

# TELSCOMBE TOWN COUNCIL



To: Chairman and Members of the  
Amenities & Civic Centre Committee:-  
Cllr T Armour *Deputy Mayor*, D Brindley *Mayor*,  
Cllr J Harris, Cllr G Maskell, Cllr R Maskell,  
Cllr B Page, Cllr I Sharkey, Cllr A Smith,  
Cllr D Wright

Telscombe Civic Centre  
360 South Coast Road  
Telscombe Cliffs  
BN10 7ES  
Tel: 01273 589777  
[www.telscombetowncouncil.gov.uk](http://www.telscombetowncouncil.gov.uk)

19<sup>th</sup> November 2018

Dear Sir/Madam

You are summoned to attend a meeting of the **Amenities & Civic Centre Committee** which will be held on **Monday 26<sup>th</sup> November 2018** in Telscombe Civic Centre at **7.30 pm** when it is proposed to transact the following business.

Yours faithfully

Stella Newman  
Town Clerk/RFO

## AGENDA

1. Public question time - members of the public are welcome to attend and may ask questions relevant to the Committee at the commencement of the meeting for a period of fifteen minutes.
2. Apologies for absence and substitutions
3. To receive Members' declarations of interest
4. To discuss and approve minutes of the meeting held on Monday 24<sup>th</sup> September 2018 - *attached*
5. To receive action list – *attached*
6. To receive Income & Expenditure to 30<sup>th</sup> September 2018 – *attached*
7. To consider alterations to bridge on multi-unit at Robert Kingan playground – *see attached*
8. To agree actions on tree survey report for Chatsworth Park & The Copse – *see attached*
9. To consider Fairlight Manor using Civic Centre as emergency evacuation centre – *see attached*
10. Future events including Christmas Coffee Morning and Fireworks – *see attached*
11. Business Plan update – *see attached*
12. Urgent matters at the discretion of the Chairman for noting

***The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends a meeting and objects to being filmed should advise the Clerk (in advance) who will instruct that they are not included in the filming.***

*Date for next meeting of the Committee – January 2019*

# TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 24<sup>th</sup> September 2018** in Telscombe Civic Centre at 7.30 pm.

**PRESENT** Councillors: J Harris, G Maskell *Chairman*, R Maskell,  
B Page, A Smith & D Wright

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

## **1113. PUBLIC QUESTION TIME**

There were no questions, but a member of the public arrived late and the Chairman allowed them to ask a question when they arrived – see minute 1116.

## **1114. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Cllr's Armour, Brindley and Sharkey were absent, but no apologies were received.

## **1115. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST**

None.

## **1116. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 23<sup>rd</sup> JULY 2018**

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

*7.35pm A member of the public arrived late and wanted to ask a question. Cllr G Maskell as Chairman agreed to adjourn the meeting to take questions.*

A member of the public asked a question in relation to Agenda Item 11 – Business Plan Update. He noted that Item 9 Land Plots on A259 had been discontinued and wanted to know the reasons behind the decision. Cllr Smith confirmed that following investigation it was not viable to do anything with the two land plots owned by the Council and a decision had therefore been made to discontinue investigations.

*The meeting recommenced.*

## **1117. TO RECEIVE ACTION LIST**

Min 1027, p 2704, Actions on Tree Survey Report – The Town Clerk asked the Amenities Officer to chase the Caretaker for the chopping of logs outside Chatsworth Park South.

Min 1081, p 2790, Car Park Control Measures – The Town Clerk confirmed that the barrier works had been completed that day.

Cllr Smith thanked the Town Clerk for all her hard work and being on top of all elements as the Action List shows. Cllr G Maskell agreed.

## **1118. TO RECEIVE INCOME AND EXPENDITURE TO 30<sup>th</sup> JULY 2018**

Cllr Smith asked the Town Clerk to place the profit and loss spreadsheet for the Community Flock on the Telscombe Town Council Website. Cllr Page requested that we include a 'Community Flock Update' to include the sheep numbers in future Telscombe Town Crier newsletters.

# TELSCOMBE TOWN COUNCIL



## 1118. To Receive Income and Expenditure to 30<sup>th</sup> July 2018

It was unanimously **agreed** that the income and expenditure figures at 30<sup>th</sup> July 2018 be accepted as correct.

## 1119. TO CONSIDER CHATSWORTH NORTH PLAYGROUND FENCING QUOTATIONS

The Town Clerk was able to provide a breakdown of works for the local contractor as follows; £5,885 for removing and replacing the fence, £1,000 for the hedge removal and £640 for the pathway works, total £7,525. Unfortunately no breakdown had been received for the quotation by Playsafe totalling £8,149. The Town Clerk confirmed that the Caretaker had provided a quote to scrape off the wetpour skim from the tarmac path and fill in gaps at the edges with tarmac at a much cheaper rate of £150.00.

There was much discussion regarding the works and the Committee felt that although Playsafe were more expensive, they would be the preferred option as they had carried out all works in the three playgrounds so far. It was proposed by Cllr Page, seconded by Cllr Smith and **RECOMMENDED** that the Caretaker carry out the pathway works at the rate of £150 and that Playsafe carry out the remainder of the works; a breakdown of costs to be obtained from Chris Bibb at LewesDC for the Playsafe quotation, the cost of the pathway works be deducted and they be asked if they would reduce their rate on the proviso that they carry out the works at both Chatsworth Park North and Robert Kingan Playground, with a maximum spend of £7,800.

