

TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 29th July 2019** in Telscombe Civic Centre at 7.30 pm.

PRESENT

Councillors: C Clarkson, C Gallagher *Chairman*, J Harris,
L Mills *Vice-Chairman*, L O'Connor, B Page,
C Robinson & I Sharkey *Mayor*, A Smith

Also Present:

Stella Newman, Town Clerk & RFO (*minutes*)
Approx. 6 members of the public

1185. PUBLIC QUESTION TIME

A member of the Telscombe Residents' Association (TRA) asked if he could speak when agenda items 8, 9 and 11 were discussed but the Chair asked him to speak now. Cllr O'Connor advised he thought it would be appropriate to suspend the meeting and let the TRA speak when agenda item 8 was discussed. Regarding agenda item 9, bench replacement in Chatsworth Park, the TRA member suggested that a replacement be put further up the hill so there would be less anti-social behaviour and also suggested that the Council look at bench sponsorship. He was advised that bench sponsorship had been discussed at a previous meeting and was being looked into by the Amenities Officer. Regarding agenda item 11 the TRA member noted that the Council have agreed to hold a race night and said the Council should have contacted them as a matter of courtesy as they are no longer holding a race night themselves. Cllr O'Connor had not been at the working group meeting when it was agreed and was not aware of the history of the race night and apologised that the TRA had not been contacted. The Chairman noted the comments.

Another member of the public asked if the Council was considering anything for teenagers as her son has nowhere to go and there is nothing for him and his friends to do. The Chairman advised that a youth package is currently being reviewed. Cllr Robinson asked the resident's son if he attended the Joff youth club in Peacehaven and he replied that he does not like to go to youth clubs. Cllr Robinson then asked him what he wanted to do and he said he just wanted somewhere to go. The Chairman advised that in Rottingdean they are getting games consuls and music mixing equipment for the teenagers to use.

Another member of the public spoke regarding agenda item 11, the race night. He advised that the Council initially held the event and it was handed over to the TRA a few years ago. He suggested it should be a joint evening between the TRA and Council.

1186. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were no apologies. Cllr Brindley was not present but had not submitted apologies.

1187. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

None.

1188. TO DISCUSS AND APPROVE MINUTES OF THE MEETING HELD ON MONDAY 3rd JUNE 2019

It was proposed by Cllr Gallagher, 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 Gallagher.

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1189. TO RECEIVE ACTION LIST

The action list was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
28.1.19	Min 1144, p 2910 – To consider estimates for bench replacements at Chatsworth North playground	BB	Benches received and installation is imminent.	July 2019
1.4.19	Min 1161, p 2954 – To consider estimates for tree works at Chatsworth Park and The Copse	BB/SN	EH Treecare have been instructed. <i>Most works complete but some have had to wait due to nesting birds.</i>	Sept 2019
1.4.19	Min 1165, p 2955 - Civic Centre security	BB/SN	Quotations still awaited for reception alteration work – <i>no responses despite chasing.</i> Additional CCTV camera/monitor and door intercom work due to start shortly. Additional estimates for front door works awaited (contractor will need to carry out service to provide estimate)	Sept 2019
3.6.19	Min 1177, p 2987 - Works to fencing and basketball unit at Chatsworth South playground	BB	Parts ordered and work due to commence next week.	Sept 2019
3.6.19	Min 1178, p 2987 – Tree works and tree survey in Chatsworth Park and The Copse	BB	Update placed on agenda for tonight's meeting	Nov 2019
3.6.19	Min 1179, p 2988 – picnic bench at Chatsworth Park	SN/BB	Bench ordered and delivery due in 3 weeks. Amenities Officer investigating bench sponsorship scheme & will bring back to future meeting.	Sept 2019
3.6.19	Min 1180, p 2988 – funding for Wave Leisure Summer Holiday Scheme	SN	Agreed funds have been released to Wave Leisure. They have confirmed places advertising for the summer holiday scheme was placed as per our request.	July 2019
3.6.19	Min 1181, p 2988 – Re-decorating Civic Centre	SN	Work scheduled for end July/Aug to coincide with quiet hire period.	Sept 2019

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1189. To Receive Action List (Contd)

3.6.19	Min 1182, p 2989 – Display Freeman’s medals and cap	CR	Cllr Robinson is investigating prices for a box frame. <i>Cllr Robinson advised shop she contacted cannot assist so she has passed this to Admin Assistant to progress.</i>	Sept 2019
3.6.19	Min 1183, p 2989 – Future Events	SN	A working group meeting was held and an update has been placed on this agenda	July 2019

1190. TO RECEIVE INCOME AND EXPENDITURE TO 31st MAY 2019

Cllr O’Connor asked what the -£686 was for under budget head 4351-202. The Town Clerk explained this was the balance of payment for two benches that were ordered in the last financial year so the funds had been carried forward to make the payment. Cllr O’Connor said he thought a budget for the year of £1,000 for seats and notice boards was low. Cllr Page advised that it seemed a sensible estimate when the budget was set.

