

# TELSCOMBE TOWN COUNCIL



Minutes of an Extra Ordinary remote meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Thursday 25<sup>th</sup> February 2021** 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* and  
A Smith

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

## **1377. PUBLIC QUESTION TIME**

There were no members of the public present.

## **1378. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllr Brindley for a prior commitment and Cllr Judd for family commitments and these reasons were accepted by the Committee. It was noted that Cllr Harris had not arrived as yet.

## **1379. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **1380. TO CONSIDER CHANGES TO THE TERMS & CONDITIONS FOR THE CAFÉ CONCESSION IN CHATSWORTH PARK**

The report from the Amenities Officer highlighted that the Chatsworth Park Café Working Group (CPCWG) met with both candidates and following discussions, felt that the Terms and Conditions of the concession needed amending. Before the CPCWG could offer their preferred business the concession, the revised Terms & Conditions need to be considered and agreed by the Committee. It was proposed by Cllr Smith, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the suggested changes to the Terms and Conditions be accepted.

Following the recommendation, the Committee discussed the proposals from the two candidates. Cllr Clarkson confirmed that after meeting with both business owners, the CPCWG felt that Wander Coffee would provide a good fit as they have vast experience in catering, provided suggestions on how to increase traffic to the area and evidenced their support to the environment by using gas as a fuel, biodegradable cups, recycling coffee grinds and reduced price refills for customers who bring their own cups. They also sell locally produced products.

*Cllr Harris joined the meeting at approximately 7.40pm*

Wander Coffee asked if there was a possibility of the Council obtaining a portable toilet, which could be investigated going forward. Cllr Smith advised that Wander Coffee had taken time to look at Chatsworth Park and provided a suggestion for their trailer to be situated at the car park, as the most suitable site for obtaining business.

The Town Clerk noted that the Terms & Conditions state that the licence is issued for free for 6 weeks and that the Town Council are able to negotiate a licence fee following this period, based on a percentage of concession earnings, and asked how the Council would decide if a fee was to be charged and what percentage. Cllr Smith responded, confirming that this period of



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## **1380. To consider changes to the Terms & conditions for the Café concession in Chatsworth Park (Contd)**

time is to obtain soft market testing and that negotiations will take place following the 6 week period. The Town Clerk also asked for an idea of the proposed working hours so that the Council can promote the concession and suggested a link to their facebook page. Cllr Clarkson confirmed this would be decided during the course of the concession once evidence has been provided on popular dates and times. He also advised they will display the opening hours on their social media site.

Cllr Robinson asked if a proposed start date had been arranged and Cllr Clarkson confirmed it was hoped that the business would start as soon as possible.

The Amenities Officer stated that the nearest services to the park are situated at the top of Ambleside Avenue, near to property number 54. This would provide less costs to the Council if it is decided to go ahead with a more permanent building. Cllr Mills felt that this would not be an ideal position due to the amount of parked vehicles on the road and it being situated near to a bend in the road.

Cllr Smith asked the Officers to investigate if a street trading licence would be required from Lewes District Council and the Amenities Officer stated that she did not think one would be needed, but would investigate and come back with an answer.

## **1381. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING**

There were no urgent matters.

There being no further business the meeting closed at 8.00pm.

Signed.....  
CHAIRMAN

*NB Next meeting of the Committee - Monday 22<sup>nd</sup> March 2021 at 7.30 pm*