## 1120. TO CONSIDER ROBERT KINGAN PLAYGROUND GATE QUOTATIONS

The report from the Town Clerk was considered and it was proposed by Cllr Wright, seconded by Cllr Smith and unanimously **RECOMMENDED** that the Playsafe quotation of £3,892 be accepted for removal of one single leaf gate and one double leaf gate and replacement with metal hydraulic self-closing gates, with powder coated yellow finish.

## 1121. UPDATE ON PLAYGROUND REFURBISHMENTS

Cllr G Maskell reported that she had attended a playground inspection at all three playgrounds with Chris Bibb and the Amenities Officer and wanted to thank the Amenities Officer for putting together a spreadsheet with all outstanding works. Cllr G Maskell stated that she had asked the Amenities Officer to look into prices for play-sand as the liner in the sand pit in Chatsworth Park South is already showing. The Amenities Officer confirmed she has requested prices and will confirm the rate once received.

Cllr Page asked if there was an update on the log seating going onto the Tye. The Town Clerk advised that this has now been actioned.

The Committee felt that there should be an official opening of Chatsworth Park North, and asked the Amenities Officer to contact the Mayor to check his availability and then advise the Committee members accordingly. Hopefully children from Telscombe Cliffs Primary School would be able to attend also.

The Amenities Officer confirmed that following the recent inspection, she had asked Chris Bibb to obtain a quotation at Chatsworth Park South playground for grass matting at the swings next to the basketball court, as it currently does not meet with the relevant standards. He had estimated the cost based on Matta Product prices of approximately £1,800-£2,000, to



# TELSCOMBE TOWN COUNCIL

## **1121. Update on Playground Refurbishments (Contd)**

include 14 square meters of matting at each end of the swing, removal of the timber edging and filling in the remaining holes with soil.

It was proposed by Cllr R Maskell, seconded by Cllr Page and unanimously **RECOMMENDED** that works be carried out by Matta Products at a maximum cost of £2,000.

## **1122. FUTURE EVENTS**

All future events were noted. Cllr G Maskell confirmed that any raffle prizes for Macmillan would be gratefully received and advised that the Council will hold a boozy bingo and Christmas party on 14<sup>th</sup> December.

## **1123. BUSINESS PLAN UPDATE**

Cllr Smith was happy to report that all actions on the Business Plan had been completed.

## **1124. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING**

The Amenities Officer reported that East Sussex Highways had informed her that Peacehaven Town Council were investigating the possibility of having Christmas lights along the South Coast Road for Christmas 2019 and asked if Telscombe Town Council would also be interested in this. The Amenities Officer confirmed she wanted to raise this now as we are only a few weeks away from setting up next year's budget and the next meeting might be too late. East Sussex Highways had advised that if interested, we would need to apply for a license to attach lights to the street columns, make sure we have public liability insurance to cover ourselves and have a high level socket installed in each light column that would have the lights attached. Cllr Page highlighted that the costs would be extremely high and would set a precedent for future years. The other Committee members agreed to not follow this up.

Cllr Smith thanked the staff for organising the firework event and reported it had run smoothly without the parking on the Tye. It had proved to be a popular local event.

There being no further business the meeting closed at 8.30 pm.

Signed.....  
CHAIRMAN

*NB Next meeting of the Committee - Monday 26<sup>th</sup> November 2018 at 7.30 pm*

## Agenda Item 5 - Amenities and Civic Centre Action List for 26<sup>th</sup> November 2018

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
21.5.18	Min 1081, p 2790 – car park control measures	SN	Work now complete and barrier installed.	n/a
23.7.18	Min 1105, p 2814 – To agree quote for tree surveys	BB	Richard Jackson has undertaken the surveys and a report is awaited. This will be brought to the next meeting for action. <b>Report on agenda for meeting on 26<sup>th</sup> November.</b>	Autumn 2018
23.7.18	Min 1106, p 2814 – Playground inspection training for Bianca Buss	BB	Bianca has been booked on a course in Sittingbourne in January.	January 2019
23.7.18	Min 1108, p 2815 – to consider quotes for plaque for weather vane	SN	Plaque received and due to be installed shortly.	n/a
23.7.18	Min 1109, p 2815 – to consider increase in room hire charges	SN	Increase agreed at full Council on 19 <sup>th</sup> September and will be implemented from 1 <sup>st</sup> April 2019.	April 2019
24.9.18	Min 1118, p 2848 -Income & Expenditure to 30 <sup>th</sup> July 2018	SN	As requested, the profit and loss spreadsheet for the community flock has been put on the Council's website. Flock update to be put in next newsletter.	February 2019
24.9.18	Min 1119, p 2849 – To Consider Chatsworth North Playground Fencing Quotations	SN	Playsafe were approached and savings achieved. Breakdown of Playsafe estimate – pathway works £550. <i>Work carried out as agreed at last meeting by caretaker at cost of £150 – saving £400.</i> Fence and hedge removal estimate £2491 – revised cost £2,428. Supply & install new fence and gates estimate £4,670 – no change. Site set up estimate £438 – revised cost £388. Saving of £113. Materials are on order.	February 2019
24.9.18	Min 1120, p 2849 – To Consider Robert Kingan Playground Gate Quotations	SN	Playsafe were approached and they agreed a revised price of £3,641, a saving of £251. Materials are on order.	February 2019
24.9.18	Min 1121, p 2849 – Update on Playground Refurbishments	SN	Estimate from Matta Products to replace surfacing under swings at Chatsworth Sth (max cost £2,000) agreed at last meeting. Chris Bibb at Lewes DC since confirmed we do not need as much matting as originally estimated, so price reduced to £1,206.98. Surfacing ordered and awaiting delivery/fitting.	February 2019