It was unanimously **agreed** that the income and expenditure figures for Amenities of £1,196.00 expenditure of and income of £103 and Civic Centre expenditure of £10,347.00 and income of £2,385 at 31st May 2019 be accepted as correct.

1191. TO AGREE QUOTE FOR TREE SURVEYS IN CHATSWORTH PARK AND THE COPSE

Although it was agreed at the last meeting to instruct Richard Jackson to undertake the tree surveys, he has since notified us that due to ill health he can no longer carry out surveys. Alternative estimates were sought and two received. Based on the recommendation in the report from the Amenities Officer it was proposed by Cllr O’Connor, seconded by Cllr Robinson and unanimously **RECOMMENDED** to instruct Arbosense Arboricultural Consultants to carry out a tree survey and provide a full report on any health & safety issues to include any future management recommendations on the trees in Chatsworth Park and The Copse for the sum of £500 and to also to inspect the trees on the boundaries of properties at 1 Cavendish Close and 9 Bridle Way and provide a brief summary of findings for £100 (no VAT applicable). The reports will be brought back to the next meeting for consideration.

1192. TO CONSIDER REQUEST FROM TELSCOMBE RESIDENTS’ ASSOCIATION REGARDING INFORMATION BOARDS

Meeting adjourned 8.04pm

The Chairman allowed adjourned the meeting to allow a member of the Telscombe Residents’ Association (TRA) to speak about the boards. He advised that the TRA had suggested this as a community project. They felt that Telscombe Cliffs is a historical area, but there is nothing letting people know the history and there is nothing at the memory garden to let people know how to get a plaque to put up there. They had applied to The House Project for funding of £500 per board and wanted 4 boards, 4’ x 2’ on 2 6’ poles as follows:- one near the weather vane on the cliff top explaining about Footpath 12a, one near the entrance to the Tye and one at the Crossdyke explaining the and one at the memory garden explaining how and why the garden was created and how to obtain a memory plaque. Discussion ensued regarding the request. Councillors were supportive of the idea but wanted to know actual size, construction and wording before agreeing. The TRA explained that The House Project want confirmation from

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1192. To Consider Request from Telscombe Residents' Association Regarding Information Boards (Contd)

the Council that we are agreeable to the boards and are unable to fund them from Council monies before they agree to a grant; the TRA are not prepared to carry out any design/wording work until they are in receipt of this confirmation.

The meeting reconvened at 8.14pm

As a stalemate appeared to have been reached it was proposed by Cllr O'Connor, seconded by Cllr Judd and unanimously **RECOMMENDED** that the Council write to the TRA advising them that 'in principal the Council does not object to the possibility of information boards being investigated and that the boards cannot be funded from this year's budget.'

1193. TO CONSIDER REQUEST FROM TELSCOMBE RESIDENTS' ASSOCIATION REGARDING REPLACEMENT BENCH IN CHATSWORTH PARK

It was noted that the bench in question was in a secluded area of the park and despite foliage being cut back, youths still congregated in the area, there was anti-social behaviour and in the end the bench was vandalised and removed. Following discussion, it was proposed by Cllr O'Connor, seconded by Cllr Robinson and unanimously **RECOMMENDED** that the bench is not replaced.

Discussion ensued regarding the park generally and the Chairman advised the park needed more facilities such as temporary toilets during the summer months. It was noted that litter picking was not included in the grounds maintenance contract and suggested that volunteers could possibly assist. The Town Clerk advised regarding problems with the insurance aspect when she had tried to arrange volunteer litter picking before. It was felt that the Council should form a working group to discuss improvements for Chatsworth Park and also try and work with the 'Friends of Chatsworth Park'. Cllr Mills said she would try and get signs regarding picking up dog mess from the Neighbourhood First team at LewesDC to put up in the park.

1194. TO CONSIDER REPAIR TO SANDPIT IN CHATSWORTH PARK SOUTH PLAYGROUND OR REPLACEMENT WITH ALTERNATIVE EQUIPMENT

The damage to the sandpit roof following a large branch falling on it during 'Storm Miguel' was noted. The Town Clerk has submitted a claim to the Council's Insurers and is awaiting a response. The claim for emergency making safe and ultimate repair is £3,417 in total. It was noted that as the sandpit is situated directly next to the new perimeter fencing, youngsters had been climbing on the fence and onto the roof of the sandpit which had caused damage to the fence. The cost of 'topping up' the sandpit and general keeping clean of the sand was noted. The Town Clerk advised it was the perfect opportunity to consider removing the sandpit and replacing with another piece of equipment. She had got costs from 2 companies for an 'inclusive springie.' Taking the aforementioned into consideration it was proposed by Cllr Robinson, seconded by Cllr Smith and unanimously **RECOMMENDED** that the sandpit be removed and replaced with a gravity rider inclusive unit from Playdale Playgrounds at a cost of £2,446 plus VAT to include delivery, installation and a Grasslok surface. Prices are to be obtained for removal of the remaining sandpit housing and making good to a turfed surface ready for installation of the new unit. It was **agreed** that if the cost is within the insurance claim payment, removal and making good works can go ahead.

