



TELSCOMBE TOWN COUNCIL

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

Telscombe Civic Centre
360 South Coast Road
Telscombe Cliffs
BN10 7ES
Tel: 01273 589777
www.telscombetowncouncil.gov.uk

19th July 2022

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **Amenities & Civic Centre Committee** at Telscombe Civic Centre on **Monday 25th July 2022** at 7.30pm for the purpose of transacting 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 in relation to matters on the agenda
4. To approve minutes of the meeting held on Monday 30th May 2022 – *see attached*
5. To receive action list – *see attached*
6. To note Income & Expenditure figures to 30th June 2022 – *see attached*
7. To review/update the Business Plan – *see attached*
8. To note amenities complaints since last meeting – *see attached*
9. Update on high priority items listed on the Access Report for Telscombe Town Council's green spaces – *see attached*
10. Update on playground inspection reports & to agree actions – *see attached*
11. Update on management plan – *see attached*
12. To discuss findings from the preliminary bat roost assessment in Chatsworth Park – *see attached*
13. To agree for wildlife pond and second hibernacula being added to Chatsworth Park – *see attached*
14. To consider two wildflower meadow locations in Chatsworth Park – *see attached*
15. Update on Develop Outdoors request to build a permanent shelter in Chatsworth Park – *see attached*
16. To note the emerging Green Infrastructure report – *see attached*
17. To consider tree policy – *see attached*
18. To consider accepting oak tree saplings – *see attached*
19. To consider purchasing additional benches for Chatsworth Park – *see attached*
20. To ratify agreement of shipping container colour for Wander Coffee – *see attached*
21. To consider extending Wander Coffee's concession – *see attached*
22. To consider Wander Coffee's request to sell alcohol from Chatsworth Park – *see attached*
23. To consider planting at bottom of 'pigs hill' in Chatsworth Park – *see attached*
24. To consider estimates for bird proofing solar panels – *see attached*
25. Future Events – *see attached*



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26. Urgent matters at the discretion of the Chairman for noting or adding on a future agenda

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 ensure they are not included in the filming

Date for next meeting of the Committee – 25th July 2022



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Minutes of a meeting of the AMENITIES & CIVIC CENTRE COMMITTEE held on Monday 30th May 2022 in Telscombe Civic Centre at 7.30 pm.

COMMITTEE MEMBERS PRESENT:- Councillors C Clarkson, C Gallagher, D Judd *Mayor*, L O'Connor, C Robinson & A Selby

Also Present:- Stella Newman, Town Clerk & RFO (*minutes*)

1525. TO APPOINT A CHAIRMAN AND VICE CHAIRMAN

Cllr Robinson nominated Cllr Clarkson as Chairman of the committee, seconded by Cllr Judd and Cllr Clarkson was unanimously elected as Chairman.

Cllr Selby advised he was willing to be Vice Chairman of the committee, seconded by Cllr O'Connor and Cllr Selby was unanimously elected as Vice Chairman.

1526. REPORT FROM COMMITTEE CHAIR

Cllr Gallagher had written a report to accompany the agenda when she was still Chair of the Committee. It highlighted the achievements of the Committee over the last 3 years which included the commissioning of several reports regarding ecology and biodiversity of Chatsworth Park. A Management Plan and Boundary Policy had also been drawn up for the Park and she wanted to ensure that the Committee carry on taking these into consideration when carrying out works. She also advised that the Saltdean Community Association, of which she is Chair, had paid for a report by Aspen Treecare which documented how to increase the visual attractiveness and accessibility of the southern area of Chatsworth Park for the public. She also advised that the Committee had made plans to approve the appearance of the Civic Centre and move towards net zero carbon by 2030 by finding alternative ways to improve energy efficiency.

1527. PUBLIC QUESTION TIME

Cate Grundy from Friendly Fox Games was present. She advised she is a Brighton University Lecturer and wanted to give a brief presentation on the digital game that herself and Develop Outdoors are proposing for Chatsworth Park. The Chairman felt it would be better to bring agenda item 20, which is regarding the digital game, forward for discussion and Cate could do her presentation then. It was unanimously **agreed** to do this after apologies for absence and declarations of interest had been considered.

1528. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Cllr Page due to health reasons and Cllr Smith due to family commitments. These reasons were accepted by the Committee. Cllr Brindley was not present but had not sent apologies.

1529. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST IN RELATION TO MATTERS ON THE AGENDA

Cllr Clarkson advised that his wife works for Develop Outdoors.

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1530. TO CONSIDER REQUEST FROM DEVELOP OUTDOORS FOR USE OF CHATSWORTH PARK AS AN INTERACTIVE GAME SITE

Cllr Clarkson gave Cate Grundy permission to speak and she gave a brief presentation on the digital game that herself and Develop Outdoors are proposing for Chatsworth Park. She advised that she has drawn up a pilot style project with a simplified trail which will cost them approximately £10-£15,000 and they will attempt to raise money via grant applications. She will co-design the content and ideas for a natural trail with Develop Outdoors. Cllr Selby had studied the information provided and advised that there will be a cost for scans via the Artive app of \$10 a month if there are under 1,000 scans a month which he felt the Council could pay for. The Town Clerk advised that the Council could not pay someone else's bill for people using their game, but Develop Outdoors could apply for a grant for consideration. It was agreed that further information would be needed to give the matter full consideration. Following discussion it was proposed by Cllr Selby, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to give further consideration to future proposals, give support by providing information Develop Outdoors may need about the park for any grant applications they make and that they can use Chatsworth Park as a site for the game.

1531. TO APPROVE MINUTES OF THE MEETING HELD ON 21ST MARCH 2022

It was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RESOLVED** that the minutes of the meeting held on Monday 21st March 2022 were a true record of the proceedings and were signed as correct by the Chairman Cllr Clarkson.

1532. TO RECEIVE ACTION LIST

The action list was noted as follows:

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
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. <i>Put on hold due to increase in Omicron Covid cases, but can now proceed.</i>	Sept '22
27.1.20	Min 1251, p 3129 – To consider disposal of pool table	SN	Second-hand value to be ascertained and table then advertised for sale. <i>Put on hold due to Covid, but possible to now proceed.</i>	July '22
22.3.21	Min 1386, p 3385 – To agree works in Chatsworth Park next to a property in Kirby Drive	BB	An agenda item has been added to this meeting.	See new agenda item
27.9.21	Min 1453, p 3513 – To consider works to trees adjacent to properties bordering Chatsworth Park	BB	Planting of three new trees to be budgeted for & considered in autumn 2022 and alongside tree survey report.	July 2022

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1532. Action List (Contd)

27.9.21	Min 1454, p 3513 – To consider consultation responses and agree a new piece of playground equipment at Robert Kingan Playground	BB/SN	Playsafe installed ball wall & 4 seater seesaw. Cllrs informed by email.	Complete
27.9.21	Min 1458, p 3515 – Update on Chatsworth Park South Playground gates and agree way forward	BB	Works due to be undertaken 29 th May. An update will be provided at the meeting.	May 2022
27.9.21	Min 1461, p 3516 – To consider carbon footprint calculator for the Civic Centre	SN	Information on Civic Centre carbon footprint calculation to be taken to the Climate Change working group for consideration as to a way forward. Another meeting to be arranged.	Ongoing
29.11.21	Min 1471, p 3513 – To review the Business Plan	SN	Updates have now been added to the current Business Plan.	See new agenda item
29.11.21	Min 1472, p 3513 – Update on the high priority items listed on the access report for Telscombe Town Council's green spaces	BB	BB to draft survey for residents to complete & take to Committee for agreement via email, before being advertised out.	July 2022
29.11.21	Min 1473, p 3513 – To consider applying for funding for a new route and pathway works next to Chatsworth Park North playground	BB	An agenda item has been added to this meeting.	See new agenda item
29.11.21	Min 1474, p 3513 – To consider trampoline and climbing frame works in playgrounds	BB	Repair works now undertaken.	Complete
29.11.21	Min 1477, p 3514 – Update on placing bee hives on Telscombe Town Council owned land	BB	B&LBK investigating a manager to take on site, but they have had no success to date.	July 2022
29.11.21	Min 1479, p 3515 – To consider renewable energy options for Telscombe Town Council	SN	SN to work with Dr Mark Earthey and OVESCO to examine our existing power suppliers and possible installation of a new system.	See new agenda item regarding gas & electricity renewal.

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1532. Action List (Contd)

24.01.22	Min 1491, p 3592 – Update on adding lecterns at key entry points within Chatsworth Park	BB/SN	An agenda item has been added to this meeting.	See new agenda item
24.01.22	Min 1492, p 3593 – To agree annual playground area inspections	BB	LDC will carry out the 4 types of inspections on our 3 playgrounds in April or May 2022.	July 2022
24.01.22	Min 1494, p 3593 – To consider quotations for removal of Russian Vine to an area within Chatsworth Park	BB	Countrywide have now removed the vine.	Complete
24.01.22	Min 1497, p 3594 – To agree estimate for painting Civic Centre downstairs windows	SN	Works to be undertaken by O'Sierra at the beginning of June.	July 2022
24.01.22	Min 1499, p 3595 – To agree estimates for replacement fire doors at the Civic Centre	SN	Agreed to authorise SN to spend up to £7,200 + VAT for doors required & PO issued to Thomas Doors for £7,000 + VAT. Doors have been custom made & are due to be fitted imminently.	May 2022
21.03.22	Min 1511, p 3634 – To review the Business Plan	SN	Updates have now been added to the current Business Plan. Dates will be added to report once an item is reviewed.	See new agenda item
21.03.22	Min 1513, p 3634 – To note ESCC's response to a proposed controlled crossing from Kirby Drive to Chatsworth Park	BB	This item is to be put on hold and any update will be listed on the access report spreadsheet.	Complete
21.03.22	Min 1515, p 3635 – To consider replacement springers in Chatsworth Park South Playground and Robert Kingan Playground	BB	Springers due to be installed mid July.	July 2022
21.03.22	Min 1516, p 3635 – To consider works to wetpour surfaces in Telscombe Town Council's three playgrounds	BB	PO issued to DCM Surfaces & we are awaiting start date from them.	July 2022

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1532. Action List (Contd)

21.03.22	Min 1517, p 3636 – To approve amended wording to the Chatsworth Park & Copse Management Plan & agree actions	CCL / BB	Cllr Clarkson is putting together a calendar to list the programme of works and recruiting volunteers to carry out tasks. BB to carry out annual inspections, which will be reported to A&CC Committee.	Complete
21.03.22	Min 1518, p 3636 – To consider extending Wander Coffee's concession	BB	Wander Coffee have extended their concession with TTC until 30.09.2022 and will continue to pay the £40 weekly licence fee charge which will cover the portable toilet hire.	Complete
21.03.22	Min 1520, p 3636 – To agree repair to Civic Centre roof	SN	Insurance Company authorised repairs to roof & contractor issued with PO. Due to be actioned 27 th May 2022.	May 2022
21.03.22	Min 1521, p 3636 – Future Events	CG	Cllr Gallagher obtained eggs from Co-Op for Easter egg hunt.	Complete
21.03.22	Min 1522, p 3637 – To note Amenities complaints since last meeting	BB	BB contacted both complainants to advise no works will be carried out.	Complete
21.03.22	Min 1523, p 3638 – Update on tree survey actions and to agree way forward with tree works	BB	Tree planting policy to be taken to the next A&CC meeting. Estimates obtained for all trees listed as hazardous and/or works to be undertaken with 1 month. Estimates for trees where the structure is poor and/or works to be undertaken in three months due 06.06.2022. PO sent to Middlemarch for badger monitoring survey, roost assessment & OS Mapping data.	July 2022 See new agenda item June 2022 July 2022
21.03.22	Min 1524, p 3639 – Urgent Matters, projects for Chatsworth Park	BB	Meeting to discuss projects has been held, & some agreed to be taken forward.	See new agenda items
21.03.22	Min 1524, p 3639 – Urgent Matters, hibernaculum's	BB	Countrymans contacted and asked not to cut the grass in this location.	Complete
21.03.22	Min 1524, p 3639 – Urgent Matters, memorial bench	BB	An agenda item added to this meeting requesting a memorial bench to be placed in Robert Kingan playground	See new agenda item
21.03.22	Min 1524, p 3639 – Urgent Matters, bee homes	BB	Meridian School have agreed to participate with the bee home scheme. Bamboo canes have been purchased.	July 2022

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1532. Action List (Contd)

The Town Clerk was asked to arrange a meeting of Telscombe's Climate Change Working Group and that the group be renamed the Climate Change and Biodiversity Working Group.

1533. TO NOTE INCOME & EXPENDITURE TO 30th APRIL 2022

The Town Clerk's report, along with the full income and expenditure list detailing the current budget lines for the Civic Centre and Amenities Committees and Earmarked Reserves were noted.

1534. TO REVIEW THE BUSINESS PLAN

The current version of the business plan was noted and the Town Clerk was asked to arrange a meeting of the Business Plan strategic review working group.

1535. TO NOTE AMENITIES COMPLAINTS SINCE LAST MEETING

The list of complaints were noted by the Committee.

1536. UPDATE ON HIGH PRIORITY ITEMS LISTED ON THE ACCESS REPORT FOR TELSCOMBE TOWN COUNCIL'S GREEN SPACES

Following the consideration of the Amenities Officer's report it was proposed by Cllr Judd, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that regarding 3.9 on the Access Report, not to progress with looking into installing a slope, but to get estimates for repair to the steps and regarding 4.1 and 4.2, that a survey is considered by the projects working group.

1537. TO AGREE PROOF FOR CHATSWORTH PARK INFORMATION BOARDS

Having looked at and discussed the proof it was proposed by Cllr Judd, seconded by Cllr Robinson and **RECOMMENDED** that the following amendments be made to the draft proof and once a revised proof was received, final approval be given by a majority of the Committee via email:-

- The 'You are Here' wording to be larger
- Remove the words 'Chatsworth Park' at the top right of the map
- Add the words 'Scan the QR code for more information' above the QR code
- Add the bottom part of the Park on the map that had been cut off
- Remove the word 'gate' in the key as there are no access gates to the park
- Add the additional wording detailed in the report circulated with the agenda

1538. UPDATE ON PLAYGROUND INSPECTION REPORTS AND TO AGREE ACTIONS

The Committee noted from the Amenities Officer's report that most items were being progressed. Regarding the rusting metal on the roundabout at Robert Kingan playground Committee members advised that if it is sanded down, rubber paint could be applied as a temporary repair and quotes from metal workers should be obtained to make a new piece as the original manufacturer of the roundabout was no longer trading.

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1539. TO CONSIDER INCREASING THE MEMORY GARDEN PLAQUE PRICE AND TO USE NEW SUPPLIER

Committee members noted that the current supplier had ceased trading and it was proposed by Cllr Judd, seconded by Cllr Gallagher and unanimously **RECOMMENDED** to use Martin Dare Engraving as the new supplier and in view of the increased cost of the plaque, to increase the purchase cost to the public by £5 to £20. It was **agreed** to put an article in the next newsletter to advise the public regarding the increased cost.

1540. TO CONSIDER AN APPLICATION FOR A MEMORIAL BENCH IN ROBERT KINGAN PLAYGROUND

The Amenities Officer's report was discussed and it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the application for a memorial bench in Robert Kingan playground be agreed as a one-off, with the caveat that there has been little or no increase in the purchase cost of a bench to the Council.

1541. TO CONSIDER RECOMMENDATIONS FROM SURVEYOR'S REPORT FOR SUGGESTED WORKS IN CHATSWORTH PARK NEXT TO A PROPERTY IN KIRBY DRIVE

Following consideration of the recommendations in the Surveyor's report, it was proposed by Cllr Gallagher, seconded by Cllr Selby and **RECOMMENDED** by a majority that estimates are obtained to remove loose plant material and general debris and for re-grading and reduction of the lower sections of the bank. Cllr O'Connor was against and Cllr Clarkson abstained.

1542. TO CONSIDER ESTIMATES FOR TREE WORKS IN CHATSWORTH PARK

The estimates were considered and it was proposed by Cllr Gallagher, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that the estimate from EH Treecare in the sum of £4,920 plus VAT be accepted and that the waste is chipped back into the wooded area used by the forest school, timber is cut into 1m lengths and stacked as habitat piles where appropriate and safe to do so and any timber not suitable due to size or safety reasons is removed. It was also **agreed** to notify the public via Facebook when the works are due to commence.

1543. TO RATIFY AGREEMENT FOR INCREASE IN COST FOR OS MAPPING DATA

It was proposed by Cllr Judd, seconded by Cllr Robinson and **RECOMMENDED** by a majority for the increased cost of the OS mapping data that Middlemarch will need to produce their report on the bat and badger survey in the sum of £166.10 plus VAT. Cllr Gallagher abstained.

1544. TO CONSIDER PERMANENT SHELTER AND FENCING REQUEST FROM DEVELOP OUTDOORS FOR FOREST SCHOOL ACTIVITIES

The Committee considered Develop Outdoors' request to erect a more permanent shelter and fencing in Chatsworth Park and it was **agreed** that a frame with shingle roof would not be appropriate. It was therefore proposed by Cllr Judd, seconded by Cllr Selby and unanimously **RECOMMENDED** that Develop Outdoors could erect 4 posts for a tarpaulin to be added when they host their forest school (permission to be sought and agreed by the Council on each occasion for use) and that they could build a short woven fence using fallen branches on three

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1544. To Consider Permanent Shelter and Fencing Request from Develop Outdoors for Forest School Activities

sides only, but the Council need to be given and agree the exact location and size for where they want to erect the fence.

1545. TO RATIFY BUILDING A HIBERNACULA IN CHATSWORTH PARK AND CONSIDER BUILDING A SECOND ONE

It was noted that the building of a hibernacula, an underground chamber that amphibians and reptiles use throughout the winter to protect themselves from the cold, would be undertaken by volunteers at no cost to the Council. It was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** to ratify the building of a hibernacula just off the public pavement at the top of Ambleside Avenue and for the grass above to be left as a wildflower meadow. It was also proposed by Cllr Robinson, seconded by Cllr Gallagher and unanimously **RECOMMENDED** for a second hibernacula with wildflower meadow above to be installed by volunteers at no cost to the Council, with an exact location to be agreed by the majority of Committee members via email.

1546. TO CONSIDER REGISTERING CHATSWORTH PARK & THE CIVIC CENTRE AS FILMING LOCATIONS

It was proposed by Cllr Robinson, seconded by Cllr Judd and unanimously **RECOMMENDED** to register both Chatsworth Park and the Telscombe Civic Centre as filming locations on the two websites suggested in the Amenities Officer's report.

1547. TO CONSIDER A WILDLIFE POND BEING ADDED IN CHATSWORTH PARK

Cllr Clarkson explained that the park's biodiversity could be improved with the installation of a small pond. He proposed installation of a pond approximately 2m x 2.5m, mostly shallow with a small well in the middle with the largest depth being 60cm, constructed of a fleece underlay with liner on top, lined with large stones and pieces of semi-submerged rotten wood, to be planted with hard rush, small Iris and various other water plants, this was seconded by Cllr Selby and unanimously **RECOMMENDED** to construct a pond using volunteers with the dimensions and construction as proposed and that Cllr Clarkson could seek grants or donations of materials to build it, with the exact location to be agreed by the majority of Committee members via email.

1548. TO CONSIDER TWO WILDFLOWER MEADOW LOCATIONS IN CHATSWORTH PARK

The Committee Chairman proposed deferring this agenda item to the next Committee meeting which was unanimously **agreed**.

1549. TO CONSIDER ADDING A TREE-LINED PATH IN CHATSWORTH PARK

The Committee Chairman proposed not progressing with adding a tree-lined pathway in Chatsworth Park, but that consideration was given to planting of some sort on the bottom corner of Pigs Hill, seconded by Cllr Gallagher and **RECOMMENDED** that a one-off meeting via Zoom is arranged to progress this.



1550. TO CONSIDER REPLACING A FENCE BORDERING THE COPSE AT TELSCOMBE CLIFFS WAY WITH A HEDGEROW

Following discussion, it was proposed by Cllr Selby, seconded by Cllr Judd and **RECOMMENDED** to fill in the gap where the Chestnut paling along the border of Telscombe Cliffs Way had deteriorated north of the pathway entrance that leads through the Copse only, with something that grows naturally along country lanes such as Hawthorn and that the rest of the fencing that is still standing is left in place. Estimates will be taken to a future meeting for consideration.

1551. TO CONSIDER REPLACING THE STEPS IN THE COPSE

The estimates for works were considered and it was proposed by Cllr O'Connor, seconded by Cllr Judd and unanimously **RECOMMENDED** that the estimate from ID Verde be accepted in the sum of £1,600 plus VAT.

1552. TO CONSIDER QUOTES FOR CAFÉ FEASIBILITY STUDY

The quotations received were discussed and it was proposed by Cllr O'Connor, seconded by Cllr Judd and unanimously **RECOMMENDED** that the quotation from Stickland Wright in the sum of £2,500 be accepted, with the funds to come from the park/playground refurbishment earmarked reserve.

1553. TO APPROVE USE OF CONTAINER IN CHATSWORTH PARK FOR WANDER COFFEE

It was proposed by Cllr Robinson, seconded by Cllr Judd and unanimously **RECOMMENDED** that approval be given for Wander Coffee to place a small container in Chatsworth Park next to the portable toilet until the end of their current contract in September, being of a colour that would blend into the surroundings

1554. TO CONSIDER REPLACING DAMAGED MARQUEE PARTS

It was proposed by Cllr Gallagher, seconded by Cllr Selby and unanimously **RECOMMENDED** that the quotation from Midland Marquees to replace damaged marquee parts in the sum of £281.25 plus VAT be accepted, with the money to come from the town entertainment budget.

1555. TO CONSIDER WAY FORWARD WITH THE BOUNDARY POLICY

Following discussion it was proposed by Cllr O'Connor, seconded by Cllr Robinson and **RECOMMENDED** by a majority that having taken into account the boundary policy, the Council will manage the current ecology of the boundary of the park where it borders Manor Drive by undertaking no works and the resident of number 7 can undertake fence replacement work to their property without any cutting or clearing of vegetation. Cllr Gallagher was against and Cllr Judd abstained.

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1556. TO AGREE RENEWAL OF GAS AND ELECTRICITY SUPPLIES AT THE CIVIC CENTRE

Following consideration of the information provided, it was proposed by Cllr Judd, seconded by Cllr Gallagher and unanimously **RECOMMENDED** that the Town Clerk renew both the gas and electricity supplies with whichever company is providing the best deal on the day for the shortest period of time, whether that be one or two years, and that before the next renewal after that is due, the use of Crown Commercial Services be looked into.

1557. TO NOTE CANCELLATION OF GAS SERVICE CONTRACT AND CONSIDER OPTIONS

It was noted that British Gas had reviewed their commercial services and were no longer offering their range of cover plans and our service contract would be terminated by them on 27th May 2022. It was therefore proposed by Cllr Robinson, seconded by Cllr Judd and unanimously **RECOMMENDED** that we do not investigate obtaining another service contract, but that a local company is used to carry out an annual service and for any repairs that may be necessary.

1558. FUTURE EVENTS

It was noted that the singalong Encanto film evening had proved popular and that Cllr Clarkson would contact people to obtain volunteers for the Summer Fayre. Regarding the Bounce at the Park event, it was proposed by Cllr Robinson, seconded by Cllr O'Connor and unanimously **RECOMMENDED** that this event could go ahead on Tuesday 2nd and Wednesday 3rd August in Chatsworth Park.