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b><u>Amenities</u></b>								
<b><u>105 Town Events</u></b>								
4362	Fireworks & Town Entertainment	2,380	4,522	4,600	78		78	98.3 %
4365	Entertainment consumables	0	0	300	300		300	0.0 %
4366	Wave Leisure	0	1,500	1,500	0		0	100.0 %
	Town Events :- Expenditure	<b>2,380</b>	<b>6,022</b>	<b>6,400</b>	<b>378</b>	<b>0</b>	<b>378</b>	<b>94.1 %</b>
1012	Income miscellaneous	10	30	0	30			0.0 %
1054	Income entertainment	0	0	300	-300			0.0 %
	Town Events :- Income	<b>10</b>	<b>30</b>	<b>300</b>	<b>-270</b>			<b>10.0 %</b>
<b><u>201 Parks, Open Spaces/Playgrounds</u></b>								
4098	PlayEquipment Replacement – <i>see income below</i>	0	113,893	22,000	-91,893		-91,893	517.7 %
4100	Playgrounds Spare Parts	0	919	2,000	1,081		1,081	45.9 %
4101	Grounds Maintenance	1,146	5,288	25,000	19,712		19,712	21.2 %
4103	Playground Inspections+ROSPA	195	780	2,600	1,820		1,820	30.0 %
4328	Joint litter/dog bin emptying	0	0	2,200	2,200		2,200	0.0 %
	Parks, Open Spaces/Playgrounds :- Expenditure	<b>1,341</b>	<b>120,880</b>	<b>53,800</b>	<b>-67,080</b>	<b>0</b>	<b>-67,080</b>	<b>224.7 %</b>
1061	Income miscellaneous – <i>CIL &amp; S106</i>	0	91,893	0	91,893			0.0 %
	Parks, Open Spaces/Playgrounds :- Income	<b>0</b>	<b>91,893</b>	<b>0</b>	<b>91,893</b>			
<b><u>202 Amenities General</u></b>								
4351	Seats and Notice Boards	0	649	2,000	1,351		1,351	32.5 %
	Amenities General :- Expenditure	<b>0</b>	<b>649</b>	<b>2,000</b>	<b>1,351</b>	<b>0</b>	<b>1,351</b>	<b>32.5 %</b>
	Amenities :- Expenditure	<b>3,721</b>	<b>127,551</b>	<b>62,200</b>	<b>-65,351</b>			<b>205.1 %</b>
	Income	<b>10</b>	<b>91,923</b>	<b>300</b>	<b>91,623</b>			<b>30641.2</b>

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b>Civic Centre</b>								
<b>301 Civic Building</b>								
4401	General Repairs	0	858	3,250	2,392	2,392	26.4 %	
4402	Consumable Supplies	46	210	900	690	690	23.3 %	
4403	Equipment Maintenance	351	933	1,900	967	967	49.1 %	
4404	External/Internal Decorating	0	9	1,000	991	991	0.9 %	
4406	Refuse collection	0	440	900	461	461	48.8 %	
4407	Equipment	2	1,170	1,600	430	430	73.1 %	
4411	Rates	1,160	6,960	14,500	7,540	7,540	48.0 %	
4412	Water and Sewage – pd for the year	0	1,695	1,700	5	5	99.7 %	
4413	Electricity	0	304	2,300	1,996	1,996	13.2 %	
4414	Gas	84	881	2,000	1,119	1,119	44.0 %	
4417	Internal Works	0	1,730	3,500	1,770	1,770	49.4 %	
	Civic Building :- Expenditure	<b>1,642</b>	<b>15,188</b>	<b>33,550</b>	<b>18,362</b>	<b>0</b>	<b>18,362</b>	<b>45.3 %</b>
1000	Income Civic Centre	5,111	16,230	35,000	-18,770		46.4 %	
	Civic Building :- Income	<b>5,111</b>	<b>16,230</b>	<b>35,000</b>	<b>-18,770</b>		<b>46.4 %</b>	
<b>302 Civic Building Loan</b>								
4060	Loan Accounts	0	5,366	11,000	5,634	5,634	48.8 %	
	Civic Building Loan :- Expenditure	<b>0</b>	<b>5,366</b>	<b>11,000</b>	<b>5,634</b>	<b>0</b>	<b>5,634</b>	<b>48.8 %</b>
	Civic Centre :- Expenditure	<b>1,642</b>	<b>20,554</b>	<b>44,550</b>	<b>23,996</b>		<b>46.1 %</b>	
	Income	<b>5,111</b>	<b>16,230</b>	<b>35,000</b>	<b>-18,770</b>		<b>46.4 %</b>	

