

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 21st May 2018** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: T Armour *Deputy Mayor*, D Brindley *Mayor*, J Harris, B Page, A Smith, D Wright and I Sharkey

Also Present: Stella Newman, Town Clerk and Bianca Buss, Amenities Officer (*minutes*)

1074. TO APPOINT A CHAIRMAN AND VICE CHAIRMAN

Cllr Page nominated Cllr G Maskell as Chairman of the committee. Cllr Armour seconded the proposal and Cllr G Maskell was unanimously elected as Chairman.

Cllr Smith proposed Cllr Armour as Vice Chairman of the committee, seconded by Cllr Wright and Cllr Armour was unanimously elected as Vice Chairman.

1075. PUBLIC QUESTION TIME

No questions.

1076. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr G Maskell and Cllr R Maskell, who were both on leave and this reason for absence was accepted. In Cllr G Maskell's absence, Cllr Armour as Vice-Chairman chaired the meeting.

1077. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

Cllr Brindley advised that he knew one of the contractors who has quoted for agenda item 9.

1078. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 26th MARCH 2018

It was proposed by Cllr A Smith, 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 Vice Chairman, Cllr T Armour.

1079. TO RECEIVE ACTION LIST

The Town Clerk shared before and after pictures of the Copse fencing work from Min 1065, Page 2766. All actions were noted by the Committee.

1080. TO RECEIVE INCOME AND EXPENDITURE TO 31st MARCH 2018

It was proposed by Cllr Smith, seconded by Cllr Page and **RECOMMENDED** that the following figures be accepted as correct – Amenities expenditure of £33,031 and income of £3,367- and Civic Centre expenditure of £40,241 and income of £34,122 to 31st March 2018.

1081. CAR PARK CONTROL MEASURES

The Town Clerk provided estimates from three companies for a manual operated barrier and bollards, alongside permanent signs. Cllr Armour queried the dynamics of the barrier and the Town Clerk confirmed that most of the time the barrier would be locked in an upright

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1081. Contd. Car Park Control Measures

position, but that it could be locked shut at any time. Bollards will run alongside the current disabled bay to stop cars driving around the barrier. There will also be signage confirming “This Car Park May Be Locked at Any Time and Private Car Park for Civic Centre Users Only, No Unauthorised Parking”. Once the barrier has been installed, the car park spaces will need to be re-painted. It was proposed by Cllr Wright, seconded by Cllr Harris and unanimously **RECOMMENDED** that the estimate from Frontline Automation in the sum of £2,377 plus VAT for supply and installation of the barrier, bollards and signage be accepted.

1082. PARTITION WALL FOR ROOM 6 UPDATE

Cllr Brindley took no part in the discussion as he had declared an interest in this particular Agenda item. The remaining Committee members considered the information provided and it was proposed by Cllr Harris, seconded by Cllr Smith and **RECOMMENDED** to proceed with the estimate from Drew Stevenson at £1,528, including the double sound block plasterboard.

1083. FUTURE EVENTS

Fireworks (Saturday 8th September 2018) – The Town Clerk confirmed that Sussex Events can provide 8 support staff including a manager for £250 to marshal the event and a PA system for £375, total £630 plus VAT. It was unanimously **agreed** to book Sussex Events. The Committee also unanimously **agreed** that parking will be provided on the Tye, with assistance provided by the Councillors.

Macmillan Coffee Morning (Thursday 27th September 2018) – It was unanimously **agreed** to host this event to raise funds for Macmillan.

Halloween (Saturday 27th October 2018) – The Town Clerk confirmed that this event has been booked at a cost of £150, and that the ticket price will be £3 per person.

Christmas Morning – Cllr Brindley and Cllr Armour volunteered to run this event. It will cost approximately £60, unless we can find a sponsor, as in previous years.

Monthly Bingo evenings – Cllr Brindley as our newly appointed Mayor confirmed he would like to continue with the bingo fundraising evenings.

Any new ideas – Cllr Wright suggested that once the playground refurbishments have finished, that the Council request a Royal Visit to officially open the playgrounds. The Town Clerk informed the Committee that following a recent meeting with the Lord Lieutenant of East Sussex, Peter Field, he had advised her that it is a simple process of filling in a form to make a request. It was therefore proposed by Cllr Wright, seconded by Cllr Harris and unanimously **RECOMMENDED** to place a request in for a Royal Visit.

