



TELSCOMBE TOWN COUNCIL

To: Chairman and Members of the
Amenities & Civic Centre Committee:-
Cllr D Brindley *Deputy Mayor*, Cllr C Clarkson
Cllr C Gallagher *Chairman*, Cllr J Harris, Cllr D Judd,
Cllr L Mills *Vice-Chairman*, Cllr L O'Connor, Cllr B Page,
Cllr C Robinson, Cllr I Sharkey *Mayor* & Cllr A Smith

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18th May 2020

Dear Sir/Madam

You are hereby summoned to attend an online **meeting of the Amenities & Civic Centre Committee** on **Wednesday 27th May 2020** at 7.30pm for the purpose of transacting the following business:-

LOG IN DETAILS:- Meeting ID 943 7531 8201 Login Platform - Zoom
Please email the Town Clerk for meeting password:- stella.newman@telscombetowncouncil.org.uk

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 in relation to matters on the agenda
4. To discuss and approve minutes of the meeting held on Monday 23rd March 2020 - *attached*
5. To receive action list – *attached*
6. To consider Annual playground inspection reports – *see attached*
7. To consider replacement noticeboard in Bannings Vale – *see attached*
8. Update on Memorial Policy – *see attached*
9. To consider quotations for clearing a strip bordering properties at Central Avenue and Chatsworth Park – *see attached*
10. To consider quotations for clearing deadwood in an area of Chatsworth Park, with the border of Chatsworth Close – *see attached*
11. To consider works on pine trees bordering Chatsworth Park South Playground – *see attached*
12. To consider quotation for cutting back trees/hedges to a property in Ambleside Avenue bordering Chatsworth Park – *see attached*
13. To discuss encroachment into Chatsworth Park and consider way forward – *see attached*
14. To consider quotation for reducing the height of trees to the north side of Robert Kingan Playground – *see attached*
15. To discuss, support and recruit volunteers to help with Neighbourhood Development Plan (NDP) Local Green Spaces Report – *see attached*
16. To consider SDNPA Donated Trees – *see attached*



TELSCOMBE TOWN COUNCIL

17. Future events – *see attached*
18. 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 – 27th July 2020

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 23rd March 2020** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: C Clarkson, C Gallagher *Chairman*, L O'Connor and I Sharkey *Mayor*

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

1258. PUBLIC QUESTION TIME

There were no members of the public present.

1259. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllrs Judd, Mills, Page, Robinson and Smith, due to the Covid-19 pandemic, Cllr Brindley due to family commitments and Cllr Harris for health reasons. These reasons for absence were accepted by the Committee.

1260. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

There were no declarations of interest.

1261. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 27th JANUARY 2020

It was proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes were a true record of the proceedings and were signed as correct by the Chairman, Cllr Gallagher.

1262. TO RECEIVE ACTION LIST

The action list was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
29.7.19	Min 1192, p 3016 – To consider request from TRA re information boards	SN	A member of the TRA is investigating prices for a potential information board. Update awaited from TRA.	Mar 2020
29.7.19	Min 1194, p 3017 – To consider repair to sandpit in Chatsworth Park South Playground or replacement with alternative equipment	BB	Sandpit now removed. New equipment due to be installed on 18.03.2020.	Mar 2020
23.9.19	Min 1209, p 3052 – To consider TRA's request for replacement plaque at Chatsworth Park South Playground	BB	Sleeper and plaque have been fitted.	Completed
23.9.19	Min 1211, p 3053 – To consider outcomes from meeting between Cllr Gallagher and Amenities Officer	BB	Cllr Clarkson has now started the Chatsworth Park working group. An agenda item re the working group has been added to this meeting.	Completed



1262. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
23.9.19	Min 1212, p 3053 – To consider a café and toilets in Chatsworth Park	CC, LOC, BP & AS	An agenda item has been added to this meeting.	Completed
23.9.19	Min 1215, p 3053 – Proposals to increase Civic Centre revenue	SN	It was agreed that Cllrs Gallagher, Judd and the Town Clerk arrange a meeting to explore potential schemes and bring back to a future meeting.	May 2020
25.11.19	Min 1225, p 3087 – To consider estimates for tree works at Chatsworth Park and The Copse	BB	Planning Application for works in The Copse approved by LDC & a P.O. has been issued to EH Treecare.	May 2020
25.11.19	Min 1226, p 3088 – To consider estimates for removal of pine trees bordering Chatsworth Park South playground	BB	Daniel Wynne from LDC recommended not placing signs on the fencing next to the pine trees & confirmed pine cones could be removed from branches overhanging play equipment. Estimates awaited.	May 2020
25.11.19	Min 1227, p 3088 – To consider a solitary bee nesting scheme within Chatsworth Park	CC/BB	Cllr Clarkson given delegated authority to spend max of £300 to include the purchase of materials and advertising. Bianca investigating purchasing of bamboo canes.	May 2020
25.11.19	Min 1228, p 3088 – To consider replacement climbing net at Chatsworth Park South Playground	BB	Net has been replaced.	Completed
25.11.19	Min 1229, p 3088 – To consider installation of brick barbeque areas in Chatsworth Park	BB	An agenda item has been added to this meeting.	Completed
25.11.19	Min 1230, p 3089 – To consider school/youth event to build natural lean-to shelters in Chatsworth Park	CC	Proposal to be taken to the Chatsworth Park working party to investigate further.	May 2020
25.11.19	Min 1235, p 3090 – Urgent Matters (boat outside Civic Centre)	SN / BB	The boat to be re-painted once the weather improves.	May 2020
27.01.20	Min 1242, p 3126 – To consider a community garden in Chatsworth Park	BB	An agenda item has been added to this meeting.	Completed
27.01.20	Min 1243, p 3127 – To consider investigating sites for allotments	BB	Bianca has contacted Chris Bibb at LDC re allotments on the land next to Telscombe playing fields, who will attend site and respond.	May 2020