<b><u>AGENDA ITEM</u></b>	<b>7</b>
<b><u>COMMITTEE</u></b>	<b>Amenities &amp; Civic Centre</b>
<b><u>REPORT FROM</u></b>	<b>Amenities Officer</b>
<b><u>MEETING DATE</u></b>	<b>26<sup>th</sup> November 2018</b>
<b><u>SUBJECT</u></b>	<b>To consider alterations to bridge on multi-unit at Robert Kingan Playground</b>

## **1. INTRODUCTION**

There have been two separate reports from residents that their children have been injured from getting their feet stuck on the slat bridge on the new multiplay-unit at Robert Kingan Playground.

## **2. INFORMATION**

Chris Bibb at Lewes District Council has contacted the supplier, Playsafe, who have visited the site. Their conclusion is as follows:-

'Whilst the spacings between the bridge slats are a maximum of 89mm the chain support system allows a lot of flexibility combined with variable spaced support ropes which results in the bridge being very challenging.

This would appear to be too challenging for the age groups using this piece of equipment.

Having looked at the options our proposal would be to replace this bridge with a less flexible, rope (steel cored) supported, slat bridge with additional support ropes reducing the challenge.'

## **3. RECOMMENDATION**

To agree to the works as per Playsafe's recommendation.

## **4. FINANCIAL IMPLICATIONS**

None. Playsafe have advised that:-

'We would be prepared to undertake this at our own cost as this is now going to be included as an option for proposals to similar sites.'



<b><u>AGENDA ITEM</u></b>	<b>8</b>
<b><u>COMMITTEE</u></b>	<b>Amenities &amp; Civic Centre</b>
<b><u>REPORT FROM</u></b>	<b>Amenities Officer</b>
<b><u>MEETING DATE</u></b>	<b>26<sup>th</sup> November 2018</b>
<b><u>SUBJECT</u></b>	<b>To agree actions contained within the Tree Survey Report for Chatsworth Park &amp; The Copse</b>

## **1. INTRODUCTION**

It was agreed at the meeting on 23<sup>rd</sup> July to instruct Richard Jackson to undertake another tree inspection and submit a survey report for Chatsworth Park and The Copse at a cost of £650.

## **2. INFORMATION**

Richard Jackson's self-explanatory report is attached. On page 2 of the summary for Chatsworth Park, it will be seen that removal of the Pine tree recommended in last year's report has not been carried out. Unfortunately when the contractors attended site to carry out the work, nesting pigeons were present and this happened on several other occasions throughout the summer. Despite the nesting season now being over, unfortunately the contractors have not managed to schedule in the work yet.

## **3. RECOMMENDATION**

It is recommended that the suggested actions in the report be undertaken and that estimates be obtained, including for removal of the Pine tree still outstanding from last year. Estimates will be brought back to the next meeting for agreement.

It is also recommended to authorise Richard Jackson to contact LewesDC for consent to remove Sycamore tree T26 at The Copse, see page 3 of his report.

## **4. FINANCIAL IMPLICATIONS**

Costings are unknown at this stage.

**Richard Jackson** (TechArborA), PTI, CAS.

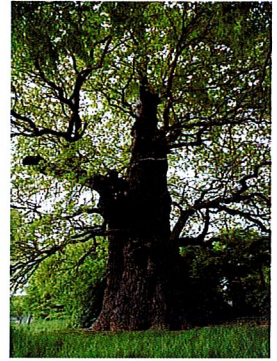
## Arboricultural Services.

Arboricultural Consultancy. Tree Surveys and Inspections.

Woodland Management. Planning Services.

**TREE SURVEY AND REPORT FOR CHATSWORTH PARK**

**AND THE COPSE, TELSCOMBE CLIFFS, EAST SUSSEX.**



**Ref:** TTC/4/RAJ/18

**Client:** Telscombe Town Council, Telscombe Civic Centre, 360 South Coast Road,  
Telscombe Cliffs, East Sussex BN10 7ES.



**Location:** Chatsworth Park, Ambleside Avenue BN10 7LN and The Copse, Telscombe Cliffs Way, BN10 7DP, Telscombe Cliffs, East Sussex.

**Inspection Date:** 11th, 14th and 28th September 2018.

**Report by:** Richard Jackson (TechArborA).

**Instructions Received:** Richard Jackson Arboricultural Services has been instructed by Telscombe Town Council to survey the trees at Chatsworth Park and The Copse. Compile findings, recommendations, and present in a report.