1559. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING

The Town Clerk informed the Committee that with the work agreed by them to date, along with the works recommended at this evening's meeting, the entire budget for grounds maintenance, along with the earmarked reserve would be used up. She therefore advised it would be necessary to look at a virement of funds to cover works for the remainder of the financial year. It was unanimously **agreed** that the Town Clerk write a report with recommendations for a virement(s) to be taken to the next full Council meeting for consideration.

There being no further business the meeting closed at 10.06 pm.

Signed.....
CHAIRMAN

NB Next meeting of the Committee - Monday 25th July 2022 at 7.30 pm

Agenda Item 5 - Amenities and Civic Centre Action List
25th July 2022

Date of Meeting	Issue Detail	Action Owner	Update	Due Date
23.9.19	Min 1215, p 3053 – Proposals to increase Civic Centre revenue	SN	Clrs Gallagher, Judd and Town Clerk to explore potential schemes and bring back to a future meeting. <i>Put on hold due to increase in Omicron Covid cases. Need to decide if still wish to proceed.</i>	Sept '22
27.1.20	Min 1251, p 3129 – To consider disposal of pool table	SN	Second-hand value to be ascertained and table then advertised for sale. <i>Was put on hold due to Covid & need to decide if still wish to proceed.</i>	Sept '22
27.9.21	Min 1453, p 3513 – To consider works to trees adjacent to properties bordering Chatsworth Park	BB	Planting of three new trees to be budgeted for & considered in autumn 2022 and alongside tree survey report. BB contacted 'trees for cities' for their programme in planting in coastal towns. Woodlands Trust also offering small saplings. To be taken to a future meeting.	Sept 2022
27.9.21	Min 1458, p 3515 – Update on Chatsworth Park South Playground gates and agree way forward	BB	Works were undertaken on 29 th May 2022.	Complete
27.9.21	Min 1461, p 3516 – To consider carbon footprint calculator for the Civic Centre	SN	Information on Civic Centre carbon footprint calculation to be taken to the Climate Change working group for consideration as to a way forward. <i>Meeting held recently & another will be scheduled for early October when Civic Centre sustainability will be discussed in more detail.</i>	January 2023
29.11.21	Min 1472, p 3513 – Update on the high priority items listed on the access report for Telscombe Town Council's green spaces	BB	An agenda item has been added concerning ratification of the pathway improvement survey.	See new agenda item
29.11.21	Min 1477, p 3514 – Update on placing bee hives on Telscombe Town Council owned land	BB	B&LBK investigating a manager to take on site, and have interest from one couple. If it goes forward, BB to investigate prices to replace the gate or have lockable posts.	Sept 2022

Agenda Item 5 - Amenities and Civic Centre Action List
25th July 2022

24.01.22	Min 1492, p 3593 – To agree annual playground area inspections	BB	LDC will carry out the 4 types of inspections on our 3 playgrounds in April or May 2022. Bianca has contacted LDC to find out when we will receive the reports.	Sept 2022
24.01.22	Min 1497, p 3594 – To agree estimate for painting Civic Centre downstairs windows	SN	The Civic Centre windows have now been painted.	Complete
24.01.22	Min 1499, p 3595 – To agree estimates for replacement fire doors at the Civic Centre	SN	Agreed to authorise SN to spend up to £7,200 + VAT for doors required. PO issued to Thomas Doors for £7,000 + VAT. Doors are being custom made. Exhibition area doors have been made & fitted and we are awaiting for remaining doors to be completed.	Sept 2022
21.03.22	Min 1515, p 3635 – To consider replacement springers in Chatsworth Park South Playground and Robert Kingan Playground	BB	Springers have now been installed and pictures provided to Committee via email.	Complete
21.03.22	Min 1516, p 3635 – To consider works to wetpour surfaces in Telscombe Town Council's three playgrounds	BB	Works due to be undertaken across the 3 playgrounds on 20.7.22.	Complete
21.03.22	Min 1520, p 3636 – To agree repair to Civic Centre roof	SN	Repairs have now been made to the Civic Centre roof. Insurance company are due to make payment of claim shortly.	Complete
21.03.22	Min 1523, p 3638 – Update on tree survey actions and to agree way forward with tree works	BB	Tree planting policy to be considered at meeting. Purchase Order issued to EH Treecare for works but delay due to nesting birds. Middlemarch have completed badger monitoring survey & roost assessment. Badger survey due end July & bat roost assessment findings added to this meeting.	See new agenda item Sept 2022 Aug 2022
21.03.22	Min 1524, p 3639 – Urgent Matters, bee homes	BB	Meridian School are putting the homes together and will advise us once they have completed the packs (due w/c 18/07).	July 2022

Agenda Item 5 - Amenities and Civic Centre Action List
25th July 2022

30.05.22	Min 1534, p 3678 – To review the Business Plan	SN	Business Plan strategic review meeting taken place & a revised plan has been taken to Full Council on 20.7.22 for approval. General comments still to be undertaken at Committee level.	Complete
30.05.22	Min 1536, p 3678 – Update on high priority items listed on the access report for Telscombe Town Council's green spaces	BB	Specification doc drafted to send to contractors for costs. An agenda item has been added concerning ratification of the pathway improvement survey.	Sept 2022 See new agenda item
30.05.22	Min 1537, p 3678 – To agree proof for Chatsworth Park information boards	SN	Information boards currently being manufactured.	Sept 2022
30.05.22	Min 1538, p 3678 – Update on playground inspection reports and to agree actions	BB	An agenda item has been added to this meeting with regards to the current update.	See new agenda item
30.05.22	Min 1539, p 3679 – To consider increasing the memory garden plaque price and to use new supplier	SN/BB	Memorial Policy noting increase to £20 will be taken to Sept's Full Council meeting for adoption. Article added to Town Crier newsletter.	Complete
30.05.22	Min 1540, p 3679 – To consider an application for a memorial bench in Robert Kingan Playground	BB	Bench and plaque have arrived and are awaiting installation.	Sept 2022
30.05.22	Min 1541, p 3679 – To consider recommendations from surveyor's report for suggested works in Chatsworth Park next to a property in Kirby Drive	BB	No response from contractors for quote to remove loose plant material and general debris and for re-grading and reduction of the lower sections of the bank. Will need to chase and/or contact further companies for prices.	Sept 2022
30.05.22	Min 1542, p 3679 – To consider estimates for tree works in Chatsworth Park	BB	Purchase Order issued to EH Treecare for works but delay due to nesting birds.	Sept 2022
30.05.22	Min 1544, p 3679 – To consider permanent shelter request and fencing request from Develop Outdoors for forest school activities	BB	An agenda item has been added to this meeting concerning the location & size of the posts for the shelter and area to be fenced.	See new agenda item

Agenda Item 5 - Amenities and Civic Centre Action List
25th July 2022

30.05.22	Min 1545, p 3680 – To ratify building a hibernacula in Chatsworth Park and consider building a second one	CCL	A new agenda item has been added to consider location of second hibernacula.	See new agenda item
30.05.22	Min 1546, p 3680 – To consider registering Chatsworth Park and the Civic Centre as filming locations	AG	Applications currently being put together by Admin & Finance Assistant.	Sept 2022
30.05.22	Min 1547, p 3680 – To consider a wildlife pond being added in Chatsworth Park	CCL	A new agenda item has been added to consider location of a wildlife pond in Chatsworth Park.	See new agenda item
30.05.22	Min 1548, p 3680 – To consider two wildflower meadow locations in Chatsworth Park	CCL	It was agreed to defer this item to the next Committee meeting.	See new agenda item
30.05.22	Min 1549, p 3680 – To consider adding a tree-lined path in Chatsworth Park	SN	Agreed not to progress with tree-lined pathway but hold a meeting to discuss planting at bottom of pigs hill.	See new agenda item
30.05.22	Min 1550, p 3681 – To consider replacing a fence bordering the Copse at Telscombe Cliffs Way with a hedgerow	SN/BB	Town Clerk has been successful in obtaining hedge pack from the Woodlands Trust, to be delivered Nov and planted by volunteers before March 2023.	Nov 2022
30.05.22	Min 1551, p 3681 – To consider replacing the steps in the Copse	BB	ID Verde to advise when they will be carrying out works to the steps in the Copse.	Sept 2022
30.05.22	Min 1552, p 3681 – To consider quotes for café feasibility study	SN/BB	The working group have held a meeting with Stickland Wright and are currently discussing locations and the next steps.	Sept 2022
30.05.22	Min 1553, p 3681 – To approve use of a container in Chatsworth Park for Wander Coffee	SN	An agenda item has been added to this meeting concerning update on the small container.	See new agenda item
30.05.22	Min 1554, p 3681 – To consider replacing damaged marquee parts	SN	Damaged marquee parts now replaced.	Complete
30.05.22	Min 1555, p 3681 – To consider way forward with the Boundary Policy	BB	Resident has been contacted to advise agreed way forward from A&CC meeting.	Complete
30.05.22	Min 1556, p 3682 – To agree renewal of gas and electricity supplies at the Civic Centre	SN	Renewal undertaken. Best deal was for 2 year contracts with EDF for electricity and SSE for gas.	Complete

Agenda Item 5 - Amenities and Civic Centre Action List
25th July 2022

30.05.22	Min 1559, p 3682 – Urgent Matters	SN	SN to write a report on recommendation for virement of funds. Detailed estimates of tree works etc need to be obtained before report can be written.	Nov '22
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AGENDA ITEM	6
REPORT TO	Amenities & Civic Centre
REPORT FROM	Stella Newman, Town Clerk & RFO
MEETING DATE	25 th July 2022
SUBJECT	To note Income & Expenditure to 30 th June 2022

1. INTRODUCTION

Detailed income and expenditure sheets printed from our accounts package are attached for both the Amenities and Civic Centre Committees and also the Earmarked Reserves.

2. INFORMATION

The actual year to date figures at 30th June 2022 are:-

Amenities - Income of £2,458 and expenditure of £3,776.

Civic Centre – Income of £6,653 and expenditure of £11,552.

As it is the end of the first quarter of this financial year, there are limited explanations required for the figures as follows:-

Amenities

1054-105 Income entertainment – The actual year to date figure is £623, all of which is income from the summer fayre, either through stalls or advertising from contractors etc. However, we are still due a £50 payment from the bar and a percentage from the inflatable person and they are both being chased for payment.

4363-105 Town entertainments – £250 is payment for the portaloos hire for the summer fayre. Other invoices for the fayre are due for payment this month totalling £575 for first aid, the MC and fire extinguisher hire. The invoice for replacement marquee parts has been paid in July which is £311.25.

1065-202 Income miscellaneous - £560 is the licence fee paid for the café concession for April, May and June.

4098-201 Play equipment replacement – we have committed to put £14,000 into an Earmarked Reserve at year end.

Civic Centre

4403-301 Equipment maintenance – payments for this are £446 for the fire alarm maintenance and £360 for cleaning of all chairs and the Council Chamber carpet. It is the first time the chairs have been cleaned, but they were extremely stained and cleaning was necessary. The chamber carpet cleaning is carried out periodically. If there is not

enough budget for further maintenance items, the earmarked reserve, 9012-910 for Civic Centre maintenance, can be used.

4404-301 External/internal decorating - £1,000 is payment for the downstairs front window painting. The remainder of the invoice being £860 was taken from the 9012-910 earmarked reserve.

4412-301 Water and sewage – the water bill is paid in 2 parts, with the second payment due in September.

4414-301 Gas – We received a refund from British Gas as they cancelled our service contract for the boilers, but had taken payments in error.

Earmarked Reserves

Some items have been explained in the previous items, but others are as follows:-

9011-910 Park/playground refurbishment – payment of £3,590 was for replacement parts including springs for all the trampolines.

9027-910 Burial fees – this is the agreed instalment for the 2022/23 financial year to settle outstanding fees owed.

9037-910 – CIL monies – The starting year balance of £10,059 was after deduction for payment for a new bus shelter at the northern end of Bannings Vale. LDC had agreed a CIL contribution towards this of £7,389.10 and payment was received in June. Payment of £10,999 was for the previously agreed 2 pieces of new equipment in Robert Kingan playground and the 2 pedestrian barriers outside Chatsworth South playground.

3. RECOMMENDATION

The figures to 30th June 2022 for all Committees and Earmarked Reserves were taken to full Council on 20th July 2022. It is therefore recommended to note the figures.

4. FINANCIAL IMPLICATIONS

We are due to undertake a lot of general grounds maintenance works and we only have a £10,000 budget and earmarked reserve of just over £9,000. It is doubtful these amounts will be enough to cover required work for the next year.

Detailed Income & Expenditure by Budget Heading 30/06/2022

Month No: 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Amenities							
105 Town Events							
1054 Income entertainment	63	623	100	(523)			623.0%
Town Events :- Income	63	623	100	(523)			623.0%
4363 Town Entertainments	250	250	1,000	750		750	25.0%
4365 Entertainment consumables	0	0	100	100		100	0.0%
Town Events :- Indirect Expenditure	250	250	1,100	850	0	850	22.7%
Net Income over Expenditure	(187)	373	(1,000)	(1,373)			
201 Parks, Open Spaces/Playgrounds							
4098 Playground equipment Replacement	0	0	14,000	14,000	14,000	0	100.0%
4100 Playgrounds Spare Parts	0	36	2,000	1,964		1,964	1.8%
4101 Grounds Maintenance	50	657	10,000	9,343		9,343	6.6%
4104 Works contract 1, playgrounds	665	1,314	7,850	6,536		6,536	16.7%
4105 Works contract 2 -trees/hedges	250	780	2,600	1,820		1,820	30.0%
4106 Works contract 3 - small grnd.	100	155	1,800	1,645		1,645	8.6%
4107 Playground inspections	195	585	2,700	2,115		2,115	21.7%
Parks, Open Spaces/Playgrounds :- Indirect Expenditure	1,280	3,526	40,950	37,424	14,000	23,424	42.8%
Net Expenditure	(1,280)	(3,526)	(40,950)	(37,424)			
202 Amenities General							
1062 Income memorial benches	1,150	1,150	1,150	0			100.0%
1063 Income memory garden plaques	80	125	300	175			41.7%
1065 Income miscellaneous	360	580	0	(560)			0.0%
Amenities General :- Income	1,590	1,835	1,450	(385)			128.6%
4351 Seats and Notice Boards	0	0	1,500	1,500		1,500	0.0%
4357 Memorial benches	0	0	1,150	1,150		1,150	0.0%
4358 Memory garden plaques	0	0	300	300		300	0.0%
4360 Cafe concession	0	0	3,500	3,500		3,500	0.0%
Amenities General :- Indirect Expenditure	0	0	6,450	6,450	0	6,450	0.0%
Net Income over Expenditure	1,590	1,835	(5,000)	(6,835)			
Amenities :- Income	1,653	2,458	1,550	(908)			158.6%
Expenditure	1,530	3,776	48,500	44,724	14,000	30,724	36.7%

16:25
Detailed Income & Expenditure by Budget Heading 30/06/2022

Month No: 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Avai'able	% Spent
<u>Civic Centre</u>							
<u>301 Civic Building</u>							
1000 Income Civic Centre -room hire	1,138	3,112	10,000	6,888			31.1%
1002 Income - C Centre FIT payments	1,888	1,888	4,800	2,912			39.3%
1003 Income - C Centre mast rental	1,653	1,653	6,615	4,962			25.0%
Civic Building :- Income	4,679	6,653	21,415	14,762			31.1%
4401 General Repairs	0	88	2,000	1,912	1,912		4.4%
4402 Consumable Supplies	0	169	900	731	731		18.8%
4403 Equipment Maintenance	806	1,006	2,000	994	994		50.3%
4404 External/Internal Decorating	1,000	1,000	1,000	0	0		100.0%
4406 Refuse collection	25	244	1,100	856	856		22.2%
4407 Equipment	0	46	1,250	1,204	1,204		3.7%
4411 Rates	1,206	3,617	15,000	11,383	11,383		24.1%
4412 Water and Sewage	0	837	1,900	1,063	1,063		44.0%
4413 Electricity	0	0	2,550	2,550	2,550		0.0%
4414 Gas	(176)	25	3,250	3,225	3,225		0.6%
4419 Internal/external works	0	0	2,000	2,000	2,000		0.0%
Civic Building :- Indirect Expenditure	2,861	7,033	32,950	25,917	0	25,917	21.3%
Net Income over Expenditure	1,818	(379)	(11,535)	(11,156)			
<u>302 Civic Building Loan</u>							
4060 Loan Accounts	0	4,520	9,500	4,980		4,980	47.6%
Civic Building Loan :- Indirect Expenditure	0	4,520	9,500	4,980	0	4,980	47.6%
Net Expenditure	0	(4,520)	(9,500)	(4,980)			
Civic Centre :- Income	4,679	6,653	21,415	14,762			31.1%
Expenditure	2,861	11,652	42,450	30,898	0	30,898	27.2%
Movement to/(from) Gen Reserve	1,818	(4,899)					

Continued over page

Detailed Income & Expenditure by Budget Heading 30/06/2022

Month No: 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Earmarked Reserves							
910 Earmarked Reserves							
9011 Park/Playground refurbishment	0	3,590	103,182	99,592		99,592	3.5%
9012 Civic Centre Maintenance	1,360	1,360	13,275	11,915		11,915	10.2%
9013 Information Technology	0	0	1,000	1,000		1,000	0.0%
9014 Telscombe Tye	0	0	57,850	57,850		57,850	0.0%
9018 Tye Signage Expenditure	0	0	1,743	1,743		1,743	0.0%
9020 Youth Projects Expenditure	0	0	3,018	3,018		3,018	0.0%
9021 Election Expenses	0	0	10,169	10,169		10,169	0.0%
9023 Street Lighting Expenditure	0	350	19,428	19,078		19,078	1.8%
9026 Councillor training	200	200	3,500	3,300		3,300	5.7%
9027 Burial fees	0	1,500	2,350	850		850	63.8%
9028 Bus shelters	0	0	6,763	6,763		6,763	0.0%
9029 Street furniture	0	0	3,000	3,000		3,000	0.0%
9030 CCTV	0	0	2,110	2,110		2,110	0.0%
9032 Website	0	0	1,420	1,420		1,420	0.0%
9033 Telephones	0	0	5,000	5,000		5,000	0.0%
9035 Grounds maintenance	0	0	9,396	9,396		9,396	0.0%
9036 Coastal Management	0	0	30,000	30,000		30,000	0.0%
9037 CIL monies	(5,989)	5,010	10,059	5,049		5,049	49.8%
9038 Neighbourhood Plan	0	0	2,161	2,161		2,161	0.0%
9039 Cliff-top fencing	0	0	711	711		711	0.0%
9040 Community cafe	177	526	2,567	2,041		2,041	20.5%
9041 Tye management	0	0	3,413	3,413		3,413	0.0%
9043 Bridleway & gate key deposits	0	100	300	200		200	33.3%
9044 Wave Leisure	0	0	1,500	1,500		1,500	0.0%
Earmarked Reserves :- Indirect Expenditure	(4,252)	12,635	293,915	281,280	0	281,280	4.3%
Net Expenditure	4,252	(12,635)	(293,915)	(281,280)			
Earmarked Reserves :- Income	0	0	0	0			0.0%
Expenditure	(4,252)	12,635	293,915	281,280	0	281,280	4.3%
Movement to/(from) Gen Reserve	4,252	(12,635)					
Grand Totals:- Income	(661)	149,659	296,595	146,936			50.5%
Expenditure	16,885	74,124	591,782	517,658	14,000	503,658	14.9%
Net Income over Expenditure	(17,546)	75,535	(295,187)	(370,722)			

AGENDA ITEM	7
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Stella Newman, Town Clerk & RFO
MEETING DATE	30 th June 2022
SUBJECT	To review/update the Business Plan

1. INTRODUCTION

A Business Plan update is provided on all Council and Committee agendas so that we can ensure we are working towards the agreed activities.

2. INFORMATION

A strategic review of the Business Plan was recently undertaken by a working group and revisions to the layout and content drafted. The revised version was taken to full Council on 20th July for agreement. At the time of issuing this report, the Council meeting has not taken place, so I cannot confirm if the draft was approved. The Amenities & Civic Centre element has been renamed Section 1 and the proposed amendments are listed below:-

- ◊ Under Section 1 ACC, the Amenities and Civic Centre items should be grouped together. At the moment Civic Centre items are in the middle of Amenities items.
- ◊ The current numbers 4 and 4a re Civic Centre income have been combined and are now re-numbered as a new number 10 (Civic Centre items moved together after the Amenities items).
- ◊ Current Item number 5 regarding Robert Kingan playground has been combined with item number 3 regarding a programme for play equipment in the playgrounds & Chatsworth Park.
- ◊ Current Item 6 regarding the Café project has been re-numbered to 5.
- ◊ Current item 7 Declared Climate Change Emergency has been re-numbered to 6.
- ◊ Current item 7a Explore possibility of adding cycle routes in Chatsworth Park has been re-numbered to 7.
- ◊ Current Item 8 regarding Council contracts has been re-numbered to 4.
- ◊ Current Item number 9 re Chatsworth Park & The Copse management plan has been re-numbered 8.
- ◊ Current number 9 Youth Services – there were x2 number 9's and this is staying as number 9.
- ◊ New number 10 – see info under current numbers 4 and 4a above.
- ◊ New number 11 – Project – Civic Centre Sustainability. Objective – explore ways of cost reduction. Activity – look at energy supplies, boilers, solar panels and battery.
- ◊ New number 12 – Project – Telephone network upgrade. Objective – digitise network to assist with possible use as business centre. Activity – To explore and agree digitising telephone network before the 2025 switch off of analogue and ISDN.

I will be able to confirm at the meeting if the revised plan was approved. A draft of the new ACC Section is attached.

It was agreed at the working group that any general comments within the ACC section will continue to be amended at Committee level.

3. RECOMMENDATION

That the Committee review and update any comments in the Business Plan as required.

4. ENVIRONMENTAL IMPACT

The Business Plan includes a climate emergency response.

5. FINANCIAL IMPLICATIONS

There will be financial implications we will need to consider for progressing elements of the plan.

