

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 28th January 2019** in Telscombe Civic Centre at 7.30 pm.

PRESENT Councillors: T Armour, D Brindley, J Harris, G Maskell *Chairman*,
B Page, I Sharkey & D Wright

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

1137. PUBLIC QUESTION TIME

A member of the public had a query regarding agenda item 11, Beach Huts and asked if the Committee had considered concrete or glass fibre reinforced polyester huts rather than wooden. He also stated that he thought the Council could make a large income in leasing the huts.

1138. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllrs Smith and R Maskell who were attending another meeting. The reason for absence was accepted by the Committee.

1139. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

None.

1140. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 26th NOVEMBER 2018

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

1141. TO RECEIVE ACTION LIST

The action list was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
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. Wednesday 30th 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. – now installed	n/a
24.9.18	Min 1119, p 2849 – To Consider Chatsworth North Playground Fencing Quotations	SN	Playsafe were approached and savings achieved. 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. Fencing/gate work due to start tomorrow	February 2019

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1141.	To Receive Action List (Contd)			
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. Fencing/gate work due to start imminently	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. Update awaited	February 2019
26.11.18	Min 1131, p 2882 – Alterations to bridge on multi-unit at Robert Kingan	BB	Instruction to go ahead given. Update awaited.	February 2019
26.11.18	Min 1132, p 2882 – Actions on Tree Survey Report	SN/BB	Estimates awaited to carry out works contained in Report & will be brought to next meeting. Planning application submitted to LDC for Copse tree removal and application granted.	April 2019

1142. TO RECEIVE INCOME AND EXPENDITURE TO 30th NOVEMBER 2018

It was unanimously **agreed** that the income and expenditure figures of Amenities expenditure £143,307 and income of £91,983 and Civic Centre expenditure of £31,204 and income of £19,702 at 30th November 2018 be accepted as correct.

1143. TO CONSIDER ESTIMATES FOR WETPOUR REPAIRS AT CHATSWORTH SOUTH PLAYGROUND

Following consideration of the three estimates it was proposed by Cllr Wright, seconded by Cllr Harris and unanimously **RECOMMENDED** that Jed Powell Landscape & Tree Surgery Contractors be instructed to carry out the work in the sum of £120 plus VAT.

1144. TO CONSIDER ESTIMATES FOR BENCH REPLACEMENTS AT CHATSWORTH NORTH PLAYGROUND

The 3 estimates for supply and fitting of picnic benches were discussed and it was proposed by Cllr Brindley, seconded by Cllr Page and unanimously **RECOMMENDED** that 2 picnic benches with metal frames and Robinia hardwood timber tops and seats be purchased from Playsafe Playgrounds in the sum of £1,262 plus VAT including delivery charge and M Evans be instructed to install the benches at a total cost of £440.

1145. TO NOTE LEWES DC'S CONSENT TO TREE WORKS AT THE COPSE

Lewes District Council's consent notice for the work requested by Telscombe Town Council at The Copse was noted. Estimates for the work and other works recommended in the Tree Survey Report carried out last September are awaited and will be brought to the next meeting.

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1146. TO CONSIDER REQUESTS FOR NEW LITTER BINS

There was discussion about litter/dog bins in both Telscombe Cliffs and East Saltdean following requests from two residents and the Telscombe Residents' Association for additional bins in various areas across the town. It was proposed by Cllr D Brindley, seconded by Cllr T Armour and unanimously **RECOMMENDED** not to install any additional litter bins in Telscombe Cliffs as there are several bins already in situ in the area in Telscombe where additional bins were requested. The Town Clerk was asked to inform the resident and Telscombe Residents' Association of the Committee's decision and to also write to the Telscombe Tavern public house to see if they will consider putting a bin outside the pub. The Town Clerk was also asked to notify the resident in East Saltdean that normal litter bins can be used for dog waste.