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Email: [dickyjackson@btinternet.com](mailto:dickyjackson@btinternet.com)

15 Cornford Close, Burgess Hill, West Sussex RH15 8TJ. Tel: 01444 870798 or 07927 154914.

**The statements in this Report do not take into account the effects of extremes of climate, vandalism or accident whether physical, chemical or fire. Richard Jackson cannot therefore accept any liability in connection with these factors, nor where prescribed work is not carried out in a correct and professional manner in accordance with good current practice. The authority of this Report ceases at any stated time limit within it, or if none is stated, after two years from the date of the inspection or survey or when any site conditions change, or pruning or other works unspecified in the Report are carried out to, or affecting the subject tree(s), whichever is the sooner.**

**Purpose and Scope of the Report.** Richard Jackson Arboricultural Services has been instructed by Telscombe Town Council to survey the trees at Chatsworth Park and The Copse. The results of the survey are to be presented in a Report with recommendations and guidance for work to, and future management of the trees. The authority of the Report is valid for twelve month from the date of the Report.

**Summary. Chatsworth Park:** The recommendations from the previous survey have been successfully carried out apart from the removal of the Pine tree adjacent to the southern play area. The delay in removal has been due to nesting birds within the trees canopy.

The majority of the trees at Chatsworth Park are showing good vitality and continue to provide a pleasant and pleasing environment within the parkland setting which is well used by residents and the local schools.

Grey Squirrel (*Sciurus carolinensis*) damage in the form of bark stripping continues and is responsible for the demise of many young trees. The squirrels strip the bark in trees which have soft and smooth bark such as Sycamore (*Acer pseudoplatanus*) and Poplar (*Populus sp.*). The area around and above the damage, becomes dysfunctional and dies, leading to die back in the branch or the upper part of the tree. Subsequently the wood becomes brittle and subjected to high winds, may fracture or fail completely.

Unfortunately this activity by Squirrels puts the young trees in jeopardy and the trees which should be the mature trees of the future in the parkland may not be there. Noticeable damage may be seen in six areas with scattered damage throughout the site.

At the time of the survey there is fortunately still no indication of Ash Dieback (*Hymenoscyphus fraxineus*), being found at Chatsworth Park. The biology of the disease and its spread has been explained in the previous report of 2017.

In Area 8 a shelter, or bothy, has been constructed, complete with refrigerator. The construction method employed, resulted in branches and small trees being broken off which is unfortunate.

A fire in Area 9 has resulted in fire damage to some of the young Holm Oak. The condition of the trees needs to be monitored and dead trees removed as necessary.

The hedgerow at the north part of Chatsworth Park along Kirby Drive may need reducing on the roadside to comply with statutory requirements following next years growing season.

Future works to consider are the management of the trees around the playgrounds. The Pines to the west of playground south are heavily weighted over the play area. It may be prudent to reduce the weight in some of these extended limbs at some point in the near future. In addition the Poplars and Sycamores on the southern side may be similarly treated.

The same treatment could be carried out to the line of Pines to the east of playground north.

**The Copse.** The removal of the Ivy from many of the trees has been completed, which will encourage the crowns of the trees to develop and reduce the loading on the tree. Natural regeneration is apparent due to the removal of some trees after the initial survey which is encouraging, and will bring diversity to the woodland.

Litter continues to be dumped into the woodland and is most noticeable at the Bush Close end of the woodland.

The removal of the Ivy has revealed that T26 has substantial decay in the main stem, and as it leans towards the path, I believe it should be felled rather than crown reduced. I will be willing to seek the necessary consent from Lewes DC on behalf of the Town Council.



The Copse, the Ivy removal will encouraged the crowns of the trees to develop.



The Copse, area of decay in T26 revealed since Ivy removal.



Young White Poplar dying back due to Squirrel damage.

## RECOMMENDED WORKS.

### CHATSWORTH PARK.

Item	Area	Actions
1	A2	Fell 1no Pine. DBM 1000mm. Insecure branch unions following previous branch failure. Outstanding from previous survey.
2	A5	Remove small broken branch from Field Maple lodged over desire line path.
3	A10	Clear and reduce vegetation along path edge to give adequate clearance.
4	A13	Clear and reduce vegetation along path edge to give adequate clearance.
5	A17	Poplar: split trunk leaning into adjacent tree – remove.
6	A18	Willow: broken branch – make safe.
7	A24	Holm Oak: dead -fell
<b>Monitor. (Highlighted Yellow)</b>		
8	A3	T1 Sycamore in decline. G1 White Poplars: die back from squirrel damage. T2 Sycamore: monitor condition, may need further reduction.
9	A9	Fire damage to young Holm Oak.
10	A11	Squirrel damage to young trees some dying.
11	A12	Squirrel damage to young trees some dying.
12	A15	White Poplar in decline, squirrel damage.
13	A17	Die back in trees due to squirrel damage.
14	A18	Die back in trees due to squirrel damage.
15	A20	The northerly Pine of the row east of the play area, monitor condition.

### THE COPSE.

T26	Sycamore: substantial decay in stem. Leans towards path, - fell. Exempt from TPO due to condition. Notification of intent to fell to be sent to Lewes DC.
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Please let me know if there are any points which need clarifying, or any other matters with which I may be of assistance.