TELSCOMBE TOWN COUNCIL



1262. Action List (Contd)

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
27.01.20	Min 1244, p 3127 – To consider additional Forest School sessions in Chatsworth Park	BB	An agenda item has been added to this meeting.	Completed
27.01.20	Min 1245, p 3127 – To consider working with Greenhavens	BB	Bianca has informed the Chair of Greenhavens that TTC will ensure any future Community groups are provided details of the support Greenhavens provide and declined the offer for them to attend Full Council.	Completed
27.01.20	Min 1246, p 3128 – To consider the draft policy for Memorials	BB	An agenda item has been added to this meeting.	Completed
27.01.20	Min 1247, p 3128 – To consider 5 Elm Trees from SDNPA for Chatsworth Park	BB	An agenda item has been added to this meeting.	Completed
27.01.20	Min 1249, p 3128 – To consider placing a bench on grass verge in East Saltdean	BB	SRA have submitted an application to ESH for benches to be placed on grass verge. TTC to donate £383.10 to the SRA upon completion.	July 2020
27.01.20	Min 1250, p 3129 – To agree estimate for new Mayors Board	SN	Order placed with McQuillan Signs. Delivery date awaited.	May 2020
27.01.20	Min 1251, p 3129 – To consider disposal of pool table	SN	Second-hand value to be ascertained and table then advertised for sale.	May 2020
27.01.20	Min 1252, p 3129 – To agree estimate for replacement reception window	SN	Order placed with Secure Windows. Installation date 9.4.20	April 2020
27.01.20	Min 1253, p 3129 – To consider amended draft smoking policy.	SN	Agreed draft policy taken to Council on 18.3.20 for adoption.	Complete
27.01.20	Min 1254, p 3129 – To consider renewal of gas service contract	SN	Contract renewed.	Complete
27.01.20	Min 1255, p 3130 – To consider purchase of a card reader payment machine	SN	'Square reader' machine & charging dock (£19 each) and second-hand mobile phone for £120 purchased.	Complete
27.01.20	Min 1257, p 3130 – Urgent Matters	SN	Purchase of larger dog bins for Tye - investigations in hand.	May 2020
27.01.20	Min 1257, p 3130 – Urgent Matters	SN	Purchase of blinds for Exhibition Area - an agenda item has been added to this meeting.	Completed

To consider replacement of sandpit at Chatsworth Park South Playground – The Amenities Officer confirmed that the new equipment had been installed as of Monday 16th March 2020.

To consider estimates for tree works at Chatsworth Park and The Copse – The Amenities Officer reported that the works to both locations had now been fully completed.



1262. Action List (Contd)

To consider a solitary bee scheme within Chatsworth Park – The Amenities Officer asked if the Councillors would consider extending the bee scheme until next year due to the current global situation. Cllr Clarkson recommended that for the time being, the Amenities Officer purchases some bamboo canes so that he can hollow out some small holes for the bees. This will provide him with an understanding how much work will be involved and how many canes realistically is needed for each bee home, whilst keeping them for next summer.

To consider placing a bench on grass verge in East Saltdean – Cllr Gallagher advised the Committee that an application had been sent to East Sussex Highways and that she was awaiting a response.

1263. TO RECEIVE INCOME AND EXPENDITURE TO 31st JANUARY 2020

It was unanimously **agreed** that the income and expenditure figures for Amenities of £19,059.00 expenditure and income of £4,956 and Civic Centre expenditure of £35,611.00 and income of £27,095.00 at 31st January 2020 be accepted as correct.

1264. TO CONSIDER INSTALLATION OF BRICK BARBECUE AREAS IN CHATSWORTH PARK

The Amenities Officer confirmed she had received quotations from three contractors for the installation of three barbecue areas in Chatsworth Park and the cost were detailed in her report. Specialist bins could be obtained for the safe disposal of barbecues at a cost ranging from £329.99 plus VAT to £399.99 plus VAT. The Amenities Officer advised the Committee that to date seven separate complaints had been received from residents highlighting concerns of littering, increase of vermin, potential of fires and anti-social behaviour. Signs had also been placed on trees within the park and leaflets had been dropped through neighbouring properties to the park. Due to the Covid-19 pandemic, it was proposed by Cllr Clarkson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** to review this matter again at the Amenities meeting in September 2020.

1265. TO CONSIDER A COMMUNITY GARDEN IN CHATSWORTH PARK

The report from the Amenities Officer was discussed by the Committee. It was noted that Lewes District Council had requested plans of the proposed location to include structures, paths and any facilities before they could confirm if planning permission would need to be sought. Cllr O'Connor suggested that investigations are taken forward by way of public consultation so that residents could provide feedback on how they would like to see the park progress. It was proposed by Cllr Gallagher, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that a public consultation document is drawn up by the Chatsworth Park working group, to include a community garden as well as installation of barbecue areas as mentioned in the previous agenda item and cycle lanes. This will be brought back to a future meeting for consideration.

1266. UPDATE ON SDNPA DONATED TREES

The Committee discussed the update concerning the SDNPA donated trees. Cllr Gallagher suggested that the Lime Tree is also planted in Chatsworth Park in the proposed location with the 3 Elm Trees. EH Treecare had kindly agreed to plant the trees free of charge and will collect

1267. Update on SDNPA Donated Trees (Contd)

them on our behalf, although the Amenities Officer confirmed there may be a small charge for any planting equipment required for the trees. Cllr O'Connor asked that pictures are taken when the trees are being planted so that they can be advertised in the Town Crier. It was proposed by Cllr Clarkson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that 3 Elm trees and 1 Lime tree are planted in the proposed location in Chatsworth Park, at the bottom of the bank south of Chatsworth Park south playground; that two trees are planted in The Copse, located on the right hand side from Telscombe Cliffs Way, and finally that the Town Clerk could authorise the payment of any planting equipment up to the value of her delegated power of £250.

1268. UPDATE ON ECO PARK MEMORIAL BENCH

The Amenities Officer reported she had investigated further details on the 'Eco Park' memorial bench and confirmed that the proposed bench is easily cleanable, can come with arms and that it is made in Taiwan. As the Town Council had previously provided a climate change statement and the proposed bench was shipped in from East Asia, she had re-visited the other quotations to ascertain the location of manufacture. She had also acquired a price for another bench made from recycled plastic, which was included with the other quotations. The Committee considered all the proposed benches and it was proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the Surrey Forest-Saver bench from Earth Anchors Ltd, made in Salfords, Surrey at a cost of £332 for the bench and £35 for delivery plus VAT, be used as the memorial bench for the memorial policy.

Prices had also been obtained for brass plaques to be added to each memorial bench. It was proposed by Cllr Gallagher, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that a brass plaque from Jonathan Winn at a cost of £12.95 plus postage (VAT not included) be used as the uniform plaque for the memorial bench.

Finally, the Committee considered if a package price should be included in the Policy, representing the purchase of the bench, brass plaque, installation of bench and yearly maintenance for a 10 year period. It was proposed by Cllr Gallagher, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that a memorial bench package price to the value of £1,100 be included in the draft memorial policy.

1269. TO DECIDE WHETHER TO EXTEND GROUNDS MAINTENANCE CONTRACTS OR DRAW UP NEW CONTRACT FOR 2021

The Town Clerk advised that the Town Council currently have 3 separate grounds maintenance contracts for open spaces, which are all due for renewal in March 2021. Prior to 2015, they were held under one contract. At a previous meeting held in April 2019 there was discussion regarding amalgamating the three contracts back into one. The Town Clerk reported that Cllr Robinson, although not at the meeting, had provided her comments that she would like the Town Council to continue with three separate contracts to maintain expertise in the different areas. The Committee discussed all options and it was felt that there were areas to improve in the contracts, specifically litter picking and clearance of undergrowth. It was proposed by Cllr Clarkson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that 3 new contracts are drawn up and taken back to the next meeting for agreement before being put out for tender.