1147. TO CONSIDER REQUEST FOR BEACH HUTS

There was lengthy discussion regarding the possibility of the Council providing beach huts in either Telscombe Cliffs or East Saltdean, what material they could be made of and whether an income could be made from them. It was felt that the possible areas where beach huts could be put were hard to access and the huts would be away from the sea. It was also noted that the areas in question are owned by Lewes District Council and enquiries would have to be made of them as to whether they would grant permission for beach huts. There were two proposals made as follows:-

It was proposed by Cllr D Brindley, seconded by Cllr D Wright and **RECOMMENDED** by Cllrs G Maskell, J Harris and B Page not to progress any further with the possibility of beach huts.

It was proposed by Cllr T Armour and seconded by Cllr I Sharkey to make enquiries of Lewes District Council regarding the possibility of beach huts. No other Councillors were in favour of this proposal and the first recommendation not to progress with beach huts was therefore carried.

1148. TO CONSIDER REPLACEMENT SECURITY ALARM KEY PAD

It was noted that the security alarm key pad was sticking and was irreparable. It was therefore proposed by Cllr D Wright, seconded by Cllr D Brindley and unanimously **RECOMMENDED** that the estimate by Languard Alarms to replace the keypad, control panel and associated equipment in the sum of £440 plus VAT be accepted.

1149. TO CONSIDER REDECORATION OF SOME AREAS OF THE CIVIC CENTRE

Cllr G Maskell advised that she and Bianca Buss had inspected the Civic Centre and highlighted several areas that needed redecorating. It was proposed by Cllr D Wright, seconded by Cllr D Brindley and unanimously **RECOMMENDED** that a specification be drawn up and estimates obtained, to be taken back to the next meeting for consideration.

1150. TO CONSIDER ESTIMATES FOR THE CIVIC CENTRE KITCHEN REFURBISHMENTS

Two estimates had been circulated with the agenda and a third had been received late. All three estimates were considered. The Town Clerk/RFO advised that at the present time, there is just enough budget to cover the required work to the downstairs kitchen, but not enough to replace the upstairs kitchen as quoted for. She advised that as the downstairs kitchen is used

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most, she felt that this should take priority. Following consideration of the three estimates and the advice from the Town Clerk it was proposed by Cllr Page, seconded by Cllr D Wright and unanimously **RECOMMENDED** that the estimate from Heartwood Carpentry for works in the downstairs kitchen in the sum of £3,059 be accepted and that replacement of the upstairs kitchen be put on hold for the time being.

1151. TO CONSIDER RENEWAL OF GAS BOILER SERVICE CONTRACT

It was noted that the annual gas boiler service contract was due for renewal and had increased in price by £2.58 per month. Following consideration it was proposed by Cllr D Brindley, seconded by Cllr D Wright and unanimously **RECOMMENDED** to renew the gas boiler service contract with British Gas payable by monthly direct debit, total £1,032.06 including VAT.

1152. FUTURE EVENTS

Future events were discussed and the following unanimously **agreed**:-

Bingo – 22nd February to be a boozy bingo with a raffle.

Bingo – 29th March bingo to be an Easter special bingo with raffle and mini quiz at half time break

There was subsequent discussion as to whether the Mayor would hold an end of term event and details were agreed as follows:- Date for event Saturday 13th April with a 7.30pm start; entertainment to be provided by Cllr Brian Page and Tim Secrett, to be known as the Mayor's Misfits with volunteer Stan Newman providing music during the singers' break; a buffet to be provided and a pay bar run by Councillors for which a temporary event notice will need to be purchased; ticket price £8; fancy dress as a celebrity who has 'passed away' is optional. It was agreed that it be advertised in the Council's Town Crier newsletter and that the office staff make up some posters to advertise the event.

1153. BUSINESS PLAN UPDATE

It was **agreed** that the kitchen refurbishment be added to the Business Plan.

1154. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

None.

There being no further business the meeting closed at 9.05 pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 1st April 2019 at 7.30 pm