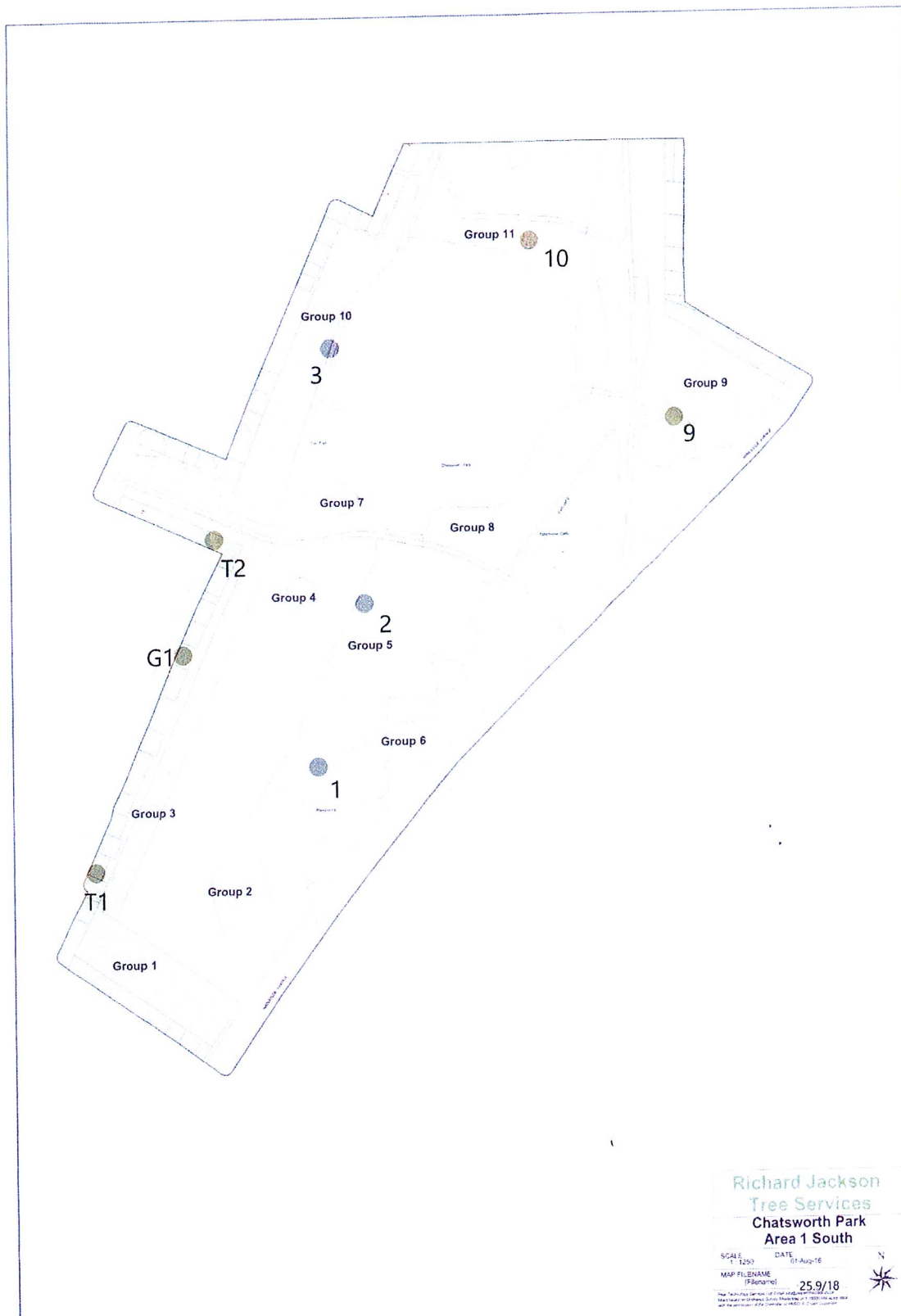
Kindest regards,

*RA Jackson*

Richard Jackson (TechArborA) CAS.

28<sup>th</sup> September 2018.