Business Plan 2023

PART 2 of the 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 TBA (soon). PART 1 working group Notes

SECTION I - AMENITIES & CIVIC CENTRE COMMITTEE

Project	Objective	Activity	Responsible Person	Key Review Dates	Committee	Project Delivery Date
1	Tree Survey	To survey the trees in Chatsworth Park and the Copse.	AO, TC	Yearly	ACC	Ongoing
2	Tree Works	Tree works to continue as required by the survey reports in Chatsworth Park and the Copse.	AO, TC	Yearly	ACC	Ongoing
3	Establish a maintenance and regular inspections for play equipment in the playgrounds in Chatsworth Park & Robert Kingan & keep	Keep the play equipment in a safe and good condition and all areas clean and tidy	AO, TC & ACC & volunteers	6 monthly	ACC	Ongoing

2020 - 2021

2021 - 2022

2022 - 2023

V2.5 08/07/22 DRAFT

Business Plan 2023

4	<p>areas clean and tidy</p> <p>New Council Contracts – Contract specification to pay the living wage to employees</p>	<p>Early appraisal of grounds maintenance contract renewal due in 2021. Examine potential to combine all existing contracts.</p>	<p>Monthly volunteer litter picks organised in addition to contractors.</p> <p>Examine tender requirements of the new contracts and encourage quality over price outcomes. – x3 separate new contracts agreed and contractors agreed at A/CC following tender process. Contracts for 3 years commencing 1.4.21.</p> <p>BUDGET IMPLICATIONS</p>	TC & AO	Renew contract x3 due April 2024 – start new tender process in April 2023	ACC & FC	Complete
5	<p>New Café in Chatsworth Park Project</p>	<p>Examine the feasibility of building a new café in Chatsworth Park</p>	<p>Working group set up. Agreed at committee to trial a café concession to test market. Concession started April 2021 and agreed at ACC in Sept '21 to extend to March '22. Agreed at ACC in March '22 to further extend to Sept '22. Covenants for Park examined by LDC lawyer & report received. Additional Cllrs & staff joined working group to take project forward. Agreed at full Council in Nov '21 to get feasibility study. Working</p>	AO & TC	Ongoing	ACC	May 2023

Business Plan 2023

		group agreed spec & quotes due in May 2022.		
6	Declare Climate Change Emergency - Activity for ACC and FC	<p>Declare Climate Emergency and aim for TTC to become carbon neutral by 2030.</p> <p>BUDGET IMPLICATIONS Deliver a number of initiatives through the committee system. Proposed Tree Planting scheme with residents unable to proceed due to underground services & same applies to planting of bushes as an alternative. Aim to replace any tree cut down as part of Chatsworth Park maintenance. Council will aim to not monoculture greenspaces and invest in diverse species. Advertise the solar panels savings in CO2 and clean energy generation in quarterly newsletter. Explore the opportunities to provide EV charging point(s) at Civic Centre. Civic Centre now a Water Refill point.</p> <p>BUDGET IMPLICATIONS Single Use Plastics Policy adopted at Council meeting on 16.9.20. Joint working party set up with PeacehavenTC, as well as</p>	TC & AO	ACC & FC
				ACC
				2023
				Ongoing
				Com- plete
				Com- plete

Business Plan 2023

7	Explore the possibility of adding cycle routes in Chatsworth Park	In conjunction with the NP working group explore this possibility to encourage the use of cycles safely	TTC's own separate committee which is Climate Change & Biodiversity Working Group. Local residents consulted and not keen on cycle routes in park, therefore this has been put on hold. BUDGET IMPLICATIONS Long term plans for cycle route throughout Peacehaven & Telscombe Cliffs.	AO & TC	Ongoing Yearly	ACC ACC	2023 n/a
8	Chatsworth Park and The Copse Management Plan	To provide clear guidelines for park management.	Draft Management Plan and Boundary Policy agreed at ACC in Sept '21 & adopted at full Council in Nov'21. Take Ecological Report into consideration when decision making.	CCLK		ACC/FC	January 2022
9	Youth Services	Look at expanding opportunities to provide youth services support in the Towns	Report to Committee members to inform the discussion on exploring new opportunities to work with The Joff (Peacehaven) Youth Centre. Joint project agreed with Peacehaven TC & ESCC, put on hold due to Covid-19. Await revised details from ESCC. BUDGET IMPLICATIONS	TC & CR		ACC	May 2022

Business Plan 2023

10	Look at ways of increasing income at Civic Centre	Working group to explore options with TC to increase Council hire income	To explore additional markets including business meeting rooms. Consider alternatives for hard to rent rooms such as room 6 - consultations with possible new clients with the offer of loyalty and other incentive schemes to returning customers. BUDGET IMPLICATIONS	TC	6 monthly	ACC	Nov 2022
11	Civic Centre Sustainability	Explore ways of cost reduction	Look at energy supplies, boilers, solar panels and battery options.	ACC/TC	Feb 2023	ACC	May 2024
12	Telephone network upgrade	Digitise network to assist with possible use as business centre.	To explore and agree digitising telephone network before the 2025 switch off of analogue and ISDN.	ACC/TC	Feb 2024	ACC	May 2024

This is a dynamic plan and by this it is meant that new work can be added and existing work or that completed or found not to be viable or necessary can be removed.

Abbreviations

- TC – Town Clerk
- AO – Amenities Officer
- P&R – Policy Resources
- ACC – Amenities/Civic Centre
- P&H – Planning and Highways
- CCLK – Cllr Clarkson
- DJ – Cllr Judd
- CR – Cllr Robinson
- FC - Full Council
- NDP - Neighbourhood Plan
- TTC - Telscombe Town Council
- PHTC - Peacehaven Town Council
- LDC - Lewes District Council

AGENDA ITEM	8
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To note amenities complaints since last meeting

1. INTRODUCTION

A report on complaints associated with this Committee is placed on every Amenities & Civic Centre agenda.

2. INFORMATION

Details with regards to the complaint, action taken and current status are listed on the attached spreadsheet. There are four new complaints raised since our last Committee meeting.

3. RECOMMENDATION

I recommend that the Committee note the complaints received.

4. ENVIRONMENTAL IMPACT

The environmental impact will be considered when carrying out any works in response to a complaint.

5. FINANCIAL IMPLICATIONS

N/A

Complaint No	Date received	Taken to A&CC	Area	Category	Nature of complaint	Most recent action taken	Current status
6	17.12.2021	24.01.2022	Chatsworth Park	Trees	Resident had previously complained about trees bordering her property not being cut but could see works actioned to border of Kirby Drive. Unhappy hers were not being carried out as well.	04.07 - There are 3 trees bordering the residents property that require works, as listed on most recent tree survey. PO issued to EH Treecare to undertake works.	Completed 04.07.2022
15	26.02.2022	21.03.2022	Chatsworth Park	Trees	Resident reported damaged tree by memory garden following Storm Eunice.	04.07 - PO issued to EH Treecare to remove damaged branch.	Completed 04.07.2022
22	14.05.2022	30.05.2022	Chatsworth Park	Vegetation	Russian vine is growing back in the park, to the border of residents property.	14.07 - Specification document sent to contractors with deadline 27.07.2022.	Ongoing
23	24.05.2022	25.07.2022	Chatsworth Park	Bins	Resident advised dog bin number 4 has not been emptied.	24.05 - Countrymans advised the dog bin will be emptied today.	Completed 24.05.2022
24	28.05.2022	25.07.2022	Chatsworth Park	Bins	Resident advised dog bin number 9 has not been emptied for 2 weeks. It is overflowing with rubbish surrounding.	30.05 - Bin emptied by Countrymans.	Completed 30.05.2022
25	09.06.2022	25.07.2022	Civic Centre	Solar panels	Resident reported weeds growing out of solar panels, which will damage electricity supply	09.06 - Resident informed we are obtaining prices, which will be considered at tonight's meeting.	Ongoing
26	23.06.2022	25.07.2022	Chatsworth Park	Bins	Bins 5 & 6 overflowing day after bins due to be emptied - were these two bins missed?	23.06 - Countrymans advised they emptied the bins previous day and we would need to pay for an additional empty. Not actioned.	Completed 23.06.2022

AGENDA ITEM	9
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	Update on high priority items listed on the Access Report for Telscombe Town Council's green spaces

1. INTRODUCTION

As previously agreed, the Council Officers are currently investigating the 22 high priority recommendations from the Access Report.

2. INFORMATION

The attached spreadsheet provides an update on the 16 urgent items for consideration by this Committee. Any recommendations that come under Telscombe Tye will be taken to the Policy & Resources Committee.

Of these 16 items, 9 have been completed and 6 are currently being explored (listed as ongoing) and 1 is on hold until May 2023.

Items 4.1 and 4.2 recommends we carry out a rolling programme of improvement and maintenance of path surfaces around Chatsworth Park, starting with the most frequented routes. We will need to aim for a path width of 1800-2000mm on key routes. At the last Committee meeting, it was agreed that I would draft a survey to consult residents to see where they feel the need is most. The draft survey (attached) was emailed to Committee members and agreed and it is currently being advertised on social media. Paper copies are also available from the Civic Centre or Wander Coffee.

3. RECOMMENDATION

I recommend the Committee note the information on the attached spreadsheet. For items 4.1 and 4.2, I recommend we ratify the survey.

4. ENVIRONMENTAL IMPACT

The Town Council's green spaces need to be accessible for everyone.

5. FINANCIAL IMPLICATIONS

There will be financial implications to progress items in the report.

TELSCOMBE TOWN COUNCIL



TOWN CLERK & RFO: MRS STELLA NEWMAN, PSLCC

TELSCOMBE CIVIC CENTRE
360 SOUTH COAST ROAD
TELSCOMBE CLIFFS
EAST SUSSEX
BN10 7ES

TELEPHONE: (01273) 589777

Telcombe Town Council are asking residents and visitors for their views and ideas regarding possible improvements to the pathways through Chatsworth Park, in an attempt to improve the accessibility for members of the public. Our consultation will allow people to submit any location specific concerns which will help us understand the areas they feel need to be addressed. We may not be able to accommodate every suggestion but all feedback will be taken into consideration and allow us to draft an improvement plan for the paths surfaces.

1. How old are you?
 - a. Under 18
 - b. 18-34
 - c. 35-49
 - d. 50-65
 - e. Over 65
2. How much time do you usually spend per visit?
 - a. Less than half hour
 - b. 30 mins – 1 hour
 - c. 1-2 hours
 - d. Over 2 hours
3. How often do you visit the park?
4. Do any of the following access needs apply to you?
 - a. Physical impairment (mobility, vision or hearing)
 - b. Cognitive or emotional need
 - c. Carer with young child/ren
 - d. English as a second language
 - e. No access need
 - f. Other
5. What is your main reason for visiting?
6. Do you feel the range of pathways in Chatsworth Park are adequate?
 - a. Yes
 - b. No
7. Where should we give priority for improvements to the path surfaces? Please confirm specific areas if possible.
8. Please tell us what improvements you would like implemented to create better accessibility in Chatsworth Park?
9. Any other comments

No. & Element	Current Situation	Recommendation	Update	Status
1.1 Online – website accessibility & usability	There is no information about the accessibility of the website on the Town Council website. Assessing the accessibility and usability of a website is a specialist area. It is important to ensure the website is as user-friendly as possible to a wide audience.	The accessibility and usability of the website to be reviewed by specialists and the recommendations acted on. The website should aim to meet Level AA of the W3C Web Accessibility Guidelines. The review process should include usability testing with an experienced group of users, particularly those who use screen readers or Easy Read text.	The Town Council website has been updated to make it accessible for all users. An accessibility statement has been added under our Policies section.	Completed
1.2 Online – information about access	There is no information about the accessibility of each of the sites on their respective pages. In research carried out by the Sensory Trust 42% of respondents said the main reason for not visiting their local park was lack of information.	<p>Some information about the accessibility of each of the sites, in the form of a Visitor Guide, to be included on the webpages with photos and an illustrative map would be particularly helpful to disabled people who may be thinking of visiting. Include images of a diverse population to show that everyone is welcome. Information to include: • Parking and transport information • Location and access information about WCs, refreshment facilities. And other facilities</p> <ul style="list-style-type: none"> • Range of activities available • Opening times or any restrictions (such as at Telscombe Tye where they may be cattle grazing) • Information on guided tours or events <p>Map to include elements such as accessible parking opportunities, location of bus stops, location of level access and step-free routes (where they exist), information about path surfaces, widths and steepness (if steep), and provision of resting places and nearest toilets.</p>	The Admin Assistant has completed this piece of work - details found on TTC website	Completed

	As per 1.2	Completed
2.1 Parking & public transport	<p>Information about parking and public transport opportunities is very important for many disabled visitors.</p>	<p>Ensure that information about parking near the Park (i.e. street parking near the more accessible routes) and the location of any bus stops is made available in the Visitor Guide online.</p>
2.2 Arrival	<p>There are several key points of entry around the park. An information board at these entries would help orientate people and inform their decision about where to go in the park. This should include a park map with the accessible features on it (as described in 1.2 above). At the moment there is one noticeboard at an entrance off Ambleside Avenue but this is information about TTC meetings etc.</p>	<p>Provide a map at the main entrances (near bus stops and in the car park and at other key entrances) to the park which shows the key features of the park such as steps, location of resting places, toilets and other facilities (where applicable), steepness of slopes, surface of paths, distances etc.</p> <p>Information boards are currently being manufactured.</p>
3.2 North Playground entrance from Kirby Drive	<p>This entrance is opposite a well populated housing estate but there is no controlled crossing for residents crossing the road to the park.</p>	<p>Work with highways to explore the option of installing a controlled crossing from the housing side of Kirby Drive to the park side. This then will need to connect up with a route into the park (preferably as step-free one).</p>
3.9 North Playground top entrance	<p>The slope down from this entrance is steep which is a barrier for a step-free approach.</p>	<p>Agreed at A&CC 21/03/2022 to re-look in the future, but currently do not have funds to consider at this stage.</p>
3.12 Car Park entrance via Park Avenue	<p>There is a small car park for the Park at the entrance off Park Avenue on the south west side of the Park. The surface of the car park is very uneven.</p>	<p>Access Matters contacted and they feel the gradient is too steep. Specification document being drafted for replacement steps.</p> <p>This work was completed following the site visit for the Access Report but prior to receiving the report</p>

On hold until May 2023

Ongoing

Completed

<p>3.13 Car Park entrance via Park Avenue</p>	<p>There are no designated accessible bays here. This may mean that Blue Badge holders are excluded from parking here on occasions.</p>	<p>Once the surface is level and even, mark out accessible parking bays as per guidance. The number of accessible bays should be min. 6% of the total number of spaces. Allocated bays to be as close as possible to pedestrian route(s) which have a firm and even surface.</p>	<p>Disabled parking sign now fixed to a post. White lines unable to be painted due to surface.</p>	<p>Completed</p>
<p>4.1 Path surfaces</p>	<p>Many of the path surfaces around the Park are uneven or cracked in places, which can be a significant barrier to access for some people.</p>	<p>Carry out a rolling programme of improvement and maintenance of path surfaces around the Park starting with the most frequented routes such as the route across from Park Avenue to Ambleside Avenue. Path surfaces to be firm and even and well drained. They should be flush with any adjoining paths (for example the path alongside Ambleside Avenue).</p>	<p>A yearly ongoing programme will need to take place. Residents currently being consulted on where they feel the need is most, with their feedback to come to this Committee.</p>	<p>Ongoing</p>
<p>4.2 Path widths</p>	<p>Most of the surfaced paths are approximately 1200 – 1500 mm wide, some slightly more or less. The resurfacing of paths provides an opportunity to widen them, where feasible.</p>	<p>Aim for a path width of 1800 mm on key routes, preferably 2000 mm. This allows two wheelchair users to pass each other or two pedestrians to walk side by side. A width of 1500 mm allows for a wheelchair user and a pedestrian to be alongside each other. A width of 1200 mm allows space for a wheelchair only. Where paths are necessarily narrower than 1800 mm ensure there are regular passing places. These should be 2000 mm long and 1800 mm wide and located within direct sight of another passing place or at a maximum distance of 25 m – whichever is closer.</p>	<p>A rolling programme will need to be investigated alongside item 4.1</p>	<p>Ongoing</p>

Completed

Together with the seating beside the main paths, explore other areas around the Park to install seating. This is something that could be done in consultation with local community groups. Consider locations for their sensory interest such as views, sounds, planting as well as some with shade and some with sun. The locations may have soft landscaping on the approach to complement the seating beside the paths.

There are some seats at different points within the Park, but not that many. These tend to be plain benches or, in the Memorial Garden, seating with backrests and armrests.

5.2 Resting places elsewhere

Completed

Completed

When designing and promoting events or activities, ensure that the accessibility of the event or activity has been considered and prepared for. This element can also be promoted and a telephone number given for anyone who may have queries about the accessibility of the activity or event.

8.1 Events and activities These need to be as inclusive as possible.

Completed

Completed

Recruit volunteers (if not already in place) to carry out essential maintenance tasks at the Park and in doing so they also act as monitors of the Park. The tasks to include maintenance (sweeping) of paths, removal of any temporary obstacles, cleaning of playground equipment, pruning shrubbery back from the paths, carryout out remedial work to any damaged seats or signs etc.

There is a significant element of maintenance and monitoring that needs to be carried out at the Park on a regular basis.

9.2 Volunteers

Completed

Ongoing

Provide disability confidence training for all front facing staff. This should be provided by an experienced trainer who is themselves disabled and who works from the Social Model of Disability.

Any Council Staff who manage activities or deal directly with the public regarding the Park need to be disability confident.

9.3 Staff training

Ongoing

Ongoing

Town Clerk is investigating training options

Ongoing

9.4 Feedback	Getting ongoing feedback about the Park and its accessibility is important for the Council and assists the Council in meeting its duties to disabled people at the Park.	Consider increasing the ways in which people can give feedback about the Park so that it is as easy as possible. Use a variety of methods to give people options and ensure that those who have given feedback are given feedback from the Council on their ideas. Ways of giving feedback include social media, 1-1 questionnaire at events, community focus groups etc.	Questionnaire out to members of the public, with results being taken to a future meeting. Updates have been made on social media concerning maps. To be considered alongside 8.2 (low priority).	Ongoing
11.1 Parking & public transport	Information about parking and public transport opportunities is very important for many disabled parents/carers wishing to use the Playground with their children.	Ensure that information about parking near the Playground (i.e. street parking) and the location of any bus stops and public toilets is made available in the information online.	As per 1.2	Completed

AGENDA ITEM	10
REPORT TO	Amenities & Civic Centre
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th May 2022
SUBJECT	Update on playground inspection reports & to agree actions

1. INTRODUCTION

It was previously agreed that a copy of the most recent weekly playground inspection report from Lewes District Council (LDC) be provided at all Committee meetings.

2. INFORMATION

A copy of the most recent report is attached. There are 72 items listed; 18 are either closed or have been added in error, authorisation has been given for works to be undertaken on 16 items, we are obtaining prices for 30 items, 5 items have since been completed and there are 3 new items for me to investigate further.

At the last Committee meeting, there was discussion regarding the rusting metal on the roundabout at Robert Kingan Playground. I requested prices from several metal workers for a new arm but did not receive any responses. M Evans has undertaken repairs by adding steel putty to the sharp edge and a fibre glass wrap to an area of corrosion damage under the arm. This item has since been removed from the report but it is likely to possibly need further works in the future, so I suggest we look to replace this item when the next playground refurbishment occurs.

3. RECOMMENDATION

It is recommended to note the most recent playground inspection report.

4. ENVIRONMENTAL IMPACT

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

5. FINANCIAL IMPLICATIONS


We have a £1,900 budget remaining for playground spare parts, although some other items are due to be deducted from this. We also have an earmarked reserve (ER) for playground equipment replacement of £103,000 which is for use when we undertake a major refurbishment for the playgrounds in the future. Replacement items totalling just over £14,000 have been approved and ordered with payment to be taken from the ER.

Inspection Report

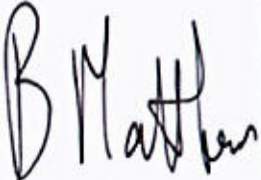
This report shows Findings and Tasks recorded during the Inspection(s) matching the selection criteria set in the Report Wizard. If no Findings or Tasks are shown, none were recorded.

Each Inspection includes a declaration signed by the Inspector stating that no defects were found other than those recorded.

Inspections included in this report

Provider	Lewes District Council
Site Name	Robert Kingan Play Area, Telscombe
Actual Date	12/07/2022 05:35:55
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed
 12/07/2022	

Provider	Lewes District Council
Site Name	Chatsworth Park North Play Area
Actual Date	12/07/2022 06:55:41
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed
 12/07/2022	

Provider	Lewes District Council
Site Name	Chatsworth Park South Play Area
Actual Date	12/07/2022 07:39:45
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed
 12/07/2022	

Finding Summary

Chatsworth Park North Play Area Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
General Surface Areas	Serious Safety Hazard	12/07/2022 07:36:17		High
Overall Site	Fixtures - Loose or Missing	21/02/2022 11:15:46		Medium
Wet Pour	Ground Eroded	31/05/2022 07:28:43		Medium
General Surface Areas	Item - Hole(s)	14/06/2022 07:12:49		Medium
Wet Pour	Item - Damaged	14/12/2021 10:12:46		Low
Telescope	Item - Corrosion	05/01/2022 10:54:11		Low
Tower and Platform	Item - Cover damaged/loose/missing	31/05/2022 07:32:03		Low
Overall Site	Item - Cracked	31/05/2022 07:34:35		Low
Play Table under Platform	Item - Corrosion	07/06/2022 08:11:01		Low
Tower and Platform	Item - Corrosion	05/07/2022 10:03:25		Low
Tunnell Slide	Item - Cracked	05/07/2022 10:06:12		Low
Aerial Runway	Fixtures - Loose or Missing	12/07/2022 07:31:43		Low

Finding Summary

Chatsworth Park South Play Area Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
Overall Site	Surface - Trip points	31/08/2021 11:11:57		Medium
Overall Site	Item - Not Secure	11/04/2022 10:18:14		Medium
Trellis Unit	Item - Damaged	23/05/2022 09:35:01		Medium
Climbing Net	Item - Cracked	31/05/2022 08:16:04		Medium
Pole with Metal Steps	Item - Damaged	28/06/2022 08:34:31		Medium
Spring Elephant	Item - Corrosion	30/12/2021 11:48:34		Low
Quad Seat Springy	Item - Corrosion	05/01/2022 11:38:48		Low
Wooden Picnic table	Item - Cracked	05/01/2022 11:41:55	01/01/0001 00:00:00	Low
Overall Site	Litter - medium amount	08/02/2022 10:21:59		Low
Wooden Seat	Delamination of Wood	14/03/2022 10:19:10		Low
Trellis Unit	Item - Cracked	11/04/2022 10:10:42		Low
Log Stockade within play area	Item - Cracked	31/05/2022 08:18:44		Low
Wet Pour Surface	Ground Eroded	31/05/2022 08:27:11		Low
Climbing Net	Fixtures - Loose or Missing	14/06/2022 08:10:36		Low
Mattas Surface	Item - Not Secure	14/06/2022 08:13:13		Low
Trawler Unit	Item - Graffiti - Present	14/06/2022 08:15:54		Low
Mattas Surface	Ground Eroded	21/06/2022 08:45:15		Low
Trellis Unit	Fixtures - Loose or Missing	21/06/2022 08:50:24		Low
4 seat toddler swing	Item - Graffiti - Present	28/06/2022 08:25:55		Low
Quad Seat Springy	Item - Graffiti - Present	28/06/2022 08:35:59		Low
Wet Pour Surface	Item - Cracked	28/06/2022 08:47:50		Low
Overall Site	Item - Graffiti - Present	28/06/2022 08:50:55		Low
Large Trampoline	Fixtures - Loose or Missing	05/07/2022 09:27:14		Low
Multiplay Slide Unit	Item - Graffiti - Present	05/07/2022 09:32:53		Low
Grass Surface	Ground Eroded	12/07/2022 08:12:53		Low
Large Trampoline	Ground Eroded	12/07/2022 08:15:02		Low
Quad Seat Springy	Delamination of Wood	12/07/2022 08:18:35		Low
Wooden Train & Carriages	Item - Cracked	12/07/2022 08:26:05		Low

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
Wooden Picnic table	Item - Timber rotting	14/03/2022 10:28:22		Very Low
Monkey Bars	Item - Missing	05/07/2022 09:29:45		Very Low
Wood Platform Rocker	Asset - Risk Assessment	12/07/2022 08:21:07		Very Low
Wooden Pedestrian Gates	Asset - Risk Assessment	12/07/2022 08:22:37		Very Low
Wooden see Saw	Asset - Risk Assessment	12/07/2022 08:25:06		Very Low
Stepping Boulders	Asset - Risk Assessment	12/07/2022 08:50:12		Very Low
Stepping Logs	Asset - Risk Assessment	12/07/2022 08:54:24		Very Low

Finding Summary

Robert Kingan Play Area, Telscombe Findings

Asset	Finding Title	Creation Date	Resolve By Date	Risk Level
Junior Multiplay	Fixtures - Loose or Missing	31/05/2022 06:30:02		Medium
Junior Swing Unit	Item - Cracked	15/02/2021 08:12:00		Low
Picnic Tables x2	Item - Timber rotting	09/11/2021 09:03:18	26/04/2022 09:04:25	Low
Quad Springy	Delamination of Wood	20/12/2021 09:30:59		Low
Bike and Side Car Springy	Delamination of Wood	20/12/2021 09:33:46		Low
Chestnut pale	Fencing - Panel damaged	30/12/2021 09:45:12		Low
Quad Springy	Item - Corrosion	30/12/2021 09:49:11		Low
Stepping Stone Springies x 3	Item - Corrosion	30/12/2021 09:56:57		Low
Telescope	Item - Corrosion	05/01/2022 10:11:45		Low
Quad Springy	Fixtures - Loose or Missing	14/06/2022 06:19:17		Low
Nest Springy	Item - Corrosion	14/06/2022 06:21:27		Low
Cradle Swing Unit	Item - Cover damaged/loose/missing	14/06/2022 06:23:08		Low
Multi Level Playing Surface	Item - Not Secure	14/06/2022 06:25:34		Low
Round a bout Surface	Ground Eroded	14/06/2022 06:30:16		Low
Ball Wall and Target Wall	Timber - Cracks Wider Than 10mm	21/06/2022 07:04:26		Low
Modular Play Unit	Fixtures - Loose or Missing	21/06/2022 07:08:46		Low
Cradle Swing Unit	Item - Cracked	21/06/2022 07:15:32		Low
Quad Springy	Ground Eroded	28/06/2022 06:48:30		Low
Bike and Side Car Springy	Item - Missing	05/07/2022 06:33:33		Low
Cradle Swing Unit	Surface - Encroaching vegetation/trees	05/07/2022 06:35:52		Low
Dish Roundabout	Item - Corrosion	05/07/2022 06:38:05		Low
Play table and seats	Item - Cracked	05/07/2022 06:41:17		Low
Wooden stepping logs	Item - Cracked	05/07/2022 06:47:40		Low
Wooden Seat	Routine Maintenance	12/07/2022 06:30:43		Low

Inspection - Robert Kingan Play Area, Telscombe - 12/07/2022 05:35:55

Provider	Lewes District Council
Site Name	Robert Kingan Play Area, Telscombe
Actual Date	12/07/2022 05:35:55
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed



12/07/2022

Site Name	Robert Kingan Play Area, Telscombe
Address	
Postcode	
Notes	

Findings reported within the Inspection

Wooden Seat - Finding

Asset	Wooden Seat
Finding Title	Routine Maintenance
Finding Group	Maintenance
Cause	Act of God
Finding Status	Open
Finding Creation Date	12/07/2022 06:30:43
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The hedgerow behind the seat needs to be cut back.