1270. TO CONSIDER REGULAR REMOVAL OF IVY IN AN AREA OF CHATSWORTH PARK

The Amenities Officer reported that the Town Council had received regular complaints from a resident that ivy is growing through from the park and is damaging their bordering fence. A visit with a contractor showed that the ivy is growing all across the area and they were therefore unable to source the location to remove the ivy. The Amenities Officer had suggested that the ivy is sprayed with strong weed killer to keep the area under control, although there was concern that this was not environmentally friendly. It was proposed by Cllr Clarkson, seconded by Cllr Gallagher and **RECOMMENDED** that the Amenities Officer obtains quotations for clearing a half metre strip between the park and boundaries to remove growth. Cllr O'Connor objected on the grounds that when this had been previously administered by the Town Council, residents complained that it allowed easy access to the back of their properties.

1271. TO CONSIDER REMOVAL OF IVY TO A HOUSE BORDERING THE COPSE

The Amenities Officer advised that there had been a complaint from a resident concerning ivy growing from The Copse onto their house. Pictures were provided to show the amount of ivy growing on the side of the property. Several companies had been contacted for a price for the removal but only two had responded. It was proposed by Cllr Clarkson, seconded by Cllr Sharkey and unanimously **RECOMMENDED** that the quotation from M Evans at £155 (no VAT applicable) be accepted.

1272. CHATSWORTH PARK WORKING GROUP UPDATE

Cllr Clarkson confirmed that the Chatsworth Park Working Group had met recently and that he had drawn up a map with grid reference to aid future work with litter picks as well as listing where all benches and bins were placed. Cllr Clarkson reported that it was intended to set up some litter picks but this was on hold for the time being and stressed that the focus was on supporting the local community. He also wanted The Copse to come under the working group remit. This was **noted** by the Committee. Cllr Gallagher suggested that the 'Friends of Chatsworth Park' Facebook group be contacted when the group is up and running again.

1273. TO CONSIDER LITTER PICKING UNDER THE 'GREAT BRITISH SPRING CLEAN' CAMPAIGN

It was noted that the original 'Great British Spring Clean' campaign had now been re-scheduled to the 11th – 27th September 2020. It was proposed by Cllr Clarkson, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that a litter pick is carried out in September in conjunction with this campaign.

1274. TO RATIFY THE CHANGE OF DATE FOR THE FOREST SCHOOL IN CHATSWORTH PARK AND TO CONSIDER THE PROPOSAL FOR A NON-PERMANENT FRAME

Develop Outdoors, who organise a Forest School in Chatsworth Park, had previously informed the Council that they were unable to run their Forest School session over February half term due to bad weather conditions and asked if they could change the date to Saturday 28th March 2020. Due to the date of the next meeting and as arrangement shad to be made the Amenities Officer had emailed Committee members to confirm if they agreed with the change of date. As

1274. To ratify the change of date for the Forest School in Chatsworth Park and to consider the proposal for a non-permanent frame (Contd)

there had been 9 positive responses. Develop Outdoors were contacted to confirm agreement for the change of date. This was unanimously **RATIFIED**.

As the country is currently in the midst of the Covid-19 pandemic, the Committee agreed that with the current lockdown procedures in place, the change of date could no longer go ahead. It was therefore proposed by Cllr O'Connor, seconded by Cllr Clarkson and unanimously **RECOMMENDED** that authority is delegated to the Officers for approval of any future dates and that the request for a non-permanent frame be taken to the Chatsworth Park working group.

1275. TO RATIFY THE CAFÉ CONCESSION AT CHATSWORTH PARK

The Amenities Officer confirmed that a report had been sent to the Committee members in February to request that a concession was run in Chatsworth Park for 2020. Eight positive responses were received, which as a majority allowed the Town Council to go ahead with advertising the concession. This decision was unanimously **RATIFIED** by the Committee.

There was discussion whether the concession should continue due to the current global crisis and it was proposed by Cllr Clarkson, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that the application process is suspended until September, and it be re-advertised to commence in the Summer of 2021.

1276. TO CONFIRM ADVICES SENT TO LEWES DC RE CONSULTATION ON RECREATIONAL OPEN SPACES

The Town Clerk confirmed that following the last Amenities meeting where the item was discussed under Urgent Matters, Cllr Gallagher met with herself and the Amenities Officer to discuss the consultation document from Lewes District Council. Amendments were returned alongside written comments for the required deadline of 14th February 2020, which were attached for the Committee to note. This was unanimously **RATIFIED**. Cllr Gallagher thanked the Town Clerk for her work on this document.

1277. TO CONSIDER ACTIONS TO BE MADE TO AN AREA IN CHATSWORTH PARK, BORDERING CHATSWORTH CLOSE

Discussion ensued regarding the Amenities Officer's report concerning anti-social behaviour behind a property bordering the park. The concerns are historical and chestnut fencing had previously been placed in this location to deter people from coming too close to the boundary, as well as encouraging brambles to grow. The fencing had become damaged over the last 18 months, which had increased the amount of people loitering in the area. It was proposed by Cllr O'Connor, seconded by Cllr Clarkson and unanimously **RECOMMENDED** that quotations are obtained for clearing some of the deadwood to create a clear boundary, that residents who border the park are contacted via leafleting concerning their experiences of antisocial behaviour in the park and finally that advice is sought concerning how to tackle the problem for the long term.



TELSCOMBE TOWN COUNCIL

1277. TO CONSIDER REQUEST FOR A PLAQUE ON THE BOAT PLANTER AT CIVIC CENTRE

The Town Clerk reported that she had been contacted by the daughter of a local resident who had, in previous years, helped to maintain the boat planter outside the Civic Centre. The daughter had informed the Town Clerk that her mother had died and wished to place a small memorial plaque on the central strut of the boat. She had also asked if the boat could be named either 'Lady M' or 'Molly' (as Molly Pratten was Telscombe Town Council's first Mayor) and have an anchor painted on it, which she would pay for. The Town Clerk advised that Cllr Robinson had advised her prior to the meeting that her preference would be to name the boat 'Lady M'. It was proposed by Cllr Sharkey, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that the plaque can be placed on the boat; the name should be 'Molly', but a specification be provided by the resident to include a photo of the anchor and wording and it be brought back to a future meeting for consideration.

1278. TO REVIEW CIVIC CENTRE HIRE CHARGES

The report from the Town Clerk was discussed. It was noted that an increase in hire charges was agreed from 1st April 2019 and it was proposed by Cllr O'Connor, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that the charges are not increased for the 2020/21 financial year.

1279. TO RATIFY PURCHASE OF BLINDS FOR EXHIBITION AREA AT CIVIC CENTRE

The Town Clerk reported under Urgent Matters at the last meeting that she had investigated replacement blinds in the exhibition area of the Civic Centre, as the current venetian blinds were broken. Councillors at that meeting were asked if they would be happy for replacement with white vertical blinds at a cost of approximately £110 which was a discounted sale price which they were. This was not an agenda item and could therefore not be officially authorised, but in order to take advantage of the sale price, the Town Clerk ordered the blinds at a cost of £104 plus VAT under her delegated spending authority. This action was **RATIFIED** by the Committee.