**TREE WORK SCHEDULE and MONITORING SOUTH.**

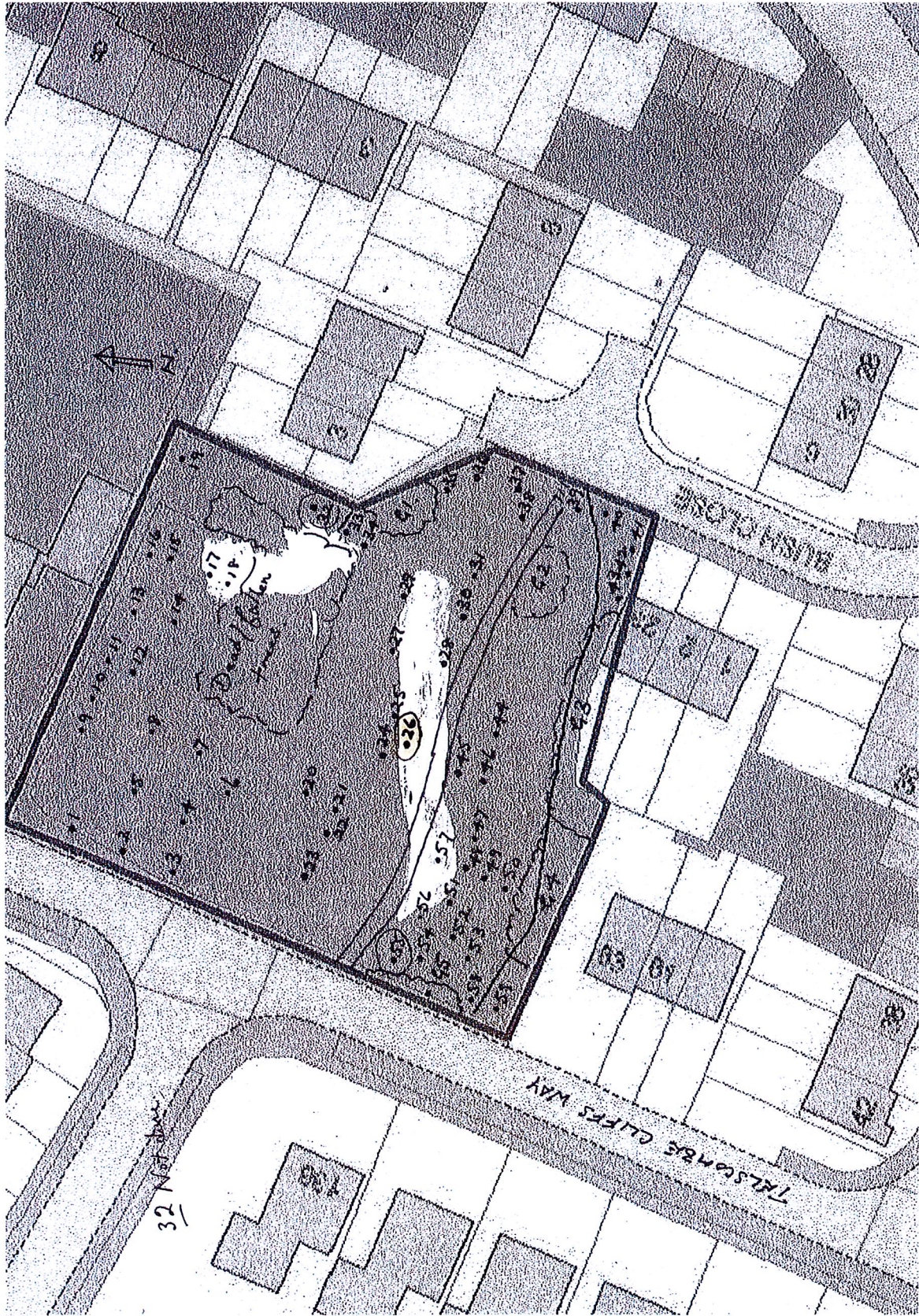


# TREE WORK SCHEDULE and MONITORING NORTH.





TREE REMOVAL AT THE COPSE (T26).



<b><u>AGENDA ITEM</u></b>	<b>9</b>
<b><u>COMMITTEE</u></b>	<b>Amenities &amp; Civic Centre</b>
<b><u>REPORT FROM</u></b>	<b>Town Clerk</b>
<b><u>MEETING DATE</u></b>	<b>26<sup>th</sup> November 2018</b>
<b><u>SUBJECT</u></b>	<b>To consider Fairlight Manor Care Home using Civic Centre as an emergency evacuation centre</b>

## **1. INTRODUCTION**

The Manager of Fairlight Manor Care Home has approached me and requested if the Civic Centre could be used as an emergency evacuation centre.

## **2. INFORMATION**

Fairlight Manor is registered to accommodate up to 19 people who require support with their personal care. The home primarily cares for older people living with dementia.

Whilst the request would seem reasonable in principle, in reality it would not work. The Civic Centre has regular bookings during the day, evenings and weekends for various functions. An emergency situation could arise at any time of day and night, and with hirers in the Civic Centre, it would not be feasible to accommodate up to 19 people for an emergency evacuation.

Similar requests have been received in the past and turned down.

## **3. RECOMMENDATION**

It is recommended to decline the request.

## **4. FINANCIAL IMPLICATIONS**

None.

<b><u>AGENDA ITEM</u></b>	<b>10</b>
<b><u>COMMITTEE</u></b>	<b>Amenities &amp; Civic Centre</b>
<b><u>REPORT FROM</u></b>	<b>Town Clerk/RFO</b>
<b><u>MEETING DATE</u></b>	<b>26<sup>th</sup> November 2018</b>
<b><u>SUBJECT</u></b>	<b>Future Events including Christmas coffee morning and fireworks</b>

### **1. INTRODUCTION**

At the moment we have confirmed the following events at previous meetings and arrangements are in place:-

Christmas coffee morning on Tuesday 25<sup>th</sup> December. A volunteer from the Deans Tea Club has kindly donated tea, coffee and sugar for the morning and volunteered to help on the day.

### **2. INFORMATION**

The Mayor's 70's night – a date and details are to be agreed.

Fireworks – to consider whether to hold the event next year.

Any new ideas – suggestions for new events are welcome.

### **3. FINANCIAL IMPLICATIONS**

None.

# TELSCOMBE TOWN COUNCIL BUSINESS PLAN 2015 to 2019

This business plan sets out a programme of work to be carried out between the dates shown including intervals of review and projected delivery dates Adopted at Full Council 210916.