Finding Photos



Previously Reported Findings (unresolved at time of Inspection)

Ball Wall and Target Wall - Finding

Asset	Ball Wall and Target Wall
Finding Title	Timber - Cracks Wider Than 10mm
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	21/06/2022 07:04:26
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Bike and Side Car Springy - Findings

Asset	Bike and Side Car Springy
Finding Title	Item - Missing
Finding Group	Maintenance
Cause	Maintenance
Finding Status	Closed
Finding Creation Date	05/07/2022 06:33:33
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	This has been removed and a new replacement bike installed

Asset	Bike and Side Car Springy
Finding Title	Delamination of Wood
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	20/12/2021 09:33:46
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	

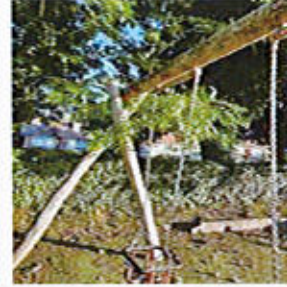
Chestnut pale - Finding

Asset	Chestnut pale
Finding Title	Fencing - Panel damaged
Finding Group	Maintenance
Cause	Unknown
Finding Status	Closed
Finding Creation Date	30/12/2021 09:45:12
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	

Cradle Swing Unit - Findings

Asset	Cradle Swing Unit
Finding Title	Surface - Encroaching vegetation/trees
Finding Group	Maintenance
Cause	Act of God
Finding Status	Open
Finding Creation Date	05/07/2022 06:35:52
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	These are low enough to be a hazard for adults.

Finding Photos



Asset	Cradle Swing Unit
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	21/06/2022 07:15:32
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Asset	Cradle Swing Unit
Finding Title	Item - Cover damaged/loose/missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	14/06/2022 06:23:08
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Dish Roundabout - Finding

Asset	Dish Roundabout
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/07/2022 06:38:05
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Junior Multiplay - Finding

Asset	Junior Multiplay
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Closed
Finding Creation Date	31/05/2022 06:30:02
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Medium
Finding Notes	A screw has come loose from a wooden slat on the low level clutter bridge. 7.6.22 This is still unattached. 14.6.22 This is still unattached. 21.6.22 This is still not screwed to the wooden slat. 28.6.22 This fixing is still loose. 5.7.22 This fixing is still loose.

Junior Swing Unit - Finding

Asset	Junior Swing Unit
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	15/02/2021 08:12:00
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The surface where the junior swings and team swing is has cracks in it. 28.6.22 These cracks are becoming wider especially behind the Team Swing.

Finding Photos



Modular Play Unit - Finding

Asset	Modular Play Unit
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	21/06/2022 07:08:46
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The cushion covering is lifting on one edge

Finding Photos



Multi Level Playing Surface - Finding

Asset	Multi Level Playing Surface
Finding Title	Item - Not Secure
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	14/06/2022 06:25:34
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The green felt surface has a couple of spongy areas where it is not secure.

Finding Photos



Nest Springy - Finding

Asset	Nest Springy
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	14/06/2022 06:21:27
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Picnic Tables x2 - Finding

Asset	Picnic Tables x2
Finding Title	Item - Timber rotting
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	09/11/2021 09:03:18
Resolve By Date	26/04/2022 09:04:25
Finding Resolved Date	
Risk Level	Low
Finding Notes	5.1.22 noticed this crack on a support section under one table. Also table top and seat

Finding Photos



Play table and seats - Finding

Asset	Play table and seats
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/07/2022 06:41:17
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Quad Springy - Findings

Asset	Quad Springy
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	28/06/2022 06:48:30
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	The wet pour is cracking beside both tyres.

Asset	Quad Springy
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	14/06/2022 06:19:17
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	The head/handle section moves. 5.7.22 This head section has become more loose and could cause a child a nasty bump should they both move when being rocked.

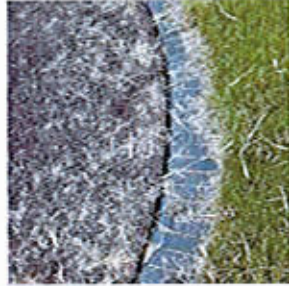
Asset	Quad Springy
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	30/12/2021 09:49:11
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	

Asset	Quad Springy
Finding Title	Delamination of Wood
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	20/12/2021 09:30:59
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	

Round a bout Surface - Finding

Asset	Round a bout Surface
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	14/06/2022 06:30:16
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	May be a trip hazard

Finding Photos



Stepping Stone Springies x 3 - Finding

Asset	Stepping Stone Springies x 3
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	30/12/2021 09:56:57
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Telescope - Finding

Asset	Telescope
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	05/01/2022 10:11:45
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

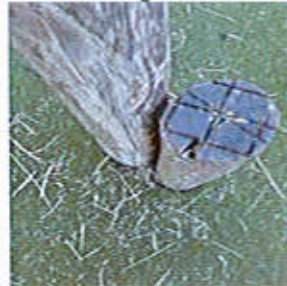
Finding Photos



Wooden stepping logs - Finding

Asset	Wooden stepping logs
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	05/07/2022 06:47:40
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	One of the stepping logs has split revealing a screw. This is beside the Monkey bars.

Finding Photos



Inspection - Chatsworth Park North Play Area - 12/07/2022 06:55:41

Provider	Lewes District Council
Site Name	Chatsworth Park North Play Area
Actual Date	12/07/2022 06:55:41
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed

B. Matthews

12/07/2022

Site Name	Chatsworth Park North Play Area
Address	
Postcode	
Notes	

Findings reported within the Inspection

Aerial Runway - Finding

Asset	Aerial Runway
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	12/07/2022 07:31:43
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	One of the rubber coverings of the steps to the zip wire has been broken.

Finding Photos



General Surface Areas - Findings

Asset	General Surface Areas
Finding Title	Serious Safety Hazard
Finding Group	Maintenance
Cause	Act of God
Finding Status	Open
Finding Creation Date	12/07/2022 07:36:17
Resolve By Date	
Finding Resolved Date	
Risk Level	High
Finding Notes	Dead bird in hole. We have asked Waste and Recycling to remove as they are trained and have the correct PPE.

Finding Photos



Previously Reported Findings (unresolved at time of Inspection)

General Surface Areas - Findings

Asset	General Surface Areas
Finding Title	Item - Hole(s)
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	14/06/2022 07:12:49
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	This hole could destabilise the support post of the platform of the slide. 28.6.22 The post feels safe in it's position but the grass and soil surround are eroding.

Finding Photos



Overall Site - Findings

Asset	Overall Site
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	31/05/2022 07:34:35
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Several of the timbers are splitting.

Finding Photos



Asset	Overall Site
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Act of God
Finding Status	Open
Finding Creation Date	21/02/2022 11:15:46
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	

Finding Photos



Play Table under Platform - Finding

Asset	Play Table under Platform
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	07/06/2022 08:11:01
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Telescope - Finding

Asset	Telescope
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/01/2022 10:54:11
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	7.6.22 The bar structure has corrosion.

Finding Photos



Tower and Platform - Findings

Asset	Tower and Platform
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/07/2022 10:03:25
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Asset	Tower and Platform
Finding Title	Item - Cover damaged/loose/missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	31/05/2022 07:32:03
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The covering is fraying this will expose the wire's underneath.

Finding Photos



Tunnell Slide - Finding

Asset	Tunnell Slide
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/07/2022 10:06:12
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The support posts for the new tunnel have cracks in them.

Finding Photos



Wet Pour - Findings

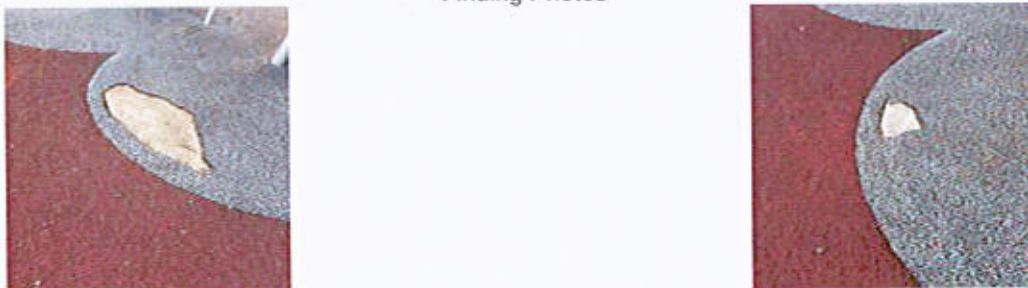
Asset	Wet Pour
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	31/05/2022 07:28:43
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	The wet pour edges are lifting in places and shrinking in others causing trip hazards. The hole in the wet pour is getting larger.

Finding Photos



Asset	Wet Pour
Finding Title	Item - Damaged
Finding Group	Maintenance
Cause	Maintenance
Finding Status	Open
Finding Creation Date	14/12/2021 10:12:46
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	28.6.22 Latest picture of the hole in the wetpour.

Finding Photos



Inspection - Chatsworth Park South Play Area - 12/07/2022 07:39:45

Provider	Lewes District Council
Site Name	Chatsworth Park South Play Area
Actual Date	12/07/2022 07:39:45
Inspection Type	Playground-Routine Visual
Inspector	Belinda Matthews
Inspection Status	Completed

B Matthews

12/07/2022

Site Name	Chatsworth Park South Play Area
Address	Ambleside Avenue, Telscombe
Postcode	
Notes	

Findings reported within the Inspection

Grass Surface - Finding

Asset	Grass Surface
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	12/07/2022 08:12:53
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Large Trampoline - Findings

Asset	Large Trampoline
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	12/07/2022 08:15:02
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Quad Seat Springy - Findings

Asset	Quad Seat Springy
Finding Title	Delamination of Wood
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	12/07/2022 08:18:35
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Stepping Boulders - Finding

Asset	Stepping Boulders
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	Unknown
Finding Status	Closed
Finding Creation Date	12/07/2022 08:50:12
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Very Low
Finding Notes	THESE ARE NOT ON SITE

Stepping Logs - Finding

Asset	Stepping Logs
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	Unknown
Finding Status	No Task
Finding Creation Date	12/07/2022 08:54:24
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	THESE ARE NOT ON SITE

Wood Platform Rocker - Finding

Asset	Wood Platform Rocker
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	Unknown
Finding Status	No Task
Finding Creation Date	12/07/2022 08:21:07
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	This is not on site.

Wooden Balance Multiplay - Finding

Asset	Wooden Balance Multiplay
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	12/07/2022 08:43:53
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Two rope metal fixtures are becoming loose

Finding Photos



Wooden Pedestrian Gates - Finding

Asset	Wooden Pedestrian Gates
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	Unknown
Finding Status	No Task
Finding Creation Date	12/07/2022 08:22:37
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	All gates are metal along with the fencing. No gates in wood.

Wooden see Saw - Finding

Asset	Wooden see Saw
Finding Title	Asset - Risk Assessment
Finding Group	Maintenance
Cause	Unknown
Finding Status	No Task
Finding Creation Date	12/07/2022 08:25:06
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	THIS APPARATUS IS NOT ON SITE.

Wooden Train & Carriages - Finding

Asset	Wooden Train & Carriages
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	12/07/2022 08:26:05
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Previously Reported Findings (unresolved at time of Inspection)

4 seat toddler swing - Finding

Asset	4 seat toddler swing
Finding Title	Item - Graffiti - Present
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Open
Finding Creation Date	28/06/2022 08:25:55
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Climbing Net - Findings

Asset	Climbing Net
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	14/06/2022 08:10:36
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Two of the rope fixings are loose in the support post. 28.6.22 New pictures supplied.

Finding Photos



Asset	Climbing Net
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	31/05/2022 08:16:04
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	This timber post has some large cracks in it.

Finding Photos



Large Trampoline - Findings

Asset	Large Trampoline
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	05/07/2022 09:27:14
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The corner of the matting is lifting.

Finding Photos



Log Stockade within play area - Finding

Asset	Log Stockade within play area
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Closed
Finding Creation Date	31/05/2022 08:18:44
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	The wooden train has some large cracks in the wood.

Mattas Surface - Findings

Asset	Mattas Surface
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Unknown
Finding Status	Closed
Finding Creation Date	21/06/2022 08:45:15
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	Trip hazard

Asset	Mattas Surface
Finding Title	Item - Not Secure
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	14/06/2022 08:13:13
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The edges of the shapes within the wetpour are lifting creating trip points.

Finding Photos



Monkey Bars - Finding

Asset	Monkey Bars
Finding Title	Item - Missing
Finding Group	Maintenance
Cause	Unknown
Finding Status	Open
Finding Creation Date	05/07/2022 09:29:45
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	This item is not in the park.

Multiplay Slide Unit - Finding

Asset	Multiplay Slide Unit
Finding Title	Item - Graffiti - Present
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Open
Finding Creation Date	05/07/2022 09:32:53
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Overall Site - Findings

Asset	Overall Site
Finding Title	Item - Graffiti - Present
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Open
Finding Creation Date	28/06/2022 08:50:55
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	On the southern most gate and foot and hand climbing panel.

Finding Photos



Asset	Overall Site
Finding Title	Item - Not Secure
Finding Group	Maintenance
Cause	Act of God
Finding Status	Open
Finding Creation Date	11/04/2022 10:18:14
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	Tree branch hanging very low since last inspection.

Finding Photos



Asset	Overall Site
Finding Title	Litter - medium amount
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Open
Finding Creation Date	08/02/2022 10:21:59
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Reported to IdVerdi to remove.

Finding Photos



Asset	Overall Site
Finding Title	Surface - Trip points
Finding Group	Maintenance
Cause	
Finding Status	Open
Finding Creation Date	31/08/2021 11:11:57
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	By the slide area and the swings also the trampolines

Finding Photos



Pole with Metal Steps - Finding

Asset	Pole with Metal Steps
Finding Title	Item - Damaged
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	28/06/2022 08:34:31
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	

Finding Photos



Quad Seat Springy - Findings

Asset	Quad Seat Springy
Finding Title	Item - Graffiti - Present
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Closed
Finding Creation Date	28/06/2022 08:35:59
Resolve By Date	
Finding Resolved Date	01/01/1900 00:00:00
Risk Level	Low
Finding Notes	

Asset	Quad Seat Springy
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/01/2022 11:38:48
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Spring Elephant - Finding

Asset	Spring Elephant
Finding Title	Item - Corrosion
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	30/12/2021 11:48:34
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Trawler Unit - Finding

Asset	Trawler Unit
Finding Title	Item - Graffiti - Present
Finding Group	Maintenance
Cause	Anti Social Behaviour
Finding Status	Open
Finding Creation Date	14/06/2022 08:15:54
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The tractor unit next to the trawler has graffiti on it. 28.6.22 Again this is on the tractor

Finding Photos



Trellis Unit - Findings

Asset	Trellis Unit
Finding Title	Fixtures - Loose or Missing
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	21/06/2022 08:50:24
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	

Finding Photos



Asset	Trellis Unit
Finding Title	Item - Damaged
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	23/05/2022 09:35:01
Resolve By Date	
Finding Resolved Date	
Risk Level	Medium
Finding Notes	Temp repair done, but still damaged. This climbing frame rocks when on the ropes trying to climb.

Finding Photos



Asset	Trellis Unit
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Age
Finding Status	Open
Finding Creation Date	11/04/2022 10:10:42
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	Split, there is metal inside.

Finding Photos



Wet Pour Surface - Findings

Asset	Wet Pour Surface
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	28/06/2022 08:47:50
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The wetpour has cracks in it around the trampolines and there is a hole by the toddler swings.

Finding Photos



Asset	Wet Pour Surface
Finding Title	Ground Eroded
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	31/05/2022 08:27:11
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	The wet pour is shrinking leaving edges raised. Possible trip hazard.

Finding Photos



Wooden Picnic table - Findings

Asset	Wooden Picnic table
Finding Title	Item - Timber rotting
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	14/03/2022 10:28:22
Resolve By Date	
Finding Resolved Date	
Risk Level	Very Low
Finding Notes	By duck springy

Finding Photos



Asset	Wooden Picnic table
Finding Title	Item - Cracked
Finding Group	Maintenance
Cause	Wear and Tear
Finding Status	Open
Finding Creation Date	05/01/2022 11:41:55
Resolve By Date	01/01/0001 00:00:00
Finding Resolved Date	
Risk Level	Low
Finding Notes	By trampolines

Finding Photos



Wooden Seat - Finding

Asset	Wooden Seat
Finding Title	Delamination of Wood
Finding Group	Maintenance
Cause	Age
Finding Status	Open
Finding Creation Date	14/03/2022 10:19:10
Resolve By Date	
Finding Resolved Date	
Risk Level	Low
Finding Notes	By basketball court. These seating planks are loose.

Finding Photos



AGENDA ITEM	11
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th June 2022
SUBJECT	Update on Management Plan

1. INTRODUCTION

Cllr Clarkson has lifted the activities from the Management Plan and added it to the attached calendar. This calendar also includes works undertaken within our grounds maintenance contracts and can be used as a tool to know when items will be carried out in Chatsworth Park and the Copse.

2. INFORMATION

Cllr Clarkson has removed the clearing of deadwood for zonal beds 7 and 13, as it is based on required works from the tree inspection report. If it is not highlighted in the tree report, then the works will therefore not be undertaken. Cllr Clarkson has also removed the brush cuts from zonal beds 2, 3, 9, 10, 12, 13, 15, 16, 23 and 25 as they will be costly and are not necessary.

In addition, I have undertaken inspections for the memory garden, zone 1 and zone 2 as follows:

Memory Garden



Some of the posts have cracks, but these cannot be fixed. Going forward, we could replace the original green oak sleepers around the garden with timber sleepers, which

are cheaper, when they break. We could also treat the base with a protector once the new sleepers have been installed, to provide further protection. Some of the plaques are bowing, which happens when the wood expands in wet weather and contracts in dry weather. There are no safety concerns to both items, as well as the two donated benches, which are both in good condition. The Telscombe Residents Association recently re-painted their bench to provide further protection.

Cllr Gallagher has kindly been tending to the central mound and is happy to continue doing so. Countrymans were previously advised to leave the weeding and planting until further notice and are not carrying out any works. There are weeds in between some of the paving slabs surrounding the central mound.

Zone 1



The annual inspection reported no ivy growing on the pathway adjacent to Kirby Drive.

Zone 2



The ball wall is in good condition but has been subject to graffiti. This will be difficult to remove so we could ask a local youth group to spray a pre-agreed picture on the wall to cover what is already there.

3. RECOMMENDATION

It is recommended that the brush cuts are removed from the Management Plan and removal of deadwood is not carried out.

For the memory garden I recommend that that no works are carried out to the posts or plaques, the Council undertake work with volunteers to clear the weeds from the paving slabs at the memory garden and that Cllr Gallagher continues to tend to the central mound.

For the ball wall, I recommend I investigate with local groups for a pre-agreed picture to be sprayed on, to remove the current graffiti.

4. ENVIRONMENTAL IMPACT

The Town Council are taking proactive steps to protect our important green spaces, vegetation and the wildlife that live there.

5. FINANCIAL IMPLICATIONS

The Town Council are saving money with Cllr Gallagher tendering to the memory garden rather than our contractors undertaking the work. There will be a cost of approximately £70 for every sleeper we replace with timber.