1280. TO CONSIDER WASTE RECYCLING COLLECTION AT CIVIC CENTRE

The Committee discussed the Town Clerk's report regarding mixed waste recycling collections. Lewes District Council confirmed that this was available and had provided the Town Clerk with prices for different sized bins, based on a fortnightly collection. It was proposed by Cllr Gallagher, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the Council trial a 240 litre wheelie bin at a cost of £2.59 per collection.

1281. FUTURE EVENTS

The Committee noted the report from the Amenities Officer, which contained the minutes from the last Events Working Group meeting. Discussions took place concerning the future of the planned events in view of the national restrictions taking place for Corona Virus. It was proposed by Cllr Clarkson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that all events up to and including June are cancelled, that investigations are made to incorporate the Sussex Day Fayre with the Dog Show in September and that events held from July onwards are placed on hold for the time being, until further information on the pandemic is known.

TELSCOMBE TOWN COUNCIL



1283. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

Cllr Clarkson enquired if Lewes District Council would be prepared to devolve the Telscombe Playing Fields to the Town Council. The Town Clerk confirmed that the District Council had suggested devolvement of both the playing fields and Fairlight Avenue car park a few years ago but the Town Councillors at the time decided to not take back the land. Cllr O'Connor advised that he would make enquiries as a District Councillor.

The Town Clerk advised that she had received contact from a resident asking that the farmer removes his sheep from the Tye so that residents can exercise their dogs. The Councillors felt it was unnecessary for the sheep to be removed from the Tye, but asked the Town Clerk to put the suggestion to the farmer.

There being no further business the meeting closed at 9.46pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 27th May 2020 at 7.30 pm

Agenda Item 5 - Amenities and Civic Centre Action List for 27th May 2020

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
29.7.19	Min 1192, p 3016 – To consider request from TRA re information boards	SN	Sample wording received & taken to P&R along with sample Tye signs. Working party agreed to progress this via P&R.	Complete
23.9.19	Min 1215, p 3053 – Proposals to increase Civic Centre revenue	SN	Cllrs Gallagher, Judd and Town Clerk to explore potential schemes and bring back to a future meeting. On hold for time being due to current situation.	Sept 2020
25.11.19	Min 1226, p 3088 – To consider estimates for removal of pine trees bordering Chatsworth Park South playground	BB	An agenda item has been added to this meeting.	Completed
25.11.19	Min 1227, p 3088 – To consider a solitary bee nesting scheme within Chatsworth Park	CC/ BB	Cllr Clarkson has provided a sample of bundles to a local school for them to make up. Awaiting feedback to provide a full programme for Spring 2021.	Sept 2020
25.11.19	Min 1230, p 3089 – To consider school/youth event to build natural lean-to shelters in Chatsworth Park	CC	Proposal to be taken to the Chatsworth Park working party to investigate further.	July 2020
25.11.19	Min 1235, p 3090 – Urgent Matters (boat outside Civic Centre)	SN / BB	The boat to be re-painted following lockdown.	July 2020
27.01.20	Min 1243, p 3127 – To consider investigating sites for allotments	BB	Chris Bibb at LDC confirmed the area in Telscombe Playing fields is too small for allotments.	Completed
27.01.20	Min 1249, p 3128 – To consider placing a bench on grass verge in East Saltdean	BB	Benches are due to be delivered and installed on 26.05.20. TTC to donate £383.10 to the SRA upon completion.	July 2020
27.01.20	Min 1250, p 3129 – To agree estimate for new Mayors Board	SN/IS	Mayor's board delivered. Need to investigate person for painting picture of Civic Centre. Mayor knows possible person.	July 2020
27.01.20	Min 1251, p 3129 – To consider disposal of pool table	SN	Second-hand value to be ascertained and table then advertised for sale. On hold due to current situation	July 2020
27.01.20	Min 1252, p 3129 – To agree estimate for replacement reception window	SN	Order placed with Secure Windows. Installation put on hold due to current situation.	July 2020
27.01.20	Min 1257, p 3130 – Urgent Matters	SN	Purchase of larger dog bins for Tye - investigations in hand.	July 2020
23.03.20	Min 1264, p 3165 – To consider installation of brick	BB	This item will be reviewed in September.	Sept 2020

Agenda Item 5 - Amenities and Civic Centre Action List for 27th May 2020

	barbecue areas in Chatsworth Park			
23.03.20	Min 1265, p 3165 – To consider a community garden in Chatsworth Park	BB	A public consultation document will be drawn up by the Chatsworth Park working group to include a community garden, cycle lanes and barbecue areas.	Sept 2020
23.03.20	Min 1266, p 3165 – Update on SDNPA donated trees	BB	Andy Player has left SDNPA and delay in planting trees. EH Treecare making contact with SDNPA ranger to collect trees.	Sept 2020
23.03.20	Min 1267, p 3166 – Update on Eco Park Memorial Bench	BB	An agenda item has been added to this meeting.	Completed
23.03.20	Min 1268, p 3166 – To decide whether to extend Grounds Maintenance Contracts or draw up new contract for 2021	BB / SN	Agreed for Bianca and Stella to draw up x3 new separate contracts. In hand & drafts to be taken to next meeting.	July 2020
23.03.20	Min 1269, p 3167 – To consider regular removal of ivy in an area of Chatsworth Park	BB	An agenda item has been added to this meeting,	Completed
23.03.20	Min 1270, p 3167 – To consider removal of ivy to a house bordering The Copse	BB	This work has now been completed by the contractor.	Completed
23.03.20	Min 1272, p 3167 – To consider litter picking under 'The Great British Spring Clean' campaign	BB	This litter pick will be carried out in September.	Sept 2020
23.03.20	Min 1274, p 3168 – To ratify the café concession in Chatsworth Park	BB	The application process will be re-advertised in September to start in Summer 2021	Sept 2020
23.03.20	Min 1276, p 3168 – To consider actions to be made to an area of Chatsworth Park, bordering Chatsworth Close	BB	An agenda item has been added to this meeting.	Completed
23.03.20	Min 1277, p 3169 – To consider request for a plaque on the boat planter at Civic Centre	SN	SN given authority to member of public to purchase plaque & asked for sample picture regarding painting name & anchor. No response heard to date.	July 2020
23.03.20	Min 1280, p 3169 – To consider waste recycling collection at Civic Centre	SN	New recycling collection agreed with LDC & bin delivered.	Complete
23.03.20	Min 1282, p 3170 – Urgent Matters	LOC	The investigation of the devolvement for TC Playing fields & Fairlight Ave car park has been taken to Full Council.	Completed

<u>AGENDA ITEM</u>	6
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	Annual playground inspections

1. INTRODUCTION

Lewes District Council (LDC) have completed the annual playground inspections for our three playgrounds, Chatsworth Park South, Chatsworth Park North and Robert Kingan.

2. INFORMATION

The reports highlight items that are deemed as a risk. Most are listed as low or very low risk, although we have a couple reported as moderate at Robert Kingan Playground. These are all in relation to the timber piece of equipment located in the middle of the park and highlight concerns with gapping between the surface and edging, rot to the timber logs and moss on the wet pour. Nothing was done with this item at the last refurbishment.