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1195. FUTURE EVENTS

At a recent meeting of the Events Working Group the following events had been discussed and agreed which need Committee approval:-

Fun Dog Show – This was agreed at the working group meeting. It is to be held in Chatsworth Park on Sunday 15th September 2019 starting at 1.00pm. Someone known to Cllr Mills who holds dog shows on a regular basis has agreed to host the classes and do the judging free of charge. We are also advertising stalls for the show at a cost of £10 each, looking for food stalls and sponsorship of each class (14 in total) of £5 to cover the rosettes (1st to 5th place) and donations for raffle prizes. We will need to hire toilets and have a cost of £270, have one quote for first aid of £110 net, Seahaven FM to possibly comper at £100 and a cost for fire extinguisher hire of £48 plus VAT. It was proposed by Cllr Robinson, seconded by Cllr Clarkson and unanimously **RECOMMENDED** that the necessary facilities be hired at the best price possible.

Halloween – It was noted that the usual entertainer had moved out of the area and it was proposed by Cllr Clarkson, seconded by Cllr B Page and unanimously **RECOMMENDED** that N Emmet be hired for entertainment at a cost of £130, the event be held on Friday 1st November from 7-9pm and the ticket price be £3 per person to include a hot dog and drink. Cllr O'Connor confirmed he would be available to cook the hot dogs.

Race Night – It was agreed at the working group meeting to hold a race night on Saturday 23rd November 2019 as the TRA were no longer holding this event. A volunteer who ran the races for the TRA was willing to do the same for the Council and an ex-Councillor who had previously run the tote and again agreed to do it.

The meeting was adjourned at 8.55pm to enable a representative from the TRA to speak.

The TRA member again advised he thought the Council should have contacted them as a matter of courtesy regarding holding the race night. They only decided not to hold the event from last year as ticket sales had dropped and there was a lack of support from the Mayor and Councillors. The event had been their main fundraiser, and they shared the profit 50/50 with the Mayor.

The meeting resumed at 9pm.

Cllr Mills said she had spoken to the TRA before the meeting regarding this and was prepared to discuss it further with them. It was therefore proposed by Cllr Sharkey, seconded by Cllr Mills and agreed that Cllr Mills discuss this with the TRA at the forthcoming Councillors surgery to see what they wanted to do going forward and it be brought back to the next meeting for discussion and ultimate agreement on how to progress.

Kid's Christmas party – this is to be held at the Civic Centre on Sunday 8th December from 2.30-4.30pm. Entry fee and full details to be discussed and agreed by the working group and brought back to Committee for approval.

Film singalong event – This is to be held on Friday 7th February 2020 at 7.30pm. We will show a musical type film which will have the words on the screen that you can sing along to. There will be an entry fee and popcorn provided. People can bring their own drink. Entry fee and full details to be agreed/arranged.

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1195. Future Events (Contd)

Art and poetry reading event - This is an idea from Cllr Sharkey and full details are to be agreed/arranged. A date of Saturday 4th April 2020 has been agreed starting at 4pm in the afternoon and going through to the evening.

Sussex Day County Fare – This was agreed for Saturday 13th June 2020 from 12-4pm to be held in Chatsworth Park to coincide with Sussex Day which is on 16th June annually. It is planned to have local food and crafts, a maypole and/or Morris dancers, a story teller, tug of war, etc.

Mayor's final event – It was agreed that the Mayor will host an event on Saturday 16th May 2020 in the Civic Centre. Details to be agreed.

Fun run in Chatsworth Park – this was mentioned as a possibility in January 2020 but no details were discussed or agreed.

Tye Walk – this was mentioned as a possibility for March.

VE Day 75/Change of May Day Bank Holiday 2020 – It was noted that the early May bank holiday in 2020 will move from Monday 4th May to Friday 8th May to mark the 75th anniversary of VE Day which takes place on 8th May. This will enable people to pay tribute to those who served in one of the most significant events in our Country's history. It was **agreed** to take this back to the Events Working Group to discuss if we wanted to hold an event.

Christmas Day Coffee Morning – over the last several years we have held a Christmas Day coffee morning at the Civic Centre from 10am to midday where bacon sandwiches were provided. The mornings were hosted and cooking done by Councillors. We need to decide if we will do it again this year.

1196. TO CONSIDER NEW MAYOR'S BOARD FOR COUNCIL CHAMBER

It was noted that the Mayor's board in the Council Chamber is now full and a replacement will need to be arranged before next year. It was proposed by Cllr C Robinson, seconded by Cllr D Judd and unanimously **RECOMMENDED** to get a new board the same as the old wooden board. Quotations will be obtained and brought back to a future meeting for approval.

1197. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

None.

There being no further business the meeting closed at 9.10 pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 23rd September 2019 at 7.30 pm