JANUARY Location	Action	Notes
Zoned bed 8	An inspection of the pathway. It is one of the major paths in the park and to the playground. The result should be fed back to the ACC.	
Zoned bed 18	An inspection of the pathway. The result should be fed back to the ACC.	
Zoned bed 20	An inspection of the pathway. The result should be fed back to the ACC.	
Park	Clear leaves and debris from paths throughout the park.	
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Zoned bed 16	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 18	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 18	The bottle and thin wood should be cut back in winter. This will continue to keep the paths clear and accessible.	Refer to Management Plan
Zoned bed 19	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 20	The brambles should have a heavy annual cut back in winter. This is to reduce the thickness and density of the plant as well as encourage a more fruitful harvest but more importantly keep it back from the footpath which it encroaches on.	Refer to Management Plan

MARCH Location	Action	Notes
Park	Clear leaves and debris from paths throughout the park.	
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Zoned bed 7	Annually prune the Gorse in spring to keep it back from the path	Refer to Management Plan
Zoned bed 11	In early spring by swamping some of the plants and trees should be cut back to ground level.	Refer to Management Plan

FEBRUARY Location	Action	Notes
Park	Grass cutting	Winter Cut
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Zoned bed 21	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 22	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 23	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 24	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 25	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned bed 26	The thin wood and brambles should be cut back. This will encourage new healthy growth in spring but also allow access to the trees that is currently restricted.	Refer to Management Plan
Zoned bed 27	Annual pruning of the thin wood should take place in winter. This will encourage healthy new growth as well as make space for other plants to grow.	Refer to Management Plan

APRIL Location	Action	Notes
Park	Grass cutting	Summer cut
Zoned bed 5	Grass cut and weed memory garden. Take a month.	Currently being done by volunteers
Zoned bed 5	Plant memory garden	Currently being done by volunteers
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Park	Cut back overhanging hedges/trees/vegetation from pathways	
Park	Cut back all areas of gorse by half a metre	
Park	Cut back trees and vegetation by 1.5m along road/side in Kitzby Drive	
Park	Cut hedge next to Chutsworth Park North Playground in Kitzby Drive	
Copse	Cut back any overhanging brambles and vegetation by 2m on either side of the footpath	

MAY		Action		Notes	
Location					
Restricted tree works due to nesting birds					
Park	Grass cutting				Summer cut
Park	Clear leaves and debris from paths throughout the park				
Zoned Bed 5	Grass cut and weed memory gardens. Twice a month.				Currently being done by volunteers
Park	Empty the waste bins. Once a week.				
Park	Litter pick				

JUNE		Action		Notes	
Location					
Restricted tree works due to nesting birds					
Park	Grass cutting				Summer cut
Zoned Bed 5	Grass cut and weed memory garden. Twice a month.				Currently being done by volunteers
Park	Empty the waste bins. Once a week.				
Park	Litter pick				

JULY		Action		Notes	
Location					
Restricted tree works due to nesting birds					
Zoned Bed 5					
Park	Grass cutting				Summer cut
Park	Clear leaves and debris from paths throughout the park				
Zoned Bed 5	Grass cut and weed memory gardens. Twice a month.				Currently being done by volunteers
Park	Empty the waste bins. Once a week.				
Park	Litter pick				
Park	Cut back overhanging hedges/trees/vegetation from pathways.				
Park	Cut back all areas of grass by half a metre				
Park	Cut hedges next to Chatsworth Park North Playground in Arroy Drive				

AUGUST		Action		Notes	
Location					
Restricted tree works due to nesting birds					
Zoned Bed 15	The bushes should have an annual inspection by a Council Officer to ensure they are not encroaching on the path and where necessary a cut back should be scheduled.				
Zoned Bed 16	The bushes should have an annual inspection by a Council Officer to ensure they are not encroaching on the path and where necessary a cut back should be scheduled.				
Zoned Bed 22	The bushes should have an annual inspection by a Council Officer to ensure they are not encroaching on the path and where necessary a cut back should be scheduled.				
Zoned Bed 26	The bushes should have an annual inspection by a Council Officer to ensure they are not encroaching on the path and where necessary a cut back should be scheduled.				
Zoned Bed 27	The bushes should have an annual inspection by a Council Officer to ensure they are not encroaching on the path and where necessary a cut back should be scheduled.				
Park	Grass cutting				Summer cut
Zoned Bed 5	Grass cut and weed memory gardens. Twice a month.				Currently being done by volunteers
Park	Empty the waste bins. Once a week.				
Park	Litter pick				
Zoned Bed 21	Annual inspection by a Council Officer to ensure bushes and trees are not encroaching on the path and where necessary a cut back should be scheduled in winter.				Refer to Management Plan
Copse	Annual inspection by a Council Officer to determine what action needs to be taken to protect residents homes from the Copse				Refer to Management Plan

NEST TABLES		
Location	Action	Notes
Park	Clear leaves and debris from paths throughout the park	
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Zoned Bed 2	Annual cut back of low branches (under 1.5m) of trees. This will allow residents among the trees.	Refer to Management Plan
Zoned Bed 3	The ground should be cut back and burned and summer blooming bulbs should be planted.	Refer to Management Plan
Zoned Bed 10	Annual cut back of low branches (under 1.5m) of trees. This will allow residents among the trees.	Refer to Management Plan
Zoned Bed 12	Annual cut back of low branches (under 1.5m) of trees. This will allow residents among the trees.	Refer to Management Plan
Zoned Bed 13	Annual cut back of low branches (under 1.5m) of trees. This will allow residents among the trees.	Refer to Management Plan

DUCAMBIK		
Location	Action	Notes
Park	Grass cutting	Water cut
Park	Empty the waste bins. Once a week.	
Park	Litter pick	
Zoned Bed 2	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned Bed 9	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned Bed 11	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned Bed 12	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned Bed 15	Annual cut back of brambles. Cut back excess canes and remove damaged or diseased canes to encourage fruiting for the next harvest.	Refer to Management Plan
Zoned Bed 14	Annual cut back for brambles, ivy and roses. Cut back excess canes and remove damaged or diseased canes. This will manage the bed back from the path and also assist the roses to grow.	Refer to Management Plan
Zoned Bed 27	The Grove and Bramble should be inspected and cut back if required. This will help keep the thicket back from the footpath but also encourage new fruit for next harvest.	Refer to Management Plan

AGENDA ITEM	12
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To discuss findings from the preliminary bat roost assessment in Chatsworth Park

1. INTRODUCTION

At the Amenities & Civic Centre Committee meeting in March 2022, it was agreed for Middlemarch to undertake a preliminary ground level roost assessment of the 118 trees detailed in the tree survey, within Chatsworth Park.

2. INFORMATION

Middlemarch have now assessed all trees on site, including the 118 trees as previously requested, and their findings are provided in the attached report.

10 trees have been classified as having high potential to support roosting bats. For these trees, they recommend we obtain at least three dusk and/or dawn re-entry surveys to be held between May and September. If a roost is discovered during these surveys, a Natural England licence application may be required. 2 of these trees are in Park Avenue and not within the park border. These are owned by Lewes District Council. 6 of these trees are listed within the tree survey, where it has been agreed to carry out works and are due to be actioned imminently.

24 trees have been classified as having low potential to support roosting bats and the remaining trees in Chatsworth Park have negligible potential to the support roosting bats. For all these trees, Middlemarch have stated that any works can take place within 12 months of the survey date. If any proposed works have not commenced within this timeframe, they have informed us that we would need an updated survey to establish if the trees have developed features that could be used for roosting bats in the interim.

3. RECOMMENDATION

I recommend we do not go forward with the three dusk and/or dawn re-entry surveys for the 10 trees, as 6 trees have either had works undertaken or due imminently and 2 are not on our land. I recommend I contact EH Treecare to check their policy and process on bats roosting in trees.

4. ENVIRONMENTAL IMPACT

All bat species, their habitats and resting places are protected by law.

5. FINANCIAL IMPLICATIONS

We have no further monies in our grounds maintenance budget or earmarked reserves for 2022/23.

**CHATSWORTH PARK
TELSCOMBE CLIFFS
EAST SUSSEX**

**PRELIMINARY BAT ROOST
ASSESSMENT**

A Report to: Telscombe Town Council

Report No: RT-MME-157372-01

Date: July 2022



Triumph House, Birmingham Road, Allesley, Coventry CV5 9AZ
Tel: 01676 525880 Fax: 01676 521400

E-mail: admin@middlemarch-environmental.com Web: www.middlemarch-environmental.com

REPORT VERIFICATION AND DECLARATION OF COMPLIANCE

Report Version	Date	Completed by:	Checked by:
Final	11/07/2022	Angel Fernandez BSc ACIEEM (Senior Ecological Consultant)	Dr Nick Steggall CEnv MCIEEM (Associate Director: Technical)

The information which we have prepared is true, and has been prepared and provided in accordance with the Chartered Institute of Ecology and Environmental Management's Code of Professional Conduct. We confirm that the opinions expressed are our true and professional bona fide opinions.

DISCLAIMER

The contents of this report are the responsibility of Middlemarch Environmental Ltd. It should be noted that, whilst every effort is made to meet the client's brief, no site investigation can ensure complete assessment or prediction of the natural environment.

Middlemarch Environmental Ltd accepts no responsibility or liability for any use that is made of this document other than by the client for the purposes for which it was originally commissioned and prepared.

VALIDITY OF DATA

The findings of this study are valid for a period of 12 months from the date of survey. If works have not commenced by this date, it may be necessary to undertake an updated survey to allow any changes in the status of bats on site to be assessed, and to inform a review of the conclusions and recommendations made.

NON-TECHNICAL SUMMARY

In June 2022, Telscombe Town Council commissioned Middlemarch Environmental Ltd to undertake a Preliminary Bat Roost Assessment at Chatsworth Park, Telscombe Cliffs, East Sussex. This assessment is required to undertake some tree works in the park. Chatsworth Park's annual arboricultural survey has since identified 118 trees which require works such as pruning, felling and removal of limbs. Some urgent work is needed as several trees have been damaged by winds and are a health and safety issue. All trees on site were surveyed, trees included in the list of proposed works, and trees not included in the list of proposed works.

To fulfil the above brief to assess the potential for the existing trees on site to support roosting bats, a Preliminary Bat Roost Assessment was undertaken on 17th June 2022 and 20th June 2022.

Trees numbers 1, 4, 8, 10, 15, 16, 27, 29, 31, and 33 have been classified as having high potential to support roosting bats. These trees have potential roosting features that can be suitable for use by larger numbers of bats on a more regular basis, and potentially for longer periods of time, due to their size, shelter, protection, conditions, and surrounding habitat.

Trees numbers 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30 and 32, have been classified as having low potential to support roosting bats.

The majority of the trees on site do not have suitable features to support roosting bats. The remaining trees on site, not mentioned in Table 4.2 (the rest of the trees included in the list of proposed works and others not included in the list of proposed works), have been classified as having negligible potential to support roosting bats.

Following the results of the Preliminary Bat Roost Assessment, the following recommendations have been made:

R1 Trees nos. 1, 4, 8, 10, 15, 16, 27, 29, 31 and 33

Trees 1, 4, 8, 10, 15, 16, 27, 29, 31 and 33 were considered to have high potential for roosting bats. To determine the presence/absence of roosting bats within the tree/s, further survey work is required in the form of dusk emergence and dawn re-entry surveys.

Bat Survey: Good Practice Guidelines published by the Bat Conservation Trust (Collins, 2016) recommends that for trees with high bat roosting potential at least three dusk emergence and/or dawn re-entry surveys be undertaken during the bat activity season to determine the presence/absence of roosting bats within the trees. The bat activity season extends from May to September. At least one of the surveys should be a dawn re-entry survey, and at least two of the surveys should be undertaken between May and August. If a roost is discovered during these surveys, a Natural England licence application may be required.

R2 Trees nos. 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, and 32

Trees 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, and 32 were considered to have low potential for roosting bats. The survey data obtained for the site is valid for 12 months from the survey date. If proposed site works have not commenced within this timeframe, it will be essential to update the survey effort to establish if the trees have developed features that could be used by roosting bats in the interim. In the unlikely event that a bat is found during works to the trees all works must immediately cease and a suitably qualified ecologist should be contacted.

R3 Remaining Trees on site

The rest of the trees on site were considered to have negligible potential for roosting bats. The survey data obtained for the site is valid for 12 months from the survey date. If proposed site works have not commenced within this timeframe, it will be essential to update the survey effort to establish if the trees have developed features that could be used by roosting bats in the interim. In the event that a bat is found during works to the trees all works must immediately cease and a suitably qualified ecologist should be contacted.

R4 Lighting

In accordance with best practice guidance relating to lighting and biodiversity (Miles et al, 2018; Gunnell et al, 2012), any new lighting should be carefully designed to minimise potential disturbance

and fragmentation impacts on sensitive receptors, such as bat species. Examples of good practice include:

- Avoiding the installation of new lighting in proximity to key ecological features, such as hedgerows and woodland edges.
- Using modern LED fittings rather than metal halide or sodium fittings, as modern LEDs emit negligible UV radiation.
- The use of directional lighting to reduce light spill, e.g. by installing bespoke fittings or using hoods or shields. For example, downlighting can be used to illuminate features such as footpaths whilst reducing the horizontal and vertical spill of light.
- Implementing controls to ensure lighting is active when needed, e.g. timers/motion sensors.
- Where the use of bollard lighting is proposed, columns should be designed to reduce horizontal light spill.

R5 Habitat Enhancement

In line with the National Planning Policy Framework, the development should aim to enhance the site for bats. Bat boxes should be installed to provide roosting habitat for species such as pipistrelle. Bats seek warm places and for this reason boxes should be located where they will receive full/partial sun, although installing boxes in a variety of orientations will provide a range of climatic conditions. Position boxes at least 4 m above ground to prevent disturbance from people and/or predators.

The planting of species which attract night flying insects is encouraged as this will be of value to foraging bats, for example: evening primrose *Oenothera biennis*, goldenrod *Solidago virgaurea*, honeysuckle *Lonicera periclymenum* and fleabane *Pulicaria dysenterica*.

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1. INTRODUCTION

1.1 PROJECT BACKGROUND

In June 2022 Telscombe Town Council commissioned Middlemarch Environmental Ltd to undertake a Preliminary Bat Roost Assessment at Chatsworth Park in Telscombe Cliffs, East Sussex. This assessment is required to identify potential ecological constraints and opportunities associated with proposed management works at Chatsworth Park.

Chatsworth Park's annual arboricultural survey from 2022, has identified 118 trees which require works such as pruning, felling and removal of limbs. Some urgent work is needed as several trees have been damaged by winds and are a health and safety issue.

Middlemarch Environmental Ltd has previously carried out a Preliminary Ecological Appraisal in 2021, for Telscombe Town Council at this site. The findings of this survey are detailed in Report RT-MME-153452

In addition, Middlemarch Environmental Ltd has been commissioned to undertake a Badger monitoring survey, RT-MME-157372-02.

Badgers are a protected species and are capable of being a material consideration in the planning process. A summary of the legislation protecting badgers is included within Appendix 1. Please note that the location of badger setts should remain confidential, and the findings of this survey should not be disclosed outside of the intended purpose of this report.

To fulfil the above brief to assess the potential for the existing trees on site to support roosting bats, a Preliminary Bat Roost Assessment was undertaken on 17th June 2022 and 20th June 2022.

All UK bat species are legally protected species, and they are capable of being material considerations in the planning process. A summary of the legislation protecting bats is included within Appendix 1. This section also provides some brief information on the ecology of British bat species.

1.2 SITE DESCRIPTION AND CONTEXT

The survey area comprised Chatsworth Park, a recreational park situated within the residential development of Telscombe Cliffs, covering approximately 6.75 ha and centred around Grid Reference TQ 405 020. The park mainly comprised pockets of broadleaved woodland and amenity grassland with smaller areas of scattered trees, hedgerows and scrub. Two small playgrounds and a car park were also present on site.

The site is bordered by residential properties and associated gardens on all sides. The wider landscape to the north, east and south is dominated by urban residential housing, with arable land becoming dominant to the west. 625 m south of Chatsworth Park the residential environment gives way to Brighton to Newhaven Cliffs SSSI which is located along the coast of England.

1.3 DOCUMENTATION PROVIDED

The conclusions and recommendations made in this report are based on information provided by the client regarding the scope of the project. Documentation made available by the client is listed in Table 1.1.

Document Name / Drawing Number	Author
118 trees listed for ground level roost assessment.xlsx	Telscombe CP
Map of 118 Trees.pdf	Telscombe CP
Chatsworth Park north & The Copse.pdf	Telscombe CP
Chatsworth Park southern area.pdf	Telscombe CP

Table 1.1: Documentation Provided by Client

2. METHODOLOGY

2.1 DESK STUDY

A desk study was undertaken to determine the presence of records of bats within a 2 km radius of the site. The consultees for the desk study were:

- Natural England - *MAGIC* website for statutory conservation sites; and,
- Sussex Biodiversity Record Centre.

Middlemarch Environmental Ltd then assimilated and reviewed the desk study data provided by these organisations. Relevant bat data are discussed in Chapter 3. In compliance with the terms and conditions relating to its commercial use, the full desk study data are not provided within this report

2.2 FIELD SURVEY

In line with the specifications detailed in *Bat Mitigation Guidelines* (English Nature, 2004) and *Bat Surveys for Professional Ecologists: Good Practice Guidelines* (Collins, 2016), a Preliminary Bat Roost Assessment of the trees was conducted during daylight hours. A visual assessment was undertaken to determine the presence of any Potential Roost Features (PRFs), together with a general appraisal of the suitability of the site for foraging and commuting. Table 2.1 provides examples of PRFs. Any accessible PRFs were inspected using binoculars, a torch and endoscope for evidence of possible bat presence.

For reasons of health and safety, the survey was only undertaken in areas accessible from 3.5 m ladders.

Based on the PRF's present, the survey area was assessed using the suitability classes detailed within *Bat Surveys for Professional Ecologists: Good Practice Guidelines* (Collins, 2016), as detailed in Table 2.2. Trees with features present that are suitable to support roosting bats (high and moderate suitability) are discussed more fully in the report.

A summary of the trees within the survey area without suitable features to support roosting bats (low and negligible suitability) is provided within the report. Due to their negligible potential to support roosting bats, the *Bat Surveys for Professional Ecologists: Good Practice Guidelines* (Collins, 2016) recommend no further survey work is required for these tree classes.

Example of Potential Roost Features	
Buildings	
<u>Externally</u>	<ul style="list-style-type: none">• Access through window panes, doors and walls;• behind peeling paintwork or lifted rendering;• behind hanging tiles;• weatherboarding;• eaves;• soffit boxes;• fascias;• lead flashing;• gaps under felt (even including those of flat roofs);• under tiles/slates;• existing bat and bird boxes; and,• any gaps in brickwork or stonework permitting access into access to cavity- or rubble-filled walls.
<u>Internally</u>	<ul style="list-style-type: none">• behind wooden panelling;• in lintels above doors and windows;• behind window shutters and curtains;• behind pictures, posters, furniture, peeling paintwork;• peeling wallpaper, lifted plaster and boarded-up windows;• inside cupboards and in chimneys accessible from fireplaces.• within attic voids:• the top of gable end or dividing walls;• the top of chimney breasts;• ridge and hip beams and other roof beams;• mortise and tenon joints;• all beams (free-hanging bats);• the junction of roof timbers, especially where ridge and hip beams meet;• behind purlins;• between tiles and the roof lining; and,• under flat felt roofs.
Trees	<ul style="list-style-type: none">• bat, bird and dormouse boxes on trees;• cankers (caused by localized bark death) in which cavities have developed;• compression forks with included bark, forming potential cavities;• cracks/splits in stems or branches (both vertical and horizontal);• crossing stems or branches with suitable space between for roosting;• ivy stems with diameters in excess of 50 mm with suitable roosting space behind (or where a roosting space can be seen where a mat of thinner stems has left a gap between the mat and the trunk);• man-made holes (e.g. cavities that have developed from flush cuts);• natural holes (e.g. knot holes) arising from naturally shed branches, or cavities created by branches tearing out from parent stems;• other hollows or cavities, including rot holes and butt rots;• partially detached or loose, platy bark;• woodpecker holes; or,• other features that offer a place of shelter.

Table 2.1: Potential Roost Features (Adapted from Collins 2016 and BSI 2015)

Suitability	Description
High	<p>A structure with one or more potential roost sites that are obviously suitable for use by larger numbers of bats on a more regular basis and potentially for longer periods of time due to their size, shelter, protection, conditions, and surrounding habitat.</p> <p>A tree with one or more potential roost sites that are obviously suitable for use by larger numbers of bats on a more regular basis and potentially for longer periods of time due to their size, shelter, protection, conditions, and surrounding habitat.</p>
Moderate	<p>A structure with one or more potential roost sites that could be used by bats due to their size, shelter, protection, conditions, and surrounding habitat but unlikely to support a roost of high conservation status (with respect to roost type only – the assessments in this table are made irrespective of species conservation status, which is established after presence is confirmed).</p> <p>A tree with one or more potential roost sites that could be used by bats due to their size, shelter, protection, conditions, and surrounding habitat but unlikely to support a roost of high conservation status (with respect to roost type only – the assessments in this table are made irrespective of species conservation status, which is established after presence is confirmed).</p>
Low	<p>A structure with one or more potential roost sites that could be used by individual bats opportunistically. However, these potential roost sites do not provide enough space, shelter, protection, appropriate conditions and/or suitable surrounding habitat to be used on a regular basis or by larger numbers of bats (i.e., unlikely to be suitable for maternity or hibernation).</p> <p>A tree of sufficient size and age to contain PRFs but with none seen from the ground or features seen with only very limited roosting potential.</p>
Negligible	Negligible habitat features on site likely to be used by roosting bats.

Table 2.2: Classification of Buildings and Trees with Bat Potential (Adapted from Collins, 2016)

3. DESK STUDY

3.1 STATUTORY NATURE CONSERVATION SITES

The site is not located within 10 km of any statutory nature conservation sites designated for the presence of bats. Statutory and non-statutory nature conservation sites located in proximity to the survey area are summarised in Table 3.1.

Site Name	Designation	Proximity to Survey Area	Description
European Statutory Sites			
Castle Hill	SAC	4.28 km north-west	This is one of the best examples in East Sussex of the nationally uncommon chalk grassland habitat. The variation of plant and animal communities with aspect and slope is of special ecological interest. Two nationally rare species occur at Castle Hill. The chalk grassland is rich in flowering plants and is of the sheep's fescue <i>Festuca ovina</i> –upright brome <i>Bromus erectus</i> type. Areas of tall grassland are dominated by tor grass <i>Brachypodium pinnatum</i> .
UK Statutory Sites			
Brighton to Newhaven Cliffs	SSSI, LGS	625 m south	Although the main interest of the site is geological some rare and uncommon plants grow both on the cliff face and in the narrow strip of cliff-top chalk grassland. The cliffs support a locally important colony of breeding seabirds and a diverse community of beetles. Several uncommon maritime plants grow both on the top and face of the cliff. These include the rare species hoary stock <i>Matthiola incana</i> , rock sea-lavendar <i>Limonium binervosum</i> and sea-heath <i>Frankenia laevis</i> .
Non-statutory Sites			
Cliff Grassland, Cairo Avenue, Peacehaven	LWS	490 m south	The site is divided in two by a track which runs down to the promenade, and the two halves are very different from each other. The western half is predominately improved, mown grassland with areas of scrub on its northern and western boundaries. The eastern half is much more diverse, as its rough grassland includes a variety of herbs, some of which are maritime species, and the vegetation has a more varied structure.
Key: SAC: Special Area of Conservation SSSI: Site of Special Scientific Interest LWS: Local Wildlife Site LGS: Local Geological Site			

Table 3.1: Summary of Nature Conservation Sites

As well as falling within 2 km of Brighton to Newhaven Cliffs SSSI, the survey area also falls across two SSSI Impact Risk Zones associated with this nature conservation site.

3.2 SPECIES RECORDS

The data search was carried out in April 2022 by Sussex Biodiversity Record Centre. Records of bat species within a 1 km radius of the survey area provided by the consultee are summarised in Table 3.2. It should be noted that the absence of records should not be taken as confirmation that a species is absent from the search area.