For those items that are listed as low or very low risk, I will investigate what action is required and bring back to future meetings for consideration.

As the reports are lengthy, they will not be printed for each Councillor to save on printing costs. They have been circulated out via email on 6th April 2020.

3. RECOMMENDATION

To note the recommended actions from LDC and implement them. I also recommend that the Committee consider obtaining prices for the full removal of the timber piece of equipment at Robert Kingan Playground and potential replacement.

4. ENVIRONMENTAL IMPACT

Maintenance of the park equipment allows residents and visitors to safely use the playgrounds.

5. FINANCIAL IMPLICATIONS

There will be a financial cost for repairs. Any repairs will be taken to this Committee for consideration.

<u>AGENDA ITEM</u>	7
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	Replacement of noticeboard outside Robert Kingan Playground, Bannings Vale

1. INTRODUCTION

The noticeboard next to Robert Kingan Playground, Bannings Vale is in need of replacement. The noticeboard is old and has become extremely difficult to open. The board also leaks when it is raining.

2. INFORMATION

The boards in Longridge Avenue, outside the Civic Centre and at Ambleside Avenue have all been replaced within the last three years with Weathershield dark blue boards.

We have investigated prices with several companies below, with quotations attached. All represent a Weathershield dark blue board with blue pin board, size 1005 x 1031 (12 x A4), which is the same size as our notice boards in Longridge Avenue and Ambleside Avenue.

Equip 4 Work: £496 plus VAT

Office furniture: £496 plus VAT

Notice Me: £469.95 plus VAT

Installation will need to be provided by an approved East Sussex Highways contractor. We previously have had this actioned by Technical Engineering Contractors Ltd and they have quoted £215 plus VAT (quotation attached).

3. RECOMMENDATION

It is recommended to purchase a Weathershield board from 'Notice Me' at a cost of £469.95 plus VAT and have it installed by Technical Engineering Contractors Ltd at a cost of £215 plus VAT **totalling £684.95 plus VAT.**

4. FINANCIAL IMPLICATIONS

We have a budget of £1,500 for seats and noticeboards.

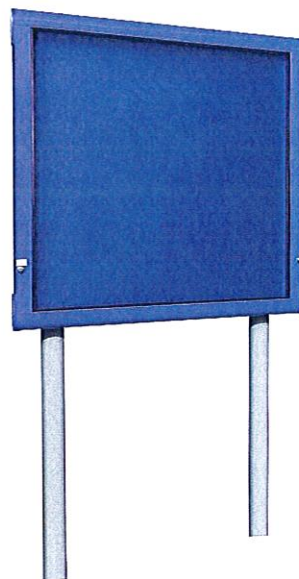


- Display & Presentation
- Noticeboards

WeatherShield Lockable External Freestanding Showcase

- WeatherShield freestanding outdoor showcase
- Made in the UK
- Contemporary board is suitable for schools, leisure centres and churches

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Ex VAT

£496

Inc VAT

£595.20

Product Code: LW591AB

FREE DELIVERY to UK Mainland for orders over £50

Delivery:

Covid-19 Delay - Please contact us if required urgently

INFORMATION

- WeatherShield freestanding outdoor showcase
- Made in the UK
- Contemporary board is suitable for schools, leisure centres and churches
- Fitted with a gas strut system assists door opening and closing
- 90° angle opening for easy access
- Complete with double locking system for extra security
- Fire rated and shatterproof polycarbonate glazed doors
- Double sealed doors fully obey with IP55 test of dust & water access
- Robust aluminium legs are finished with a grey powder coating
- Select from sunken posts which are suitable for landscaped surface or surface mounts which suits hard surfaces
- **Sunk posts** - These should be installed in a 600mm deep hole
- **Surface posts** - We recommend these be fitted to 600mm deep preformed concrete
- Textiles and core are tested to Class 0
- Available in a range of popular sizes
- 5 frame finishes and 4 board colours which can be mixed and matched
- 1 Years manufacturers guarantee



Ex VAT

£496

Inc VAT

£595.20

FREE DELIVERY to UK Mainland

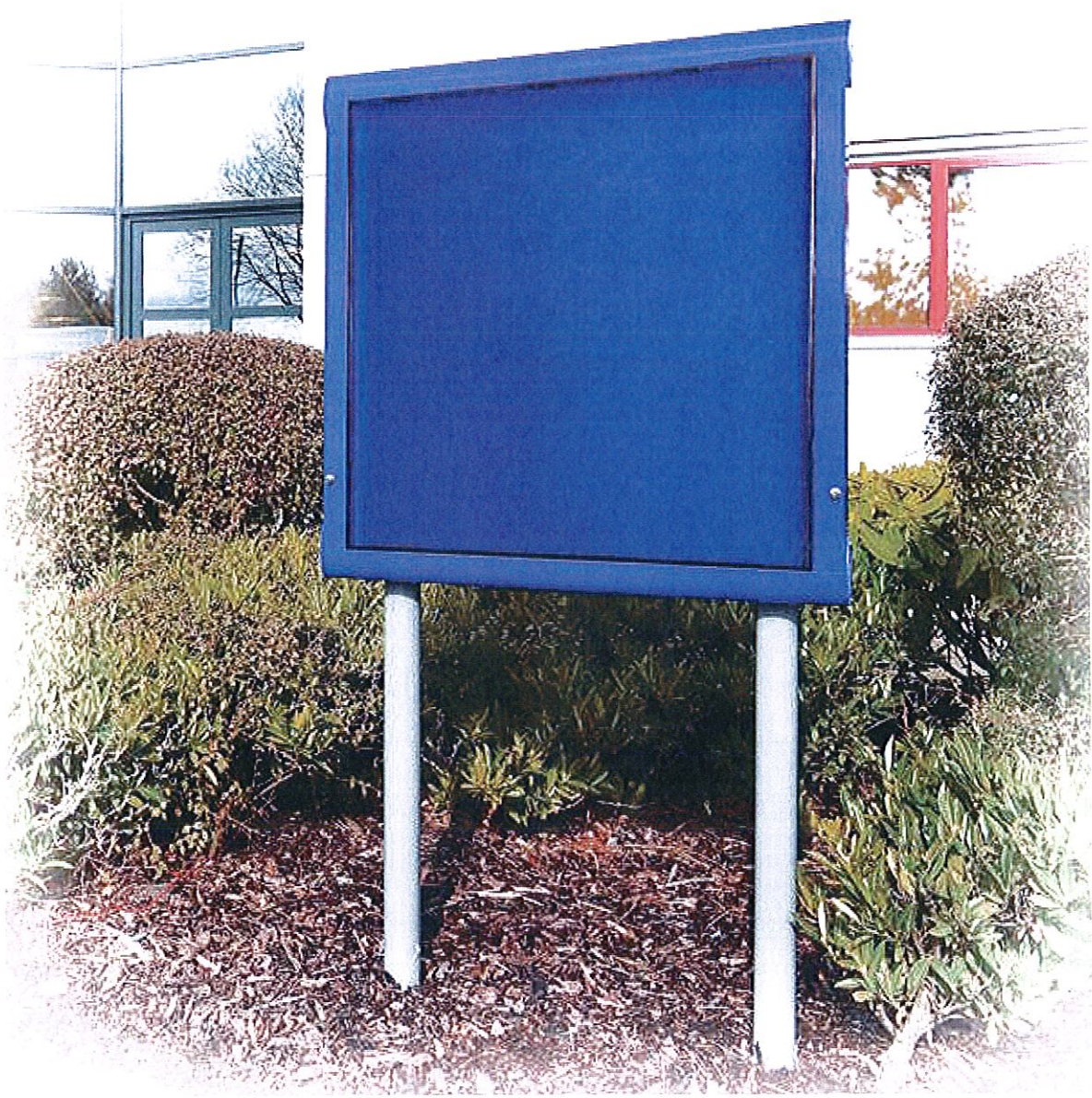
Delivery:

Covid-19 Delay - Please contact us if required urgently

INFORMATION

- WeatherShield freestanding outdoor showcase
- Manufactured in the UK
- Contemporary noticeboard is perfect for schools, leisure centres and universities
- Complete with gas strut mechanism which assists while changing information
- Doors have 90° angle opening for easy access

- Double locking system for added security
- Fire rated and shatterproof polycarbonate glazed doors
- Double sealed doors comply with IP55 test of dust & water access
- Showcase is raised on robust aluminium legs which are finished with a grey powder coating
- Select from sunken posts which are suitable for landscaped areas and surface posts suit concrete surfaces
- **Sunk posts** - These should be installed in a 600mm deep hole
- **Surface posts** - We recommend these be fitted to 600mm deep preformed concrete
- Textiles and core are tested to Class 0
- Available in a range of popular sizes
- A selection of frame colours and board colours to choose from which can be mixed and matched
- 1 Years manufacturers guarantee



Weathershield Post Mounted External

Notice Board

£469.95 +vat

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DELIVERY
UK ONLY

SAVE
20%
ON SALE NOW

External IP55 Certified Post Mounted Lockable Notice Board
Prices include posts (sunken type) and fixings. 4 Frame Colours!

Weathershield Post Mounted External Notice Board quantity
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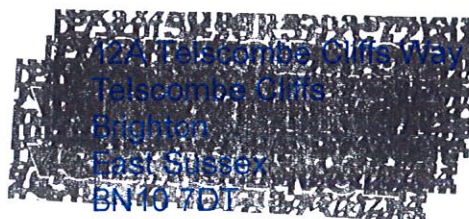
Description

WeatherShield Outdoor Post Mounted Notice Board

Great value outdoor weather sealed notice board that comes complete with a pair of root fix mounting posts. The sunken / root fix posts are made from sturdy aluminium. Additionally, they are powder coated in grey for added protection and to increase their working life. The board is our WeatherShield Mk II, an **IP55 certified** unit with double weather seals and a fully enclosed case. This is an outdoor post mounted notice board that has a high specification. With it's great price and our discount, the WeatherShield is something you really should consider.

The IP55 certification is a international rating regarding the ingress of water and dust into an enclosure. This class rating ensures the unit keeps your valuable messages dry during our typical wet British winters. The freestanding, post mounted version of the WeatherShield board is available in 4 sizes – 9x A4, 12x A4, 15x A4 & 18x A4. You can select the frame colour from blue, green, red, white or standard silver anodised aluminium. Meanwhile you can also chose the internal felt colour from blue, red, green or grey. This gives you a huge amount of options and allows the board to suit a larger number of applications.

[<Back to all Post Mounts Boards](#) | [Wall Mount External Lockable Notice Boards](#)



Office: 01273 582259
Mobile: 07703319664
e-mail : paultec1@aol.com



Date : 22nd April 2020

TELSCOMBE TOWN COUNCIL

Re : NOTICEBOARD - ROBERT KINGAN PARK, BANNINGS VALE, SALTDEAN

Collect new notice board from Telscombe Town Council office.

Remove and dispose of existing notice board.

Install new notice board at same location.

Make good foundations as per existing.

Provide all health & safety requirements to undertake work on public footway.

Total cost £215.00 + v.a.t.

<u>AGENDA ITEM</u>	8
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	Update on Memorial Policy

1. INTRODUCTION

At the last Amenities & Civic Centre meeting it was agreed that we would update the Memorial Policy to include the Surrey Forest-Saver bench from Earth Anchors Ltd at a cost of £332 for the bench and £35 for delivery plus VAT. It was also agreed to include a brass plaque at a cost of £12.95, postage at £1.36 plus VAT and installation at a cost of £150 (not including VAT). It was finally agreed that a package is put together to include purchase of the bench, brass plaque, installation of the bench and yearly maintenance for a 10 year period at a cost of £1,100.

2. INFORMATION

Following this meeting, Cllr Robinson asked if the price provided included an anchor kit. Earth Anchors confirmed that this was not included in the cost. To purchase an anchor kit so that we can easily fix the bench would cost an additional £49 plus VAT.

3. RECOMMENDATION

That the Committee decide if they would like to include the price of anchor kits in the memorial policy package and if so, if they would like to increase the package price from the previous agreed price of £1,100. It should be noted that the starting price of the bench including the anchor kit will be £580.30 plus VAT, not including any outgoings made by the Council for the first 10 years.

4. ENVIRONMENTAL IMPACT

The memorial bench is made in Surrey so there will be minimal impact.

5. FINANCIAL IMPLICATIONS

None – the full cost of memorial benches/plaques and maintenance for 10 years are paid by the applicant.

<u>AGENDA ITEM</u>	9
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider quotations for clearing a strip bordering properties at Central Avenue and Chatsworth Park

1. INTRODUCTION

At the Amenities & Civic Centre meeting in March, the Committee considered a request that ivy is removed from the back fence of a property which has come through from Chatsworth Park. I suggested that the ivy is sprayed with strong weed killer every 6 months so that it is removed from this particular location, although there was concern from the Councillors that this was not environmentally friendly.

2. INFORMATION

I contacted three contractors to provide quotations for clearance of a half metre strip. One contractor was unable to quote as he was not taking on as much work over this time. The other two quotations are as follows:-

EH Treecare: £420 plus VAT for clearance (it will take a day and half).

Goodwin & Sons: £347 + VAT to cut ivy off trees and fences and clear ground within 500mm to 1 metre from house no's 61-89.

I have received a response from the home owner of the property regarding the ivy. She has concerns that cutting a strip will not solve the problem and that the ivy is continuing to grow through her fence and climbing on all the trees in this section of the park. She has provided me with pictures which are below:-





3. RECOMMENDATION

That the quotation from Goodwin & Sons for £347 + VAT be accepted.