1084. UPDATE ON PLAYGROUND REFURBISHMENTS

The Town Clerk informed the Committee that the playground refurbishments have started at Chatsworth Park South and are due to finish on 18th June 2018. The refurbishments for Chatsworth Park North and Robert Kingan playground are due to start 11th June 2018, and finish by 16th July 2018. Cllr Smith thanked the Town Clerk for the hard work she had put in

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1084. Contd. Update on Playground Refurbishments

and offered to organise an opening with the local press, as the works are due to be finished before the next Amenities and Civic Centre Meeting. The Town Clerk suggested that the Council ask the local School Children to come along to the opening and will organise this with Cllr G Maskell.

1085. TO CONSIDER REDUCING HEIGHT OF HEDGE AT CHATSWORTH NORTH PLAYGROUND

There was deliberation amongst the Committee if the hedge should be reduced to the top of the fence line or completely removed. If fully removed, privacy will be lost between the public and children using the park, but will be more likely to stop vandalism. Cllr Smith suggested that Councillors and the Town Clerk visit the site to aid the decision making process, and the decision be delegated to those Councillors at the site visit. A date and time is to be confirmed after the meeting had finished.

1086. HEDGE DAMAGE AT ROBERT KINGAN PLAYGROUND

It was proposed by Cllr Armour, seconded by Cllr Smith and unanimously **RECOMMENDED** to allow the resident from Chailey Crescent to place notices on our trees at Robert Kingan playground requesting people not to drive over the kerb on the corners.

1087. TO CONSIDER PROVISION OF LITTER BIN OUTSIDE LOCAL PET SHOP/VETS

The Committee considered the request to provide a litter bin outside the local vets shop on the South Coast Road. It was noted that the shop will provide bin liners and empty the bin themselves so this will not be the responsibility of the Council. There was discussion that providing the bin would set a precedent for other businesses. It was proposed by Cllr Brindley, seconded by Cllr Harris and unanimously **RECOMMENDED** to provide a blue bin to the shop at a cost of £168 on the proviso that the shop arrange and pay for installation and provide bin liners and empty the bin themselves.

1088. TO CONSIDER ASSISTANCE FOR CHARITY FUNDRAISING EVENT

It was proposed by Cllr Brindley, seconded by Cllr Page and unanimously **RECOMMENDED** that Cllr R Maskell can use the Council's laptop for the charity fundraising event hosted by the local line dancing group, if it remains in his possession only and the Council will also provide bingo cards.

1089. TO CONSIDER REPAIR TO INSCRIPTION OF WEATHER VANE

Cllr Armour requested that the Town Clerk get estimates for providing a plaque for the weather vane rather than having the inscription re-done and bring the prices back to the next meeting. This was unanimously agreed.

1090. TO CONSIDER REPAIRS TO BENCH NEXT TO THE WEATHER VANE

Bianca reported that she had been out to visit the bench with the Caretaker, M Evans, who had confirmed he can fix the seat by adding spurs to the back of the chair with sleeper screws at an approximate cost of £60. It was proposed by Cllr Page, seconded by Cllr Harris and unanimously **RECOMMENDED** that the works be carried out by the Caretaker as above.

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1091. REPLACEMENT OF NOTICEBOARD IN AMBLESIDE AVENUE

It was proposed by Cllr Wright, seconded by Cllr Brindley and unanimously **RECOMMENDED** to replace the noticeboard in Ambleside Avenue with a Weathershield dark blue board at a cost of £471 plus VAT, plus installation at an estimated cost of £200.

1092. TO CONSIDER ESTIMATE FOR TREE WORKS ADJACENT TO 27 KIRBY DRIVE

It was proposed by Cllr Brindley, seconded by Cllr Harris and unanimously **RECOMMENDED** to instruct EH Treecare to carry out tree works for £480 plus VAT as per their estimate.

1093. BUSINESS PLAN UPDATE

The Committee noted the Business Plan update.

1094. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

Cllr Brindley reported that a child was recently hit at Telscombe Cliffs Way outside the school by a re-routed bus, and would like it added to the next Town Crier newsletter that any antisocial driving can be reported to Operation Crackdown. It was **agreed** to add this request to the next Planning & Highways Meeting.

Cllr Page informed the Committee that a previous Town Crier newsletter from April/May 2016 reported that more information regarding the memorial garden will be announced shortly, but nothing else was revealed thereafter. The Town Clerk confirmed that it was previously decided that the Council would not officially open the garden, but maintenance is included in the new grounds maintenance contract, and that in future the Town Crier newsletter will be further regulated.

There being no further business the meeting closed at 9.06 pm.

Signed.....
CHAIRMAN

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