Species	No. of Records	Most Recent Record	Proximity of Nearest Record to Study Area	Species of Principal Importance?	Legislation
Common pipistrelle <i>Pipistrellus pipistrellus</i>	1	2015	210 m north-east	-	ECH 4, WCA 5, WCA 6
Whiskered bat <i>Myotis mystacinus</i>	1	2009	780 m south-east	-	

Key:
 #: Dependent on species.
 *: Grid reference provided was four figures only.
 **: Grid reference provided was two figures only.

ECH 2: Annex II of the European Communities Council Directive on the Conservation of Natural Habitats and Wild Fauna and Flora. Animal and plant species of community interest whose conservation requires the designation of Special Areas of Conservation.
 ECH 4: Annex IV of the European Communities Council Directive on the Conservation of Natural Habitats and Wild Fauna and Flora. Animal and plant species of community interest in need of strict protection.
 WCA 5: Schedule 5 of Wildlife and Countryside Act 1981 (as amended). Protected animals (other than birds).
 WCA 6: Schedule 6 of Wildlife and Countryside Act 1981 (as amended). Animals which may not be killed or taken by certain methods.

Species of Principal Importance: Species of Principal Importance for Nature Conservation in England / Wales.

Table 3.2: Bat Species Records Within 1 km of Survey Area

4. SURVEY RESULTS

4.1 INTRODUCTION

The Preliminary Bat Roost Assessment was conducted on 17th June 2022 and 20th June 2022 by Angel Fernandez (Senior Ecological Consultant and Licensed Bat Worker under bat class licence 18 2018-35079) and Vicky Steyn (Ecological Project Officer).

Drawing C157372-01-01, illustrating the results of the survey is provided in Chapter 7.

Weather conditions were recorded and are presented in Table 4.1.

Parameter	Conditions 17 th June	Conditions 20 th June
Temperature (°C)	25	22
Cloud Cover (%)	10	10
Precipitation	Nil	Nil
Wind Speed (Beaufort)	F1	F2

Table 4.1: Weather Conditions During the Preliminary Bat Roost Assessment

4.2 CONSTRAINTS

No significant constraints were encountered during the field survey.

The trees considered to have potential to support roosting bats are further described in Table 4.2.

4.3 SURVEY RESULTS – TREES

Broadleaved woodland was present habitat within the park. Pockets of woodland were scattered throughout the area, with varying ages and sizes of trees recorded.

Species recorded within the woodland at Chatsworth Park included ash *Fraxinus excelsior*, holm oak *Quercus ilex*, white poplar *Populus alba*, cherry *Prunus* sp., field maple *Acer campestre*, sycamore *Acer pseudoplatanus*, willow *Salix* sp., black pine *Pinus nigra*, Monterey pine *Pinus radiata*, hybrid black poplar *Populus x euramericana*, aspen *Populus tremula*, austrian pine *Pinus nigra ssp. nigra*, white poplar *Populus alba*, common horse chestnut *Aesculus hippocastanum*, English oak *Quercus robur*.

The understorey within the woodland areas was composed of scattered scrub comprising bramble *Rubus fruticosus* agg., hawthorn *Crataegus monogyna*, blackthorn *Prunus spinosa*, elder *Sambucus nigra* and laurel *Lauraceae* sp. The ground flora contained species such as cleavers *Galium aparine*, ground ivy, dandelion, moss, holly *Ilex aquifolium*, sweet violet *Viola odorata*, nettle *Urtica dioica*, lords-and-ladies *Arum maculatum*, green alkanet *Pentaglottis sempervirens*, daffodil and umbellifers *Apiaceae* sp.

Two areas of mixed plantation woodland were present towards the central and eastern sections of Chatsworth Park. These areas of woodland primarily comprised pine *Pinus* sp. trees, with some reaching 20 m in height. Other species recorded within these areas included blackthorn, holm oak.

Several areas of scattered trees were present on amenity grassland areas within the park, these were located in the north and north-west of the site, along the eastern boundary and to the south of the carpark.

4.4.1 Trees with High, Moderate or Low Potential to Support Roosting Bats

Trees numbers 1, 4, 8, 10, 15, 16, 27, 29, 31, and 33 have been classified as having high potential to support roosting bats. These trees have potential roosting features that can be suitable for use by larger numbers of bats on a more regular basis, and potentially for longer periods of time, due to their size, shelter, protection, conditions, and surrounding habitat.

Trees numbers 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30 and 32, have been classified as having low potential to support roosting bats.

Middlemarch Tree No.	Original tag number if any	Species	Description and Potential Bat Roosting Features	BCT Suitability Class
T1	2667	Hybrid Black Poplar	Mature poplar tree, 8 metres in height. 3 natural rot holes and cavities in main stem (Plate 1) appear to be clear of cobwebs. PRF (Potential Roosting Features): Natural Holes, Other Hollows or cavities, Cracks/splits in stems that creates a cavity	High
T2	12641	Hybrid Black Poplar	Semimature Poplar tree. 8 metres in height. Two natural holes at approximately 5 metres east and south 1 large cavity ground level north aspect fully inspected. PRF: Natural Holes, Other Hollows or cavities	Low
T3	-	Monterrey Pine	Mature Pine 12 metres in height. Ivy coverage up to 8 metres in height, potentially occulting some potential roosting features PRF: Thick Ivy cover	Low
T4	-	Grey Poplar	Semimature poplar 10 metres in height. 1 natural rot hole 5 metres north, peeling bark in some sections Potentially hollow cavity inside the main stem PRF: Bark partially detaches or loose, platy bark, Cracks/splits in stems or branches	High
T5	-	Grey Poplar	Mature poplar 11 metres in height. Ivy coverage up to 6 to 8 metres, and a wound in the main stem PRF: Thick Ivy cover/stems that don't extend into cavity.	Low
T6	-	Ash	Semimature ash tree 15 metres height. Split branch on northwest at about 8 metres high PRF: Cracks/splits in stems or branches	Low
T7	-	Grey Poplar	Semimature poplar 12 metres in height Tear wounds at 8 metres south, large split under branch, and wound at 10 metres east. PRF: Other Hollows or cavities, Cracks/splits in stems or branches	Low
T8	-	White Poplar	Semimature white poplar 12 metres in height Woodpecker hole at 8 metres facing south PRF: Woodpecker hole cavity	High
T9	-	White Poplar	Semimature white poplar 10 metres height Splits on bark peeling bark and stem at 7 metres, east, don't extend into cavities. PRF: Small cracks/splits in stems or branches	Low
T10	-	White Poplar	Mature white poplar 12 metres height Broken branches with gaps exposing small cavities at 8m northeast aspect. PRF: large cracks/splits in stems or branches creating cavities	High
T11	-	White Poplar	Semimature white poplar 12 metres height Ivy coverage up to 6 to 8 metres, and a wound in the main stem PRF: Ivy cover	Low
T12	-	Grey Poplar	Semimature Grey Poplar Covered in dead ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T13	-	Field Maple	Mature 8 metres in height Covered in dense thick ivy, potentially occulting roosting features, two broken branches not creating cavities. PRF: Ivy cover	Low
T14	-	Grey Poplar	Mature 10 metres in height Covered in dense thick dead ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Dead Ivy cover	Low
T15	Included in G3	Goat Willow	Semimature 8 metres in height Splits branches at 5 metres, west elevation of the willow tree. Thick dense ivy coverage potentially occulting roosting features. PRF: Cracks/splits in stems or branches, Thick Ivy cover	High

T16	480	Aspen	Semimature 8 metre in height, hazardous structure. Heavily leaning trunk to the north, and rooting wood at the base 2 branches with wounds, potentially extending to cavities. Light ivy coverage PRF: Thick ivy cover/stems that creates a cavity.	High
T17	481	Aspen	Semimature 10 metre in height, Damage to the crown area. Bark partially detached or loose, platy bark, in some sections with small areas that can be used by opportunistic bats. Fully inspected split branch at 2 metres south elevation PRF: Bark partially detached or loose, platy bark, Cracks/splits in stems or branches, don't extend into cavities	Low
T18	-	Monterrey Pine	Mature 15 metres height Split branch at 10 metres, facing north. Small areas that can be used by opportunistic bats. PRF: Cracks/splits in stems or branches	Low
T19	Included in G2	White Poplar	Mature 10 metres height. Broken branch northwest, broken and split at 6 metres height. small areas that can be used by opportunistic bats. PRF: Cracks/splits in stems or branches	Low
T20	Included in G2	White Poplar	Mature 10 metres in height Covered in dead thick ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T21	-	Sycamore	Mature 12m height Covered in dense dead ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Dead ivy cover	Low
T22	-	Sycamore	Mature 12 metres height Dense ivy coverage all the way up 12m occulting roosting features and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T23	Included in G1	Oak	Semimature 12 metres height Covered in ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T24	Included in G1	White Poplar	Semimature 8 metres in height Covered in ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T25	397	Sycamore	Semimature 10 metres in height. Covered in ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T26	396	Sycamore	Semimature 10 metres in height. Covered in dead ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T27	74	Hybrid Black Poplar	Over Mature 10 metres in height Multiple wounds and rot holes within the main stem Several cavities located east and south aspects. Large cavity at stem break. Dead wood present in crown. Thick ivy cover/stems that creates small cavities PRF: Large cracks/splits in stems or branches, Thick ivy cover/stems that creates small cavities.	High
T28	75	Common Horse Chestnut	Mature 12 metres height Small cavities facing east at, 3, 5 and 7 metres. Exposed heart wood at 2m facing southeast. The lower cavities were fully inspected, and no bat evidence was recorded. PRF: Natural Holes, Other Hollows or cavities	Low
T29	76	Sycamore	Mature 10 metres height. Fair structure. Several holes and wounds, some extending into cavities on the eastern aspect. Appear to be clean of cobwebs or debris indicating the possible recent use by fauna. PRF: Cracks/splits in stems or branches that creates cavities	High

T30	77	Ash	Semimature Ash tree 10 metres in height. Split hanging limb at 5 metres, creating small cavities that can be used by opportunistic bats. PRF: Cracks/splits in stems or branches	Low
T31	78	White Poplar	Semimature White Poplar with hazardous structure. Stem split, creating cavities that can be used by opportunistic bats. PRF: Cracks/splits in stems or branches that creates small cavities.	High
T32	79	White Poplar	Mature Poor structure. 10 metres in height. Covered in ivy, occulting roosting features, and creating small cavities that can be used by opportunistic bats. PRF: Ivy cover	Low
T33	81	Hybrid Black Poplar	Over Mature, 12 metres in height. Several holes and cavities, facing east and south Cavity at the base and several other cavities in the main stem PRF: Natural Holes, Other Hallows or cavities, Cracks/splits in stems that creates cavities.	High

Table 4.2: Summary of Trees with High/Moderate/Low Suitability for Bats Within the Survey Area



Plate 4.1: Tree 1/1667, Rot Holes



Plate 4.2: Tree 33/81, Rot holes



Plate 4.3: Tree 16/480 Wounds and Ivy Coverage



Plate 4.4: Tree 33/81 Natural Holes



Plate 4.5: Tree 8, Woodpecker Hole

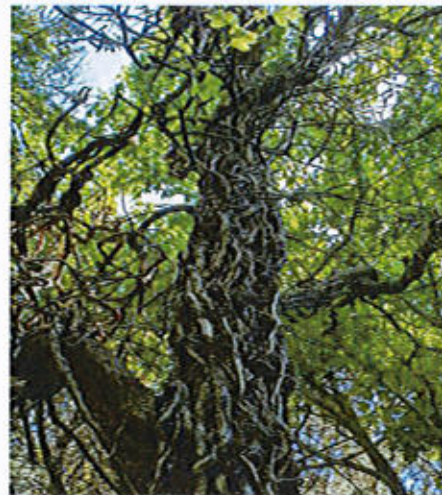


Plate 4.6: Tree covered in Dense Ivy



Plate 4.7: Gaps Under Bark

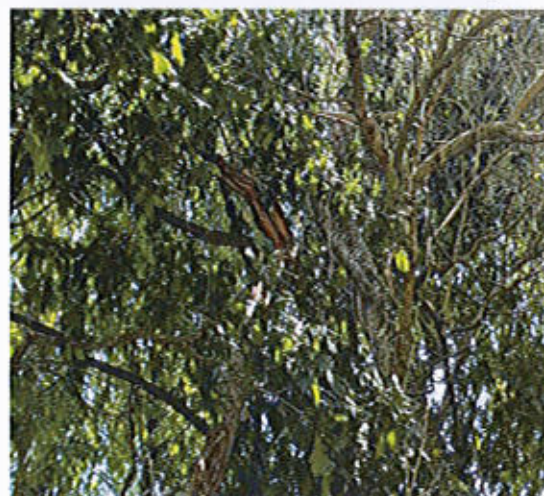


Plate 4.8: Broken Branch Gaps Under

4.4.2 Trees with Negligible Potential to Support Roosting Bats

The majority of the trees on site do not have suitable features to support roosting bats. The remaining trees on site, not mentioned in Table 4.2 (the rest of the trees included in the list of proposed works and others not included in the list of proposed works), have been classified as having negligible potential to support roosting bats.

4.5 SITE AND SURROUNDING HABITATS

Chatsworth Park is a recreational park situated within the residential development of Telscombe Cliffs, covering approximately 6.75 ha and centred around Grid Reference TQ 405 020. The park mainly comprised pockets of broadleaved woodland and amenity grassland with smaller areas of scattered trees, hedgerows and scrub. Two small playgrounds and a car park were also present on site.

Habitats within 1 km of the site suitable for roosting, commuting, and foraging include:

- Residential houses and associated gardens;
- Farm houses and associated agricultural buildings;
- Running water and standing waterbodies;
- Pockets of woodland;
- Churches, schools, hospitals and associated grounds; and,
- Agricultural fields with tree and hedge lined boundaries;

The survey area was surrounded by residential properties and gardens, arable fields recorded 200 metres west of the park, and approximately 400 metres north of the park.

The woodland patches and treeline on the west of the survey area, in conjunction with the adjacent gardens west of the park and would provide bats with a valuable commute corridor in close proximity to the surveyed area. The treeline on the west of the survey area, with the adjacent back garden areas of the properties on the west provide a valuable commuting and foraging corridor for bats.

The woodlands, scattered trees, hedgerows, and scrub throughout the survey area provide good foraging opportunities for bats. The dense and linear features, such as woodland, tree lines and hedgerows may also act as valuable commuting corridors in an otherwise urban environment, providing connectivity between residential gardens surrounding Chatsworth Park to arable fields in the west and north, which potentially contain further habitats suitable for bats. The site offers a good range of habitats, there are opportunities for improvement, particularly within the amenity grassland and along hedgerows.

5. DISCUSSION AND CONCLUSIONS

5.1 SUMMARY OF PROPOSALS

Chatsworth Park's annual arboricultural survey has identified 118 trees which require works such as pruning, felling and removal of limbs. Some works are required as several trees have been damaged by winds and are a health and safety issue.

5.2 ASSESSMENT OF TREES

All the trees on site were surveyed from ground level, some of the potential roosting features recorded where accessed, where safe, with ladders, light, and endoscope, to inspect the extent of the features.

Trees numbers 1, 4, 8, 10, 15, 16, 27, 29, 31, and 33 have been classified as having high potential to support roosting bats. These trees have potential roosting features that can be suitable for use by larger numbers of bats on a more regular basis, and potentially for longer periods of time, due to their size, shelter, protection, conditions, and surrounding habitat.

Most of the potential roosting features could not be fully inspected, due to health and safety reasons. After the ground level survey, we don't have sufficient evidence to conclude whether the trees are utilised by roosting bats at this time. Recommendations are made in Chapter 6.

Trees numbers 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, and 32 have been classified as having low potential to support roosting bats.

The majority of the trees on site do not have suitable features to support roosting bats.

The remaining trees on site, not mentioned in Table 4.2 (the rest of the trees included in the list of proposed works and others not included in the list of proposed works), have been classified as having negligible potential to support roosting bats. Recommendations are made in Chapter 6.

5.3 POTENTIAL IMPACTS ON BATS

The potential impacts on bats are expected to be minimal as the trees and hedgerow features are going to be retained after the proposed maintenance works. It is understood that the mature and semimature trees on site are going to be retained, and not going to be affected by the proposed maintenance works.

Commuting and foraging features are going to be retained, the impact on foraging and commuting bats is anticipated to be negligible, as the main commuting features as treelines and hedgerows are going to be retained. Recommendations are made in Chapter 6.

6. RECOMMENDATIONS

All recommendations provided in this section are based on Middlemarch Environmental Ltd.'s current understanding of the site proposals, correct at the time the report was compiled. Should the proposals alter, the conclusions and recommendations made in the report should be reviewed to ensure that they remain appropriate.

R1 Trees nos. 1, 4, 8, 10, 15, 16, 27, 29, 31 and 33

Trees 1, 4, 8, 10, 15, 16, 27, 29, 31 and 33 were considered to have high potential for roosting bats. To determine the presence/absence of roosting bats within the tree/s, further survey work is required in the form of dusk emergence and dawn re-entry surveys.

Bat Survey: Good Practice Guidelines published by the Bat Conservation Trust (Collins, 2016) recommends that for trees with high bat roosting potential at least three dusk emergence and/or dawn re-entry surveys be undertaken during the bat activity season to determine the presence/absence of roosting bats within the trees. The bat activity season extends from May to September. At least one of the surveys should be a dawn re-entry survey, and at least two of the surveys should be undertaken between May and August. If a roost is discovered during these surveys, a Natural England licence application may be required.

R2 Trees nos. 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, and 32

Trees 2, 3, 5, 6, 7, 9, 11, 12, 13, 14, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 28, 30, and 32 were considered to have low potential for roosting bats. The survey data obtained for the site is valid for 12 months from the survey date. If proposed site works have not commenced within this timeframe, it will be essential to update the survey effort to establish if the trees have developed features that could be used by roosting bats in the interim. In the unlikely event that a bat is found during works to the trees all works must immediately cease and a suitably qualified ecologist should be contacted.

R3 Remaining Trees on site

The rest of the trees on site were considered to have negligible potential for roosting bats. The survey data obtained for the site is valid for 12 months from the survey date. If proposed site works have not commenced within this timeframe, it will be essential to update the survey effort to establish if the trees have developed features that could be used by roosting bats in the interim. In the event that a bat is found during works to the trees all works must immediately cease and a suitably qualified ecologist should be contacted.

R4 Lighting

In accordance with best practice guidance relating to lighting and biodiversity (Miles et al, 2018; Gunnell et al, 2012), any new lighting should be carefully designed to minimise potential disturbance and fragmentation impacts on sensitive receptors, such as bat species. Examples of good practice include:

- Avoiding the installation of new lighting in proximity to key ecological features, such as hedgerows and woodland edges.
- Using modern LED fittings rather than metal halide or sodium fittings, as modern LEDs emit negligible UV radiation.
- The use of directional lighting to reduce light spill, e.g. by installing bespoke fittings or using hoods or shields. For example, downlighting can be used to illuminate features such as footpaths whilst reducing the horizontal and vertical spill of light.
- Implementing controls to ensure lighting is active when needed, e.g. timers/motion sensors.
- Where the use of bollard lighting is proposed, columns should be designed to reduce horizontal light spill.

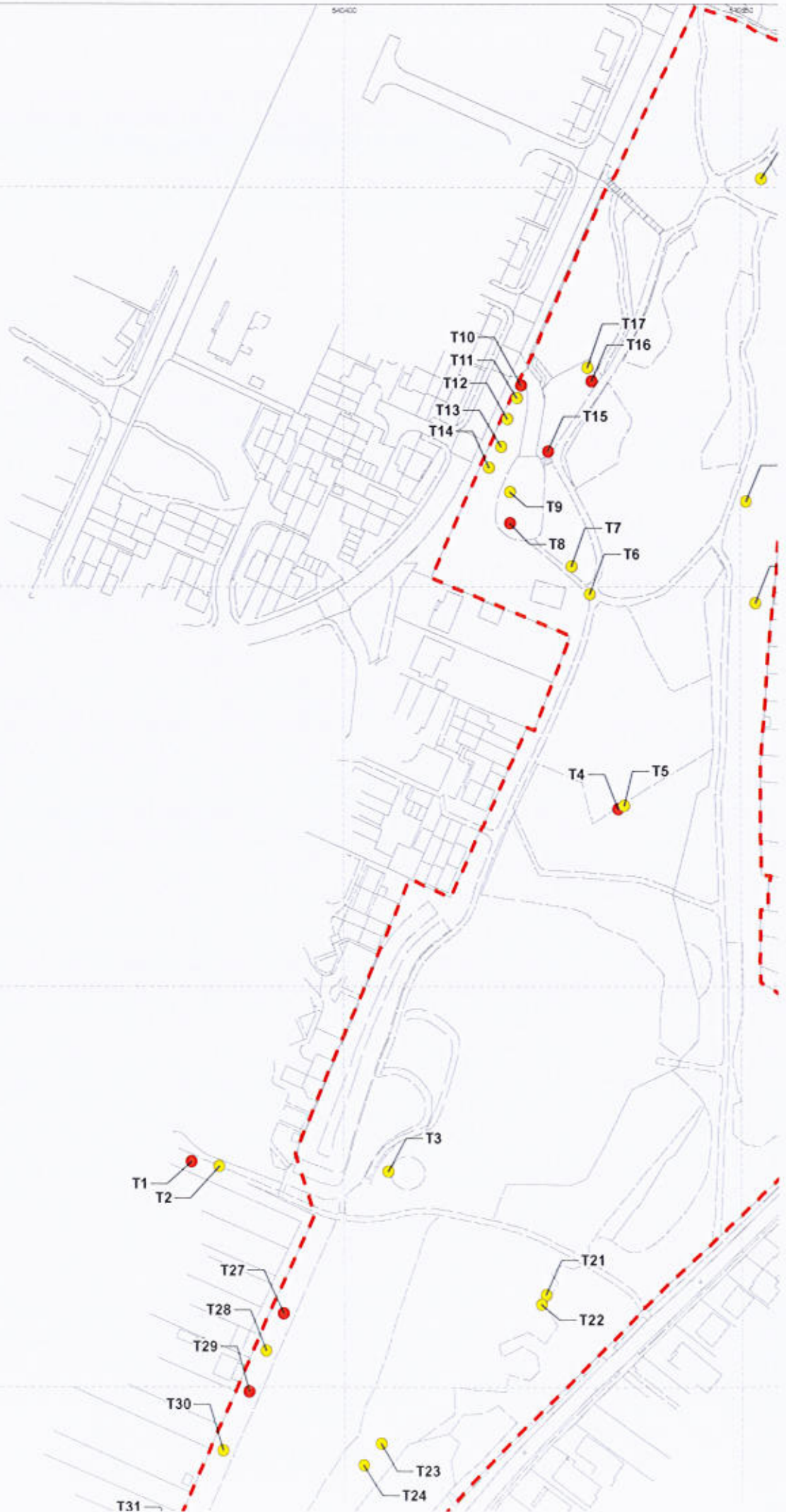
R5 Habitat Enhancement

In line with the National Planning Policy Framework, the development should aim to enhance the site for bats. Bat boxes should be installed to provide roosting habitat for species such as pipistrelle. Bats seek warm places and for this reason boxes should be located where they will receive full/partial sun, although installing boxes in a variety of orientations will provide a range of climatic conditions. Position boxes at least 4 m above ground to prevent disturbance from people and/or predators

The planting of species which attract night flying insects is encouraged as this will be of value to foraging bats, for example: evening primrose *Oenothera biennis*, goldenrod *Solidago virgaurea*, honeysuckle *Lonicera periclymenum* and fleabane *Pulicaria dysenterica*.