4. ENVIRONMENTAL IMPACT

Reducing the vegetation in this location will help keep a clear boundary between resident properties and the park, whilst enhancing and maintaining the green space.

5. FINANCIAL IMPLICATIONS

We have a grounds maintenance budget of £5,590 for 2020/21.

<u>AGENDA ITEM</u>	10
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider quotation for clearing deadwood in an area of Chatsworth Park, with the border of Chatsworth Close

1. INTRODUCTION

At the last Amenities & Civic Centre meeting the Committee discussed problems highlighted by a resident concerning anti-social behaviour in Chatsworth Park, specifically behind their property located in Chatsworth Close. I was asked to obtain quotations for clearing the deadwood to create a clear boundary, to contact residents via leafleting and to seek advice concerning how to tackle the behaviour in the long run.

2. INFORMATION

Residents will be contacted by way of a questionnaire in conjunction with other householders who border the park. This will be arranged by the Chatsworth Park Working Group once restrictions are lifted and further information will be taken back to this Committee in due course.

I contacted the Neighbourhood First team at Lewes District Council (LDC), who recommended that Chatsworth Park is included in the 'Op Blitz' programme, where the PCSO's go to places where groups of people frequent over the weekends and ask that they move along. They have also asked that we produce a log of anti-social behaviour.

I also contacted three contractors to provide quotations for the clearance of deadwood. One contractor advised they were unable to quote as they are taking less work over the time and I did not receive a quotation from the second. EH Treecare quoted me a price of **£380 + VAT** to raise the lower level branches and remove the deadwood and undergrowth.

In the meantime, we have also received further correspondence from the resident who originally brought this to our attention. The resident has emailed confirming that the chestnut fencing was a cheap and effective way to create a barrier to prevent members of the public coming too close to the boundary, as well as creating a natural environment for the animals that live there. She has re-requested that the chestnut fencing is replaced instead, which she feels is a positive outcome for both the residents who border this section and the environment of the park.

3. RECOMMENDATION

As residents of the properties surrounding the park have not been consulted yet, it is recommended that any decision regarding a way forward be put on hold. Also we have only received one estimate for the work for removal of deadwood. We may also want to consider obtaining quotations for replacement of the chestnut fencing in this area.

4. ENVIRONMENTAL IMPACT

By blocking this location, it will stop vandalism to the trees as well as noise pollution.

5. FINANCIAL IMPLICATIONS

We have a grounds maintenance budget for 2020/21 of £5,590.

<u>AGENDA ITEM</u>	11
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider works to pine trees bordering Chatsworth Park South Playground

1. INTRODUCTION

At the Amenities & Civic Centre Meeting in November there was discussion concerning the group of pine trees bordering Chatsworth Park South Playground, whose branches overhang some of the playground equipment. It was decided not to remove trees and Councillors asked me to investigate other possibilities concerning falling pine cones.

2. INFORMATION

Following further discussions with the Specialist Advisor at LDC, it was agreed that we could investigate removing the individual pine cones from the branches. I contacted our tree surgeon EH Treecare, who has confirmed that the job is a slow labour intensive job and will cost £300 plus VAT per tree x 9 trees = **£2,700 plus VAT.**

3. RECOMMENDATION

It is recommended that the Councillors consider the removal of pine cones on the pine trees that border this location.

4. ENVIRONMENTAL IMPACT

The removal of pine cones will not damage the trees.

5. FINANCIAL IMPLICATIONS

We have a grounds maintenance budget of £5,590 for 2020/21.

<u>AGENDA ITEM</u>	12
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider quotation for cutting back vegetation to a property at Ambleside Avenue bordering Chatsworth Park

1. INTRODUCTION

We have received a complaint from a resident at Ambleside Avenue concerning trees from the park encroaching their property. There are two areas of encroachment, at the side and back of the garden. I have attached some pictures:



2. INFORMATION

I contacted two separate contractors to quote for cutting back to the border but only received one price from EH Treecare who quoted **£80 plus VAT** to cut to the border and neaten.

3. RECOMMENDATION

I recommend that the quotation from EH Treecare be accepted.

4. ENVIRONMENTAL IMPACT

None.

5. FINANCIAL IMPLICATIONS

We have a grounds maintenance budget of £5,590 for 2020/21.

AGENDA ITEM 13

COMMITTEE Amenities & Civic Centre

REPORT FROM Bianca Buss, Amenities Officer

MEETING DATE 27th May 2020

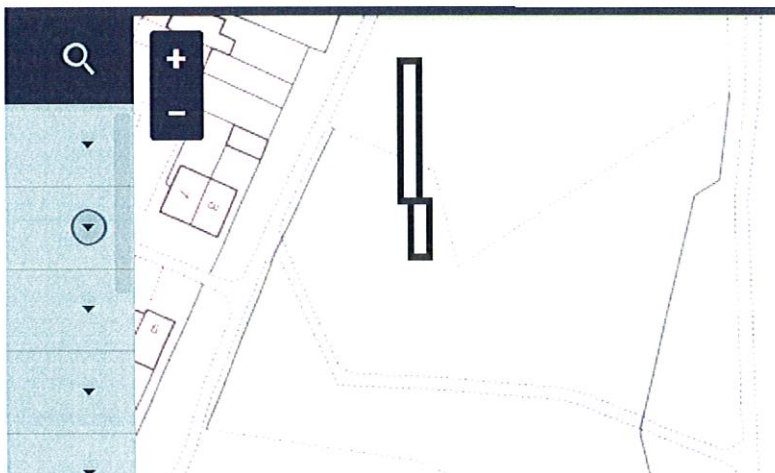
SUBJECT To discuss encroachment into Chatsworth Park and consider way forward

1. INTRODUCTION

A local resident recently contacted us to inform us that a property bordering Chatsworth Park has extended their boundary into the Park.

2. INFORMATION

I visited the location and it appears that the highlighted property and two others have encroached onto the park. A map of the position is shown below:



I do not know when the properties extended their border, but we will need to contact the owners within 12 years of the fences being erected so that they are unable to claim the land after this point. I have also taken pictures but feel that the Councillors should attend the location so that they can see for themselves the issues that have been raised.

3. RECOMMENDATION

It is recommended that members of the Chatsworth Park Working Group visit this location as soon as possible and be given delegated authority to authorise myself to write to the residents asking them to move their boundary back to the edge of their own land, if it is felt they have encroached onto the land owned by the Town Council.

4. ENVIRONMENTAL IMPACT

The park is an important amenity to the Town Council and local residents, and should therefore be protected.

5. FINANCIAL IMPLICATIONS

None.

<u>AGENDA ITEM</u>	14
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider quotation for reducing the height of trees to the north side of Robert Kingan Playground

1. INTRODUCTION

A couple of months ago a resident whose property faces Robert Kingan Playground contacted us to advise that the trees to the north of the playground were growing close to the overhead power cables and was worried it may affect the telephone lines.

2. INFORMATION

I visited the area and the tree branches are touching the lines. See below:-



I contacted our tree contractor EH Treecare for a quotation, who can reduce the size over the carriageway and make sure the cables are cleared at a price of **£380 + VAT**.

