be instructed to carry out the work for the sum of £875 plus VAT.

1029. TO CONSIDER USE AND ROOM HIRE COST FOR ROOM 6

Following discussion it was proposed by Cllr A Smith, seconded by Cllr J Wilkins and **RECOMMENDED** that, a) as the room has 2 access doors, it be divided with a stud partition wall with redecoration to be carried out as necessary b) the smaller side be used for storage, c) the larger side be turned into a 'comfy' room for hiring for events such as mediation meetings etc, with a hire charge of £11 per hour and the appropriate sofas and furniture be purchased.

1030. FUTURE EVENTS UPDATE INCLUDING FIREWORKS, CHRISTMAS MORNING AND ANY NEW IDEAS

Halloween – this year's event was a success and it was proposed by Cllr D Brindley, seconded by Cllr J Wilkins and **RECOMMENDED** that the event take place next year on Saturday 27th October, that Unique Kids Parties be hired to provide entertainment and tickets be charged at £3 each.

Fireworks – following lengthy discussion it was proposed by Cllr R Maskell, seconded by Cllr A Smith and **RECOMMENDED** that only fireworks be held on the day with no other events on the Tye, that the event be held on Saturday 8th September at 8.30pm and Frontier Fireworks be hired to provide the display at the best possible price the RFO could get.

Christmas morning – Cllr Botting was thanked for agreeing to attend the Civic Centre on Christmas morning and cook bacon rolls and for securing sponsorship for the event from Lower Hoddern Farm.

Legion of Honour Presentation – It was proposed by Cllr A Smith, seconded by Cllr J Wilkins and **RECOMMENDED** that a payment of up to £200 be made to Cllr Botting to provide food and drink at the presentation on 2nd December.

1031. BUSINESS PLAN UPDATE

Cllr Smith asked the Town Clerk to confirm again to LewesDC that we do not want to progress with devolution. Cllr Smith advised he will make the necessary updates to the business plan shortly.

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1032. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

Details of an incident that had recently occurred to a family at their property in Chatsworth Park had been emailed to Cllr Botting earlier in the day and forwarded to committee members for discussion. It was **agreed** that the Town Clerk visit the family and get full details.

There were no other urgent matters.

1033. EXCLUSION OF PRESS & PUBLIC

It was unanimously **RESOLVED** to exclude the Press and Public from the meeting during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

1034. TO APPROVE TENDER FOR TREE/HEDGE MAINTENANCE CONTRACT 2018-2021 IN PARKS AND PLAYGROUNDS

The report from the Town Clerk and tenders received were considered and it was proposed by Cllr A Smith, seconded by Cllr B Page and unanimously **RECOMMENDED** that EH Treecare be appointed for the next 3 years starting in April 2018 for the contract for hedge and tree maintenance in the sum of £6,410 plus VAT.

1035. TO APPROVE TENDER FOR GROUNDS MAINTENANCE CONTRACT 2018-2021 (GRASS CUTTING/LITTER COLLECTION) IN PARKS AND PLAYGROUNDS

The report from the Town Clerk and tenders received were considered and it was proposed by Cllr A Smith, seconded by Cllr B Page and unanimously **RECOMMENDED** that Burleys be appointed for the next 3 years starting in April 2018 for the contract for grounds maintenance in the sum of £5,708.08 plus VAT.

There being no further business the meeting closed at 9.41pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 22nd January 2018 at 7.30 pm