## Part I - AMENITIES & CIVIC CENTRE COMMITTEE ACC – CP Chatsworth Park N and S – RK Robert Kingan – PF TCW Playing Fields Tels Cliffs

Way ACC – Amenities and Civic Centre Committee - P&R – Policy and Resources Committee – FC Full Council TC – Town Clerk DTC – Deputy Town Clerk

Project	Objective	Activity	Responsible Person	Key Review Dates	Committee	Projected Delivery Date
<u>1</u> Tree Survey CP	To survey the trees in CPark and the Copse. Annual surveys to be undertaken	Tender Completed	TC	Summer 2016 Autumn 2016	FC <b>15/2/17</b>	Autumn 2016 <b>COMPLETED</b> Autumn 2017 <b>COMPLETED</b> ONGOING ANNUALLY
<u>2</u> Tree Works	Tree Works Completed in CPark and The Copse		TC	Autumn annually		Spring 2017 CPark & Copse <b>COMPLETED</b> Spring 2018 Copse & CPark Completed Ongoing
<u>3</u> Establish a Maintenance Programme for Play equipment in the Play Spaces	Keep Play Equipment in safe and good condition	ACC resolved to keep maintenance in house and monitor	TC	Spring 2016	ACC & FC Agenda ACC 28/11 FC 13/2/17 ACC 22/1/18 ACC & FC Agenda ACC 26/9 Agenda ACC 28/11	

2016 -2017

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2018 -2019

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# TELSCOMBE TOWN COUNCIL BUSINESS PLAN 2015 to 2019

<b>4</b>	<p><u>Play Equipment Survey</u></p> <p>Survey Play Equipment condition Produce a costed plan for replacement/refurbishment.</p>	<p>Explore grant/match funding</p> <p>Apply for CIL funding – application successful &amp; grant received</p> <p>Tenders returned &amp; company agreed. Contract signed and work started.</p> <p>Work completed Sept 2018 – additional fencing/gate requirements identified at Robert Kingan &amp; Chatsworth Nrth - estimates agreed</p>	<p>TC</p> <p>TC</p> <p>TC/LDC</p>	<p>Summer 2016 Spring 2017</p> <p>ACC &amp; FC Agenda ACC 26/9 Agenda ACC 28/11 ACC Agenda 27/3/17</p> <p>Early 2018</p> <p>Spring 2018</p> <p>Agenda FC 21/3/18</p>	<p>Spring 2018 <b>COMPLETED</b></p> <p><b>completed</b></p> <p>Summer 2018 <b>Completed</b></p>
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# TELSCOMBE TOWN COUNCIL BUSINESS PLAN 2015 to 2019

		& work to start Nov '18.			December 2018
<u>5</u>	<u>LDC Devolution P1</u>	DECISION FC 21/12 Not to proceed with the LDC offer to devolve the PFTCW and Cliff tops	TC	Winter 2016 FC Agenda ACC 21/12	Winter 2016 <b>DISCONTINUED</b>
<u>6</u>	<u>Allotments P1</u>	Refresh the feasibility of the Council delivering Allotments	TC	Summer 2016 ACC/FC <b>AGENDA</b> 15/3/17 & 17/5/17	Summer 2016 <b>SUSPENDED</b>
<u>7</u>	<u>Allotments P2</u>	Subject to Part 1 approval - Delivery Plan for Allotments	TC	Autumn 2016 Spring 2016	Spring 2017 <b>SUSPENDED</b>
<u>8</u>	<u>Introduce Combined Dog and General Waste Bins</u>	Audit and Costs then refresh decision on whether a combined bin would be more economical for the Town.	TC & DTC	Spring 2016 ACC	Summer 2016 <b>COMPLETED</b> Monitor Cost Savings at ACC

# TELSCOMBE TOWN COUNCIL BUSINESS PLAN 2015 to 2019

case and tender proposition.								
<u>9</u>	<u>Land plots A259</u>	Examine viability of delivering a return on these two land plots found by TC	Options Paper to ACC with recommendations	TC	<u>Summer 2017</u> <u>Spring 2018</u>	<u>ACC</u>	<u>Spring 2019</u> <b>DISCONTINUED</b>	
<u>10</u>	<u>Community Infra-structure Levy</u>	Quantify and agree areas to be funded	Options Paper to FC 15/2/17 – agreed go to playground refurb & put into ER	TC	<u>Spring 2017</u>	<u>FC 15.2.17</u>	<b>COMPLETED</b>	

## Part II – POLICY & FINANCE COMMITTEE P&R - Telscombe Tye & Telscombe Village

<u>Project</u>	<u>Objective</u>	<u>Activity</u>	<u>Responsible Person</u>	<u>Key Review Dates</u>	<u>Committee</u>	<u>Projected Delivery Date</u>
<u>1</u>	To complete and publish the Tye Management Plan	Meet Natural England & establish what needs to be done & whether HLS Agreement will suffice see also	TC	Summer 2016 Autumn 2016	P&R FC Agenda P&R 28/11 P&R 23/1/17	

2016 -2017

2017 -2018

2018 -2019

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