3. RECOMMENDATION

That the quotation from EH Treecare to the value of £380 + VAT be accepted.

4. ENVIRONMENTAL IMPACT

Reducing the height of the trees will clear any potential concerns whilst keeping the trees maintained.

5. FINANCIAL IMPLICATIONS

We have a grounds maintenance budget of £5,590 for 2020/21.

<u>AGENDA ITEM</u>	15
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Cllr C Gallagher
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To discuss, support and recruit volunteers to help with Neighbourhood Development Plan (NDP) Local Green Spaces Report

1. INTRODUCTION

Telscombe Town incorporates Telscombe Village, Telscombe Cliffs and East Saltdean. Boundaries of the Town are defined by the landscape and the residential settlements either side of the Tye and the Village.

Without a Neighbourhood Development Plan (NDP) in place Planning Policies to be followed are those made by Lewes District Council (LDC), the Planning Authority and Central Government through the National Planning Policy Framework Document. (NPPFD)

Telscombe Town has a number of planning policies particularly covering the Conservation Area which is Telscombe Village and the SDNP area ie, Telscombe Tye. The Planning Policies need to be reviewed as part of the NDP and new policies identified. Any saved policies which are in place but will be replaced and possibly lost through completion of the NDP.

Local Greenspaces, valued land, buildings and views need to be designated and protected through the NDP.

2. INFORMATION

Background - Setting

Telscombe Town is within The Living Coast from Brighton Marina to Newhaven and is part of the Unesco Designated Biosphere and the South Downs National Park (SDNP). The Chalk Cliffs and parts of the cliff tops are Sites of Special Scientific Interest (SSSI). Part of the sea bed is a Marine Conservation Zone chalk reef. These areas have the highest level of protection and any changes need to be notified to LDC Biodiversity / Ecology (Kim Dawson) and ESCC Environment and Planning (Dr Kate Cole) Unique conditions for flora and fauna exist, the soil and vegetation is greatly affected by the saline (salty) conditions and prevailing North East Winds.

Background – Urban Planning within the plan area

In recent years residential development of 1300 plus new homes by 2030 has begun and has brought Community Investment Levy (CIL) and S106 monies from the developers to compensate for any adverse effects and improve facilitates for residents. Telscombe Town has had some development, particularly new flats, but most of the development is in Peacehaven.

Achieving Local Green Space Protection

To achieve protection through the NDP a case has to be made for each space showing public benefit and how they fulfil one or all of the following criteria:-

Beauty
Tranquillity
Wildlife
Historical Value
Recreation

Play and Sports areas need to be identified and a capital investment and on-going maintenance plan identified

SUPPORT

1. Research to produce a paper for the NDP has been taking place with expert guidance from Dr Maureen Berg a resident of Telscombe Town. Dr Berg is Principal Lecturer in Plant Ecology at the University of Brighton, a plant ecologist with specific interests in plant-plant interactions at the community and population level and an expert in hermit crabs.

2. Chatsworth Park Working Group and Friends of Chatsworth Park Facebook Group have already been set up.

Discussions at Amenities and Civic Centre Committee have been taking place following complaints from residents and initial findings following visits to the park by various interested parties. The Copse is included in with Chatsworth Park.

- Telscombe Tye Community Group and Friends of Telscombe Tye already established. Savills appointed to manage the Tye on behalf of Telscombe Town Council. Discussed at Policy and Resources Committee.

- Robert Kingan playground is a small discreet play area and is covered by Amenities and Civic Centre Committee adequately.

- The Cliff Tops need to be included and mapped.

3. RECOMMENDATION

The NDP is community including Town Council led and in compiling the Green Spaces report and setting Policies, there is an opportunity to set out a plan up to 2030 and beyond.

A survey of public opinion on usage and value to the community needs to be undertaken and to implement findings and set new Policies Town Council supported.

- NDP Steering Group volunteers seek support from this Committee by noting and endorsing preparation of the Local Green Spaces Plan.

- Volunteers from Telscombe required to research and write plan

Key Areas to be included

- a) Telscombe Tye
- b) Chatsworth Park
- c) The Copse
- d) Robert Kingan playground, East Saltdean
- e) Cliff Tops

4. ENVIRONMENTAL IMPACT

TTC has a duty to manage areas within environmental and land laws. ESCC are the lead authority.

Green spaces provide pollution and air quality sustainability.

Crime and disorder and anti-social behaviour is alleviated by access to Public Green Spaces.

Plans are in line with Climate Emergency Guidelines.

5. FINANCIAL IMPLICATIONS

None.

<u>AGENDA ITEM</u>	16
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	To consider SDNPA donated trees

1. INTRODUCTION

Cllr Gallagher would like the Committee to consider re-applying for Elm Trees from the South Downs National Park Authority (SDNPA). An Elm Tree planting project was established a few months ago and she had managed to obtain 5 Elm Trees and 1 Lime Tree, which are still yet to be planted.

2. INFORMATION

SDNPA had previously highlighted that they are looking to also progress this project for Autumn 2021. This is optimum planting time with a good survival rate.

Trees can be planted in Chatsworth Park or The Copse and we would need to inform Lewes District Council, so that they are aware.

3. RECOMMENDATION

I recommend that the Committee allow investigations to take place with SDNPA in putting a scheme together for this autumn. If successful, further information concerning the scheme will be taken to a future Amenities Meeting for Councillors to consider potential locations and planting.

4. ENVIRONMENTAL IMPACT

Trees produce oxygen and other health benefits to the local community.

5. FINANCIAL IMPLICATIONS

Not known at this stage.

<u>AGENDA ITEM</u>	17
<u>COMMITTEE</u>	Amenities & Civic Centre
<u>REPORT FROM</u>	Bianca Buss, Amenities Officer
<u>MEETING DATE</u>	27th May 2020
<u>SUBJECT</u>	Future Events

1. INTRODUCTION

At the last Amenities & Civic Centre meeting it was agreed that all events up to June be cancelled, that the Sussex Day Fayre is incorporated into the Dog Show, and that events held from July onwards are placed on hold until further information on Covid-19 is known.

2. INFORMATION

The events due to be held from July are as follows:

- 11/12th July 2020 Best Kept Garden Competition
- 3rd September 2020 Merchant Navy Day flag raising
- 20th September 2020 Dog Show
- 24th September 2020 Macmillan Coffee morning
- 31st October 2020 Kids Halloween Party
- 14th November 2020 Race Night
- 5th December 2020 Kids Christmas Party

3. RECOMMENDATION

We have not received any applications for the Best Garden Competition to date, so I recommend that this event is cancelled. As there is still a pandemic, I further recommend that all the other remaining events are continued to be placed on hold until the Committee next meet in July.

4. ENVIRONMENTAL IMPACT

Minimal. Events held at the Civic Centre would result in a nominal fee for energy consumption.

5. FINANCIAL IMPLICATIONS

We have an entertainment budget in 2020-21 of £2,000.