7. DRAWINGS

Drawing C157372-01-01- Preliminary Bat Roost Assessment



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APPENDIX 1

LEGISLATION

Bats and the places they use for shelter or protection (i.e. roosts) receive legal protection under the Conservation of Habitats and Species Regulations 2017 (Habitats Regulations 2017) and the Conservation of Habitats and Species Regulations (Amendment) (EU Exit) Regulations 2019 (Habitats Regulations 2019). They receive further legal protection under the Wildlife and Countryside Act (WCA) 1981, as amended. This protection means that bats, and the places they use for shelter or protection, are capable of being a material consideration in the planning process.

Regulation 41 of the Habitats Regulations 2017, states that a person commits an offence if they:

- deliberately capture, injure or kill a bat;
- deliberately disturb bats; or
- damage or destroy a bat roost (breeding site or resting place).

Disturbance of animals includes in particular any disturbance which is likely to impair their ability to survive, to breed or reproduce, or to rear or nurture their young, or in the case of animals of a hibernating or migratory species, to hibernate or migrate; or to affect significantly the local distribution or abundance of the species to which they belong.

It is an offence under the Habitats Regulations 2017 for any person to have in his possession or control, to transport, to sell or exchange or to offer for sale, any live or dead bats, part of a bat or anything derived from bats, which has been unlawfully taken from the wild.

Changes have been made to parts of the Habitats Regulations 2017 so that they operate effectively from 1st January 2021. The changes are made by the Habitats Regulations 2019, which transfer functions from the European Commission to the appropriate authorities in England and Wales.

All other processes or terms in the 2017 Regulations remain unchanged and existing guidance is still relevant.

The obligations of a competent authority in the 2017 Regulations for the protection of species do not change. A competent authority is a public body, statutory undertaker, minister or department of government, or anyone holding public office.

Whilst broadly similar to the above legislation, the WCA 1981 (as amended) differs in the following ways:

- Section 9(1) of the WCA makes it an offence to *intentionally* kill, injure or take any protected species.
- Section 9(4)(a) of the WCA makes it an offence to *intentionally or recklessly** damage or destroy, or obstruct access to, any structure or place which a protected species uses for shelter or protection.
- Section 9(4)(b) of the WCA makes it an offence to *intentionally or recklessly** disturb any protected species *while it is occupying a structure or place which it uses for shelter or protection.*

*Reckless offences were added by the Countryside and Rights of Way (CRoW) Act 2000.

As bats re-use the same roosts (breeding site or resting place) after periods of vacancy, legal opinion is that roosts are protected whether or not bats are present.

The reader should refer to the original legislation for the definitive interpretation.

For England:

The following bat species are Species of Principal Importance for Nature Conservation in England: barbastelle bat *Barbastella barbastellus*, Bechstein's bat *Myotis bechsteinii*, noctule *Nyctalus noctula*, soprano pipistrelle *Pipistrellus pygmaeus*, brown long-eared bat *Plecotus aurilus*, greater horseshoe bat *Rhinolophus ferrumequinum* and lesser horseshoe bat *Rhinolophus hipposideros*. Species of Principal Importance for Nature Conservation in England are material considerations in the planning process. The list of species is derived from Section 41 list of the Natural Environmental and Rural Communities (NERC) Act 2006.

ECOLOGY

At present, 18 species of bats are known to live within the United Kingdom, of which 17 species are confirmed as breeding. All UK bat species are classed as insectivorous, feeding on a variety of invertebrates including midges, mosquitoes, lacewings, moths, beetles and small spiders.

Bats will roost within a variety of different roosting locations, included houses, farm buildings, churches, bridges, walls, trees, culverts, caves and lunnels. At different times of the year the bats roosting requirements alter and they can have different roosting locations for maternity roosts, mating roosts and hibernation roosts. Certain bat species will also change roosts throughout the bat activity season with the bat colony using the site to roost for a few days, abandoning the roost and then returning a few days or weeks later. This change can be for a variety of reasons including climatic conditions and prey availability. Bats are known live for several years and if the climatic conditions are unfavourable at a particular roost, they may abandon it for a number of years, before returning when conditions change. Due to the matriarchal nature of bat colonies, the locations of these roosts can be passed down through the generations.

Bats usually start to come out of hibernation in March and early April (weather dependent), when they start to forage and replenish the body weight lost during the hibernation period. The female bats then start to congregate together in maternity roosts prior to giving birth and a single baby is born in June or July. The female then works hard to feed her young so that they can become independent and of a sufficient weight to survive the winter before the weather gets too cold and invertebrate activity reduces. Males generally live solitary lives, or in small groups with other males, although in some species the males can be found living with the females all year. The mating season begins in the autumn. During the winter bats hibernate in safe locations which provide relatively constant conditions, although they may venture outside to forage on warmer winter nights.

AGENDA ITEM	13
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To agree for a wildlife pond and second hibernacula being added in Chatsworth Park

1. INTRODUCTION

At the last Amenities & Civic Centre meeting, Cllr Clarkson's request for a wildlife pond and a second hibernacula with wildflowers above to be added in Chatsworth Park was agreed, with the exact location for both to be confirmed by Committee via email.

2. INFORMATION

Cllr Clarkson emailed the Committee for their feedback on proposed locations, as listed on the attached map and on the below table:

LOCATION	ASSET	DETAIL
1	hibernaculum/pond	Flat ground next to the path down to the car park. Close to vegetation for animals. Shaded to preserve pond. Not overlooked by tree so limited leaf litter
2	hibernaculum	Flat ground near the tree line path cutting across the park to Bridle Way. Shaded to preserve pond. Slightly overlooked by tree so some leaf litter
3	hibernaculum	Opposite side of path to location 2.
4	hibernaculum	Along the path heading out to Ambleside.
5	Pond	On Ambleside. 20ft back from footpath. Shaded area to preserve pond. Slightly overlooked by tree so some leaf litter

Pictures were also provided for each location.

Cllr Selby responded confirming his preference on location number 1 for the proposed hibernacula. There were no other responses.

Cllr Clarkson proposes that the hibernacula is built in position 1, just off the pathway that cuts east to west through the park (pictures on next page). This area is out of the way of the park users in a sunny spot adjacent to the undergrowth.



Location in park



Close up

Cllr Clarkson is also proposing that the pond is built on the west side of the east footpath near the trees that cross the park to Bridle Way (pictures below). This location is on flat ground and offers the pond protection from significant direct sun whilst also being protected from leaf fall.



Location in park



Close up

3. RECOMMENDATION

It is recommended that the Committee agree to Cllr Clarkson's proposed locations for the hibernacula and wildlife pond.

4. ENVIRONMENTAL IMPACT

A hibernacula will provide protection for amphibians and reptiles as they hibernate through the winter, as well as providing important compensation for habitat impacted development.

The pond will create a very rich wildlife habitat. The ecological report recommends that a wildlife pond is created in Chatsworth Park.

5. FINANCIAL IMPLICATIONS

The estimated cost for the pond is approximately £380 plus volunteer support to put together, but it has been agreed for Cllr Clarkson to seek grants or donations of materials to build.

The building of the hibernacula can be carried out at no additional cost to the Town Council.



AGENDA ITEM	14
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To consider two wildflower meadow locations in Chatsworth Park

1. INTRODUCTION

Cllr Clarkson has asked the Committee to consider his request for two wildflower meadows in Chatsworth Park.

2. INFORMATION

Cllr Clarkson drafted the report below:-

Site 1 is the old car park. The area is underutilised with the gate on Kirby Drive rarely used. There is a path eroded by walkers coming down the steps and heading back into the main park. There is a line of trees bordering Kirby Drive. These have brambles and weeds forming a thick habitat at their base. Due to lack of use and upkeep, this undergrowth has extended into the old car park. The area being considered is approx. 5m deep and 12m wide tapering to a point in a triangle. This would still allow a space for vehicles to use the gate and path if necessary. This area is also being considered for housing apiaries.





Site 2 is the northwest area of the park which is underutilised. The accessibility survey highlighted this area for a footpath to allow flat ground access to the playground on Kirby Drive, however, this is not likely to be an imminent project. There is a single bench in this area and nothing else. This area is not used for picnics or football and as an entryway to the park it is not a principal dog walking site. It is, however, used by contractors to access the playground to cut the grass etc, so it is suggested for a strip along the hedge line only for a wildflower meadow.

A footpath leads from Kirby drive to the memory garden bordering the area on its west with Zoned Bed 4 at the end. Zoned Bed 4 is a small grouping of trees. There is a hedge on Kirby Drive bordering it to the east and at the south is the path and steps leading to the Kirby Drive play park.

The hedgerow is an important habitat used by small mammals, birds and insects. It also acts as an access corridor into the park or north towards the Downs. Expanding this pre-existing habitat and connecting it to Zoned Bed 4 with wildflower would provide food and habitat for insects and small mammals who in turn support other animals like bats and foxes. It would create a larger access corridor and it would also create an impressive entrance to the park both visually, audibly with insect noise and through floral smells.



3. RECOMMENDATION

It is recommended that the Committee consider a wildflower meadow for site 2. For site 1, we are waiting for confirmation from Brighton & Lewes Beekeepers division as to whether they can find a site manager for potential apiaries, so I recommend a decision be made following their response.

4. ENVIRONMENTAL IMPACT

Wildlife meadows improve the biodiversity of the local area and the habitat for bees and butterflies.

5. FINANCIAL IMPLICATIONS

There will be a cost for cutting and clearing the meadows in the autumn. Any planting seeds and cutting back brambles could be undertaken by volunteers but this will be at a cost to the Town Council if we are unable to recruit any volunteers.

AGENDA ITEM	15
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	Update on Develop Outdoors request to build a permanent shelter in Chatsworth Park

1. INTRODUCTION

At the last meeting, the Committee considered Develop Outdoors' request to build a permanent shelter and fencing in Chatsworth Park to carry out their forest school activities. It was agreed they could erect 4 posts for tarpaulin to be added when they host their forest school and that a short-woven fence could be built using fallen branches on three sides only, but that the Town Council will need to agree the exact location and size for where they want to erect the fence.

2. INFORMATION

I met with Develop Outdoors in Chatsworth Park and they confirmed they would like to erect a woven fence in one wooded area where the children can play (map below highlighting section in orange). This will have 2 sides and start next to bin number 3 and travel diagonally south alongside the natural pathway. It will then travel east to meet with the pathway going south.



In the area the other side of the pathway (map on previous page, highlighted in blue), they would like to install 4 metre poles on each side of the old storage area (already fenced off by the Town Council) to assist with installing strong tarpaulin as a cover for when they are carrying out activities. They plan to clip the tarpaulin to the lower part of the trees if and when necessary and have asked if we could add woodchip in this location to keep the weeds under control. Please note that this area has previously been agreed by the Committee to host bee hives, so I have informed Develop Outdoors it is unlikely they will be able to use this area unless the Brighton & Lewes Beekeepers division are unable to find someone willing to take on the site.

3. RECOMMENDATION

It is recommended that the Committee consider Develop Outdoors request for the woven fence only and that their request for the old storage area be decided following confirmation from the Brighton & Lewes Beekeepers division if they can find a site manager for potential apiaries. Alternatively, we can ask that Develop Outdoors find an alternative site for the shelter.

4. ENVIRONMENTAL IMPACT

Forest Schools focus on the social, emotional, physical and intellectual development of their learners. Woodlands provide a rich and stimulating environment for learning and there are a wide variety of natural materials available for children to use.

5. FINANCIAL IMPLICATIONS

None.

AGENDA ITEM	16
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Cllr C Gallagher/Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To note the emerging Green Infrastructure report

1. INTRODUCTION

Cllr Gallagher has written a report as follows:- A Green Infrastructure report has emerged from the research and investigations currently being undertaken to support the Neighbourhood Development Plan and covering green assets and infrastructure in Peacehaven Town and Telscombe Town.

One of the benefits of having a Neighbourhood Plan is that local green space designations can be achieved and areas can be protected from development. Through the Neighbourhood Development Plan, the strongest protection and allocation of land for recreation including sports and leisure use are being sought.

2. BACKGROUND

Since May 2020 when both Town Councils agreed to the work to commence to formulate a management plan, the complexities of planning policies relating to green space land have continued to evolve.

The first step taken was to audit and record all of the potential green spaces in Peacehaven and Telscombe and the related assets including public buildings.

Additional reporting has been provided by University of Brighton, Masters in Planning students and other experts.

Strategic Environmental Assessments by AECOM Management Consultants have set the context of the Town in relation to the biosphere and natural landscapes.

3. INFORMATION

A composite spreadsheet has been prepared which is designed to be a working document for the Town Council to use for planning and updates. This has been circulated with the paperwork but not printed due to it being a large document.

A self-explanatory report is attached setting out planning policy reasoning and outlines for future possibilities.

These two documents support the open space and amenity chapter and sits with those on sports, biodiversity walking, cycling and air quality.

4. RECOMMENDATION

I recommend the reports are noted. Further documents relating to these topics will be produced with a chance for attendance at a workshop with Neighbourhood Development Plan Consultants.

4. ENVIRONMENTAL IMPACT

The green infrastructure report supports the open spaces within the town.

5. FINANCIAL IMPLICATIONS

N/A.

GREEN INFRASTRUCTURE

The purpose is to assess the quality of the green spaces in the area and how best to protect and enhance those sites both individually and as network of assets.

Benefits to Communities:

- Recreational value – both informal (ie dog walking) and formal (ie organised sports)
- Wildlife habitats
- Climate change mitigation and adaptation – ie sustainable drainage features (SuDs)
- Aesthetic value, local character and distinctiveness
- Supporting healthy lifestyles (ie opportunities for physical activity outdoors) and mental wellbeing (ie providing access to nature)
- Community cohesion
- Food growing

Valued green/open spaces may include:

- Parks and gardens
- Playing fields and sports pitches/grounds
- Footpaths, bridleways and cycle routes
- Informal green spaces
- Allotments

Green Infrastructure

Green infrastructure is a term used to describe networks of green spaces (including natural and semi-natural green spaces as well as bodies of water and waterways). It delivers a wide range of environmental and quality of life benefits for local communities. It can improve water management, air quality and public health and wellbeing. It provides opportunities to protect and increase biodiversity, improve food and energy security, facilitate community development and build resilience to the effects of climate change.

Green infrastructure ensures that where possible, they can be seen and managed as a network of spaces rather than isolated pockets of green.

The NPPF does not define what qualifies as 'close proximity' or 'extensive tract of land'. However, using Natural England's Accessible Greenspace Standards as a helpful guide, it is suggested that 'close proximity' be defined as within 2km (1.25miles) and an 'extensive tract of land' be defined as over 20 hectares (50 acres). Given the diverse nature of the area, it is acknowledged that this needs to be a guideline rather than a hard and fast rule.

Other Designations

Green/open spaces may have existing statutory designations such as:

- Site of Special Scientific Interest
- National Nature Reserve/Local Nature Reserve
- Public Rights of Way

Step 1	Establish the Baseline
Step 2	Local Green Spaces Audit
Step 3	Identify Opportunities for improvement
Step 4	Planning Policy Development
Step 5	Implementation

Following the auditing process, there is a good opportunity to look at the sites as an overall network and identify areas for improvement. Consider carrying out a SWOT Analysis (strengths, weaknesses, opportunities, threats).

Questions you might consider include:

- Going forward, what sorts of green spaces would we like to see in the area? Is there a demand from the community?
- Can existing sites be enhanced to make them more multi-functional (ie fulfilling several different functions)?
- Are the sites in good condition? If not, what improvements could be made? Who is responsible for the maintenance of the site?
- Are the sites safe and accessible to all: ie attractive and enjoyable to people of all ages? If not, how can sites be made safer and more accessible?
- Are the sites usable all year round? If not, what would make the usable in all seasons?
- Is the site engaging – are there things to look at and do?
- Does the sit appear to have a sense of place? Is it a nice place to be?
- Is this a space that would improve peoples' health and physical and mental wellbeing?
- Are the sites well connected? If not, are there opportunities to improve linkages between sites (for people and for wildlife – ie wildlife corridors)?
- How are the edges of the space defined? Are there enough accesses in and do the boundaries encourage or discourage people and wildlife? Are there opportunities to improve the boundaries of the site and introduce space for nature?
- Are there opportunities to enhance the sites in terms of:
 - *Wellbeing* – how people access and use these sites, community cohesion, recreation and leisure opportunities
 - *Wildlife* – natural spaces, habitats and species and connectivity (ie wildlife corridors)
 - *Water* – can the site play a role in drainage and natural flood management in the area?
- Are there any threats to these green spaces? (now and in the future in terms of maintenance, resilience to climate change, development etc)? If yes, how might we avoid or mitigate that?

AGENDA ITEM	17
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To consider tree policy

1. INTRODUCTION

At March's Amenities & Civic Centre meeting, I was asked to bring a tree planting policy to a future meeting for the Committee to consider.

2. INFORMATION

As the tree planting element is relatively small, I have included it within a general tree policy (attached). Several sentences from the Management Plan have also been included for continuity.

3. RECOMMENDATION

I recommend the Committee agree to the policy, before being taken to Full Council for adoption.

4. ENVIRONMENTAL IMPACT

The policy will ensure we are accountable for managing trees on Town Council owned land.

5. FINANCIAL IMPLICATIONS

N/A.

TELSCOMBE TOWN COUNCIL



TREE POLICY

Introduction

Telscombe Town Council have a duty of care and are dedicated to protecting and managing trees on Town Council owned land; specifically Chatsworth Park and the Copse, Telscombe Cliffs. The Town Council reserve the right to carry out any urgent works to trees or vegetation without prior consultation with an ecologist, if there is a safety concern to property or people.

Inspections & Maintenance

The trees on both sites are subject to regular inspections to assess their health, condition and safety as even healthy trees are at risk from unpredictable climatic and man-made events. The content of these surveys inform the Council about what action to take. Where possible any felled trees should be cut and left on-site to provide habitat for insects.

Any reports received by Telscombe Town Council regarding dangerous trees will be investigated by a Town Council Officer and if any concerns are raised, a specialist will be requested to attend a further inspection.

For trees that are covered by a Tree Preservation Order, Telscombe Town Council must make an application to Lewes District Council before any works can take place.

Badger Setts

If any management works are required within 30 metres of a badger sett entrance, a badger survey will be undertaken to determine whether the sett is active. If the badger sett is found to be active and is directly impacted on any proposed works, a Natural England badger licence will be required prior to any works in our around the area.

Planting of new trees

The Town Council will aim that a tree is planted for every one felled on Town Council land.

AGENDA ITEM	18
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To consider accepting oak tree saplings

1. INTRODUCTION

A resident has contacted the Town Council to offer us free oak sapling trees.

2. INFORMATION

The resident can donate 6 trees, between 2 and 3 feet. The draft tree policy which is also being considered at this meeting, states that we aim to plant a tree for every one felled on Town Council land. These trees could be included within those being felled as agreed following the tree survey, with volunteers planting within a pre-agreed location.

3. RECOMMENDATION

I recommend we accept the kind donation from the resident and plant them in Chatsworth Park in October.

4. ENVIRONMENTAL IMPACT

Oak trees alone support 2,300 species, some of which are entirely dependent on oak for their survival.

5. FINANCIAL IMPLICATIONS

None.

AGENDA ITEM	19
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To consider purchasing additional benches for Chatsworth Park

1. INTRODUCTION

Cllr Clarkson has asked that the Committee consider purchasing additional benches for the field near the car park in Chatsworth Park.

2. INFORMATION

Wander Coffee have reported that when they are busy, some park users have nowhere to sit. Additionally, the style of the current picnic tables requires you to lift your leg over the bench to sit and people with mobility issues have problems with this. Wander Coffee advised that two park users have fallen from the tables due to this.

Cllr Clarkson has asked if we could consider adding three picnic tables or benches to the park. I have investigated several options, as follows:

Leisure Bench offer the most competitive prices. They can provide a 6 seater walk in bench (picture below) at a cost of £198.05 plus VAT Concrete Parasol Base - Concrete Anchor For Parasols and Garden Umbrellas - Black 15kg (leisurebench.co.uk)



They also offer a 160cm bench at a cost of £179 plus VAT.



Alternatively we could order a recycled plastic bench with arms at a cost of £281 plus VAT, which includes fixings and instructions.



Delivery costs £23.16

M Evans has confirmed he can install the benches but will not be able to provide a price until we know what type of bench or table we require, where it will be located and if we would like a concrete base or wooden spurs.

In report number 23, it is recommended to purchase a bench for the bottom left of 'pigs hill' in Chatsworth Park.

3. RECOMMENDATION

I recommend the Committee consider adding new benches to Chatsworth Park, taking into consideration style, location and how many we would like. In view of budget limitations and we are at the beginning of the financial year, I recommend a maximum of two.

4. ENVIRONMENTAL IMPACT

The Town Council's green spaces need to be accessible for everyone.

5. FINANCIAL IMPLICATIONS

We have a budget of £1,500 which is for both seats and notice boards. Our notice board at Ambleside Avenue appears to have been vandalised and both locks have been broken/removed. We are trying to establish whether it is possible to replace the locks or whether a new notice board will be required. If a new board is required, it will be approx. £700-£800 net of VAT to include fitting.

AGENDA ITEM	20
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To ratify agreement of shipping container colour for Wander Coffee in Chatsworth Park

1. INTRODUCTION

At the last Committee meeting, it was agreed that approval be given to Wander Coffee to place a small container in Chatsworth Park next to the portable toilet until the end of their current contract in September, being of a colour that would blend into the surroundings.

2. INFORMATION

Wander Coffee recommended obtaining a green container which was agreed by the Town Council. However, Wander Coffee later advised that no green containers were available and that the stock changes every day so until they place an order, they will not know the colour, only that it will be either red or blue.

Councillors were contacted for their response and agreement was provided by a majority of 5 Councillors. I contacted Wander Coffee accordingly and they have now obtained a blue container.

3. RECOMMENDATION

I recommend the Committee ratify the decision for Wander Coffee to place a blue container in Chatsworth Park next to the portable toilet.

4. ENVIRONMENTAL IMPACT

N/A

5. FINANCIAL IMPLICATIONS

N/A

AGENDA ITEM	21
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	To consider extending Wander Coffee's concession

1. INTRODUCTION

At the Amenities & Civic Centre Committee meeting on 21st March, it was agreed to extend Wander Coffee's concession until 30th September 2022, with the proviso they continue to pay a fee of £40 per week to cover the portable toilet hire.

2. INFORMATION

We are still investigating progressing a café for the park. We are currently working with Stickland Wright, who will be creating a feasibility study for a café in the park which will necessitate the scope of a building to be agreed.

3. RECOMMENDATION

I recommend we invite Wander Coffee to extend their concession with the Town Council until 31st March 2023 and that they continue to pay the £40 weekly charge to cover the portable toilet hire.

4. ENVIRONMENTAL IMPACT

Wander Coffee recycle as much as possible including cups and coffee grinds and their coffee machine is run by gas.

5. FINANCIAL IMPLICATIONS

The 2022/23 budget for the café is £3,500.

AGENDA ITEM	22
COMMITTEE	Amenities & Civic Centre
REPORT FROM	Stella Newman, Town Clerk & RFO
MEETING DATE	25 th July 2022
SUBJECT	To consider Wander Coffee's request to sell Pimms at Chatsworth Park during August

1. INTRODUCTION

Last year Wander Coffee asked if they could sell Pimms and Gin and tonic at Chatsworth Park to see if it would prove popular. Following discussion at a Committee meeting in May 2021, it was recommended by a majority, but not unanimously, to allow Wander Coffee to sell Pimms only, between the hours of 12pm and 4pm at the weekends.

2. INFORMATION

Wander Coffee have now approached me again seeking our permission to sell Pimms. They would like to get a temporary event licence for the whole of August and not just weekends. They would also like to stay open until 5pm on really hot days.

3. RECOMMENDATION

It is recommended to consider Wander Coffee's request.

4. ENVIRONMENTAL IMPACT

The consumption of alcohol could increase antisocial behaviour.

5. FINANCIAL IMPLICATIONS

None.

AGENDA ITEM	23
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Stella Newman, Town Clerk & RFO
MEETING DATE	25 th July 2022
SUBJECT	To consider planting at bottom of 'pigs hill' in Chatsworth Park

1. INTRODUCTION

At the Committee meeting in May it was agreed not to progress with adding a tree-lined pathway in Chatsworth Park, but that consideration via a separate one-off working group meeting be given to planting of some sort on the bottom left-hand corner of Pigs Hill. It was previously agreed to clear vegetation from the area in question, but it has now grown back.

2. INFORMATION

Consideration was given at the one-off recent working group meeting as to how to progress with this area. It was agreed that cutting the vegetation would not stop it growing back, so in order for new planting of shrubs to be carried out, the area would need to be rotavated. A walkway through the area could then be achieved with bark chippings held in place either side with logs and new shrubs could be planted and perhaps a new bench put in place.

3. RECOMMENDATION

It is therefore recommended that estimates be sought to:-

- Cut back the vegetation to the tree line
- Have the area rotavated and grass seeded
- Have a walkway through with bark chippings held in place with logs
- New shrubs be planted
- A new bench be installed

See plan attached.

4. ENVIRONMENTAL IMPACT

The ecological report will need to be considered before carrying out any work.

5. FINANCIAL IMPLICATIONS

Not known at this stage. Cllr Gallagher has intimated that the Saltdean Charity may be able to help financially. They will be having their AGM in the Civic Centre at the beginning of August and Councillors will be invited to attend to learn of the work.



Remove all this vegetation
rotavate area, then add
grass seed

Plant shrubs and add a
new bench

New bark chipping
lined pathway
across lined by
logs

AGENDA ITEM	24
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Stella Newman, Town Clerk & RFO
MEETING DATE	25 th July 2022
SUBJECT	To agree estimate for cleaning and bird proofing of solar panels at the Civic Centre

1. INTRODUCTION

There are increasing numbers of pigeons nesting/living under the solar panels at the Civic Centre. This could compromise the effectiveness of the panels.

2. INFORMATION

I have therefore obtained several estimates for cleaning and bird proofing the solar panels. It would involve removing the nests and cleaning under and the top of the panels and installing mesh around the sides of the panels so that the pigeons cannot return. The companies are able to remove the nests and pigeons at any time under licence GL41 Wild birds: licence to kill or take for public health or safety which includes feral pigeons.

I have had varying estimates, some requiring scaffolding and others a cherry picker or rope system as follows:-

Savant Solar - £4,580 plus VAT including scaffolding
 Force 10 - £2,310 plus VAT using cherry picker
 Killaverm Pest Control - £2,360 (no VAT) inc scaffolding cost
 Titan Eco – from £1,345 to £1,808 depending on the system chosen (use rope technicians)
 Proclean - £1,195 plus VAT (no scaffolding required)
 British Bird Control - £1,100 plus VAT (no scaffolding required)

3. RECOMMENDATION

It is recommended to proceed with British Bird Control at a cost of £1,100 plus VAT if you want mesh or Titan Eco if you want the black Solaskirt at a cost of £1,808 plus VAT.

4. ENVIRONMENTAL IMPACT

N/A

5. FINANCIAL IMPLICATIONS

Our earmarked reserve for Civic Centre maintenance currently stands at £11,900.



I have broken down the works into sections, we estimate that scaffolding for the full span to allow installers to step on the roof for all works safely would be **£1500 ex VAT.** ;

Removal of bird infestation from underneath solar modules and fitting of galvanised steel mesh and PVC clips which are suitable for 95% of modules (please send the datasheet for the module or MCS certificate so we can check). Savent Solar are qualified to remove solar PV modules and are licensed by English Nature to remove nests and birds during nesting season which is now throughout the year due to the protection from solar PV modules;

a)Labour

Works to include the following;

Full Health and Safety management of project including RAMS and management of team

Usage of harnesses as required for access to solar PV system

Removal of solar PV modules where necessary to remove the birds nests

Removal of nesting materials and plants growing underneath the solar panels

Replacement of damaged MC4 connections and DC cabling

Replacement of solar PV modules

Bending and fitting wire, UPVC clips and cable ties for outside edge of solar panels

Total £1625 ex VAT

b)Materials

Upper array 50 metres

Lower solar array 35 metres

Total 85 metres of galvanised mesh, UPVC clips and cable ties - £650 ex VAT

Rubble sacks - £20

Single use PPE - £35

Disposal of guano and nesting materials at Harry Hawkins Incinerator in Cowfold – up to 100kg - £250

Total £955 ex VAT

3)Essential Solar PV maintenance including clean down of 56 panels using special designed solar brushes, system check, performance assessment and schedule of condition report (see enclosed pdf on this)

Cost of maintenance £750 ex VAT, this is reduced to **£500 ex VAT** a 33% discount as the installers are already on site

Overall total £4,580 ex VAT

Best regards

Michael Yeoman

Director

Savent Solar

Mob 07773766225

www.saventsolar.com

Essential Maintenance and Bird Protection for Solar Photovoltaic Installations

Since the introduction of the Government funded Feed In Tariff in 2009 there has been significant investment into installing solar PV systems across the United Kingdom. Solar PV panels have been installed across many different types of commercial and residential roof spaces with many Councils and Housing Associations investing into solar for their offices or their residential stock.



Savent Solar helps to ensure that these systems continue to generate maximum level of electricity and revenue from the Feed In Tariff (FIT) with regular solar PV maintenance. We complete maintenance and full schedule of condition of your solar assets which include the following;

a) Solar Modules – Inspection of solar PV modules to check for any issues relating to the solar PV modules to include signs of damage, stress or water ingress to Glass/Frames/Cabling/Joints/Fixing Clamps

b) Solar Inverters - Inspect all inverters, ensure fully operational, check cable connections.

c) AC and DC Isolators – Check

d) Generation Meter - Check generation meter reading & connections

e) A/C Cabling & Connections - Check all cabling and connections from Solar PV system to mains supply

f) Full clean down of system - Provide comprehensive cleaning of the modules from the service areas using approved cleaning materials and equipment.

NB – This is maintenance service includes a visual inspection of the solar PV system which is limited by access to the above elements.

g) Schedule of condition - Review of general condition of roof and inverter room (where access is possible)

At the end of the inspection you will receive the following:

- Highlight any obvious issues for the building's roof or surrounding area
- Summary report on state of your solar installation
- Assessment of how your solar system is performing against official estimates

The cost of annual solar PV maintenance depends on size of solar PV system (s) and available access to the solar PV system (s). We are also licenced to be able to provide access from extendable cleaning poles, scaffolding or mobile platforms upon application. Please contact Michael Yeoman (details below) for a quotation.

Issues of birds nesting underneath solar panels and bird protection

Nesting birds are becoming a real issue for solar PV systems creating both a fire and health hazard.



Most bird infestations are typically related to feral pigeons but can include nesting jackdaws and seagulls. Nesting birds typically affects around 20% of all solar PV systems, close to food sources, providing the ideal shelter from predators and the elements.

Savent Solar has fitted 100's of bird protection systems and works with a variety of local and county councils as well as many private clients to resolve this issue. Savent Solar is a MCS accredited solar PV installer and also licenced by English Nature to humanely remove birds and associated nest materials. We are also a licensed Waste Carrier to remove waste from site for appropriate disposal. As a solar PV installer we can isolate the system and remove solar panels to remove nesting materials and then fit bird protection to prevent further infestation. Unlike other patched chicken wire systems, we use a professional system which includes a high strength gauge, sturdy galvanised steel mesh with specifically designed solar PV clips to ensure long term protection. Savent Solar is regularly brought in to remove ineffective and poorly fitted systems from other non solar PV trained bird protection contractors.

We also can install bird spikes and caging or netting to prevent nesting from larger bird species such as seagulls. Please contact Michael Yeoman on 07773766225 or michael.yeoman@saventsolar.com for further details or for a quotation.





Force 10 Ltd | The Old Diary, Mill Farm Hankham, Hall Road, Westham, Pevensey
BN24 5AG | **Company VAT Number:** 263 1539 11

E: info@force10ltd.co.uk

Head Office:

01323 885777

We use a system call solar guard which forms a metal fence around the perimeter of the panels. Solar guard is a system that is adhered to the edge of the panel using silicone adhesive hence the reason of using marine grade adhesive due to the location.

The system is stainless steel so it will not rust. The system is not a mesh but metal hoops held in via two clips on the plastic strip, this allows the system to follow the contours of the roof tiles considerably better than the wire mesh system.

We would remove as much nesting materials as possible and due to avian flu disinfect the roof with a powerful disinfectant.

We use a marine grade silicone due to the proximity of the sea.

We would use cherry pickers to access the front and would need to put a cherry picker in this carpark to access the top and sides of the panels.

The cost would be **£2320.08 plus vat.**

We also give a 10 year guarantee.

Kind Regards

Paul Mason
Managing Director

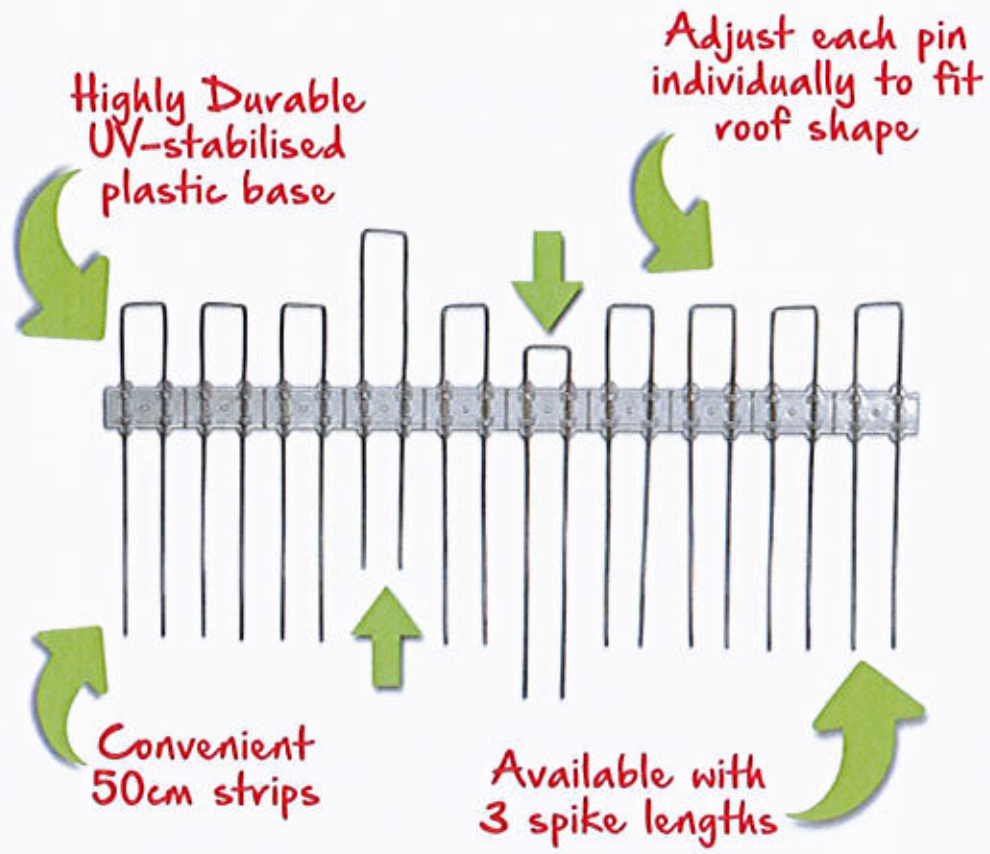
T : 01323 885777

M: 07849837756

E : paul@force10ltd.co.uk

W : www.force10ltd.co.uk

See pictures on other page





PEST CONTROL

10 Bishopstone Road
Seaford
East Sussex
BN25 2UB
07989 235182
office@killaverm.com
www.killaverm.com

Mrs Stella Newman
Telscombe Town Council
Telscomebe Civic Centre
360 South Coast Road
Telscombe Cliffs
East Sussex
BN10 7ES

Mrs Newman

Please find below the details of my quotation.

Re: Proofing and cleaning of solar panel array

- Remove all droppings from solar panels and velux windows.
- Remove accessible nesting material and pigeons from underneath panels.
- Install spikes above velux windows to prevent perching pigeons.
- Remove all droppings and nesting material from guttering below solar panel array.
- Install mesh around solar panel array to prevent nesting pigeons.

A scaffold will be required which I can organise. I use a company in Newhaven which offer reasonable prices so can obtain a quote should you wish.

Total cost will be £1200.00 no VAT

Scaffolding cost via Reebo Scaffolding, Newhaven £1,160 plus VAT

OVERALL TOTAL £2,360.00

If you have any queries, please don't hesitate to call me.

Yours sincerely,

John Parle



TITAN ECO SOLAR PANELS SERVICES

With over 600 installations all over the UK since we launched SolaSkirt in 2020, our system is the only product on the market that not only has a 100% success rate in keeping out pigeons but that also improves the look of our happy customers' solar panels, giving them a sleek black or silver trim which hides unsightly cables, rail, gaps, and water runoff.

Unlike most pest control companies who rarely have images of their installations on their websites, we are proud of our installations, and our customers love them. We have installed over 300 systems with our own teams of installers in the South East, with another 300 installed by other installation companies. If you would like to visit an installation in your area please let me know.

[Check out our 100+ 5-star Google reviews from customers](#)

[Check out our gallery showing some of our installations](#)

About SolaSkirt

We use high-grade aluminium clamps and 1050 H14 grade aluminium for our skirt. SolaSkirt Black is powder-coated in Wales. Our materials come with a 20-year warranty. It is a premium product that will not only enhance your system for years to come but won't degrade or be bent out of shape by any determined feathered friends.

We have a 100% success rate with every single installation blocking out the pigeons and forcing them to move on.

Some commonly asked questions about SolaSkirt

- **What is SolaSkirt made of?** - SolaSkirt is made of 1.5mm aluminium skirt with solid aluminium clamps, not plastic clips as used with many mesh systems that degrade over time
- **Does it affect Airflow?** - Even with SolaSkirt on there is plenty of airflow between panels, between the panel and the skirt and under the skirt. Almost all solar on new housing is in-roof with zero airflow, and there has not been any reports showing that these panels have reduced generation. However we can add in a ventilation panel if requested. For this we replace a section of skirt with a section of mesh on the top edge so it can't be seen. This then acts as a chimney, allowing hotter air to rise through the gap and draw in cooler air from below.
- **Can it be used on Roman tiles?** - The majority of our SolaSkirt systems are on Roman (wavy) tiles with no problem. If the ridges are higher than normal our skirt can be adapted to fit these.
- **Panel warranty** - Unlike some mesh systems which drill into the panel, voiding the panel warranty, our system clamps to the side of the panels, in a similar way to the mounting system holding the panels on, which does not affect the warranty.

Our installation includes

- **Supply & installation of SolaSkirt**
- **Access** - We use rope access technicians
- **Gutter Clearance** - includes a quick gutter clean under the panels - for situations where the gutter is blocked and overflowing or you would like the rest of the gutters cleared there will be a minimum **£30 surcharge (see below)**

- **Biocide application** - this is a disinfectant that kills any harmful bacteria living within the bird guano
- **Nest removal** - We will remove all nests that we can safely reach (we don't poke under panels or lift them as this often causes more problems)
- **Panel cleaning** - We will give the panels a clean to improve their performance
- **20-year product warranty** - Our system includes aluminium clamps and skirt. No plastic clips that will eventually degrade.
- **10-year installation warranty** - Our installation comes with a 10-year installation guarantee

Optional Extras

- **Extra gutter clearance** - if the gutters under the panels are blocked or overflowing then we will need to apply a £30 surcharge
- **Clean of all gutters around the whole house** - £30 for a typical size house (up to 3-bed), £50 for a larger house
- **Full wash of the panels** - £30 for up to 14 panels, £50 for over 14 panels. If the panels are very dirty and not able to be washed easily this surcharge will be applied
- **Roof repairs** - If you have broken tiles you would like us to replace, an aerial you want removing, or guttering that needs fixing please let us know and we can charge accordingly
- Surcharges for optional extras which are beyond the 'included' activities will be confirm with you prior to commencing the work

Products

We currently sell 2 versions of SolaSkirt and we also now offer SolaMesh

SolaSkirt Black - This includes our premium powder-coated black skirts and black clamps

SolaSkirt Silver - This is a non-powder coated option that is a similar colour to silver-framed solar panels. The clamps are still black. This option is 25% cheaper than SolaSkirt Black. (Note - this skirt is initially very shiny, but it will oxidise over time to become closer to the aluminium colour on silver framed panels)

SolaMesh - We also now supply and install SolaMesh. This is a PVC coated mesh which is clipped to the underside of the panels using stainless steel clips. No drilling into the panels which invalidates their warranty, and no plastic clips, which degrade over time. The materials for this are 40% cheaper than SolaSkirt Black. Installation cost is the same.

The wire is gauge 19 and it comes on a roll that our installers then cut down to size.

Bespoke Materials Quote

Based on the details that you have provided I have calculated the amount of SolaSkirt that you would require.

- **Total Perimeter** = 70m
- **No. Corner kits** = 12
- **No. Single Length Kits** = 51
- **SolaSkirt Black Materials cost** = £1158 + VAT
- **SolaSkirt Silver Materials cost** = £851 + VAT
- **Solamesh** = £695 + VAT

Access

We will use our certified rope access technicians to access your panels. By always being connected to a rope it ensures that our installers are completely safe with no risk of falling, and means that

they can access any part of the array. This is significantly safer, and cheaper, than using scaffolding. (Images of our installers in action are available on request)

Installation Cost

Our installation includes 1 or 2 men attending site and using the agreed access method detailed above. They will undertake a basic gutter clean (surcharge applicable if gutters are overflowing or blocked) where necessary and if it's safe. They will remove nests & pigeons that are easily accessible but are unable to remove panels.

Our standard installation cost for your panels is £650+ VAT.

Total Price

The total price, supplied and installed, is

- [SolaSkirt Black - £1808 + VAT](#)
-
- [SolaSkirt Silver - £1501 + VAT](#)
-
- [SolaMesh - £1345 + VAT](#)

Please note that this quote is valid for 2-weeks from the date of issue

Looking for a way to reduce the cost? If you have neighbours or local friends who also have solar panels and are interested in SolaSkirt so that we can install 2, 3 or more installs at the same time, we can pass on labour and materials savings to customers. We have had great success with this scheme, often installing 2, 3, or 4 systems at a time for neighbours saving hundreds of pounds. **Facebook or local group** - if you have pigeons then the chances are that others in your area also have pigeon problems. Some of our customers have found others in the area and so earned discounts on their installation by posting on a local Facebook group or other social media and finding others in the area who are also interested.

Next Steps

If you would like to proceed with your quote please reply to this email and let us know whether you would like to go for SolaSkirt Black or Silver, or SolaMesh. We will then send you our Ts and Cs and a deposit invoice. We require a 50% upfront payment with the balance due after the installation.

PV system performance check

We have developed a solar PV performance calculator which we use to help customers determine whether their PV systems performance is on track or not. To get a performance report, please send us the **date** your system was installed, the **size** of the system in kW, the **estimated kWh** generated a year and the **current meter reading**. Please note that each performance check will come with a **£25 surcharge**.

If you have any questions, please let me know.

Thanks
Stuart Olive
Titan Eco
Tel: 07857 388 282

stuart@titaneco.co.uk

www.solaskirt.co.uk - SolaSkirt - Premium pigeon proofing

www.titaneco.co.uk - Titan ECO - Solar PV, Battery Storage and Car Charging for Residential, Developer and Commercial



PROCLEAN

THE PROFESSIONAL GUTTER CLEANING PEOPLE

We only use the most effective methods of excluding pigeons and bird proofing your solar panels. Having assessed the situation to ensure all health and safety methods are in place, our operatives will remove any dead birds, nests and debris. Once the area is free of birds and debris, we will measure and fit galvanised bird proof mesh to the outer edge of all your solar panels, making it impossible for pigeons, squirrels or any other vermin to gain access.

The materials that we use will not rust or be adversely affected by being exposed to the elements, giving you peace of mind that once the work has completed, your bird problem will be over and the investment you have made in your solar panels is protected. All of our bird proofing work comes with a 10 year guarantee. We use rolls of 19 gauge mesh which is attached to the panels with nylon solar clips, designed to attach the mesh without having to drill into the panels at all. Cable ties are used to secure the corners where needed.

As a family run business we strive to provide the best customer experience possible from providing you with a fast, fixed price quote through to completion of the works, with no hidden extras and clear communication from start to finish.

Your Quote includes;

- Exclusion of birds and accessible nesting materials from under solar panels
- Clear up of all accessible debris from under and surrounding panels
- Measure and fit galvanised mesh to outside edges of solar panels
- 10 year guarantee on installation of mesh
- Before and after photographs on completion of works
-

Price: £1195 +VAT

Excluded; Gutter clearance

We would be able to work from ladders and roof ladders, which negates the need for scaffolding.

Please do let me know if you would like any further information or if you would like me to make arrangements to get the work booked in for you.

I look forward to hearing from you.

Kind regards

Lindsay

ProClean

Call us free on [0800 193 5255](tel:08001935255)

www.procleanpeople.co.uk





BRITISH BIRD CONTROL
THE BIRD CONTROL AND PROOFING SPECIALISTS



info@britishbirdcontrol.co.uk | Call Us Now : 0800 327 7293

We are dealing with a civic centre building which is chalet style coming down from the ridge to single storey gutter level, with slate tiles (so a dry day is needed) and two large banks of panels on one roof aspect. On the lower row we have 16 panels offset in a 13-3 and then above six velux windows, another 37 panels in a 13-13-11. The panels need a good clean and there is also some undergrowth to remove from between the panels - we would also remove where there is growth as a result of fouling build-up above the velux windows.

A trained roof access team can carry out the works without the need for full scaffolding, which would double the costs and be very disruptive. The technicians carry out their own risk assessment electronically in addition to our RAMS prior to attending and bring with them all the equipment they deem necessary to carry out the works safely.

It's a three-step process:

1) Shoo away any adult pigeons and move as much redundant nesting material as is possible from under the panels. The team will do its best to remove nesting material but they can't remove the panels from the bars so can only remove what's safe for them to remove, and they are under strict instruction not to risk damaging the performance of the panels / connections to the inverter. If there are nests with cables going through them or if things are out of hands' reach they will leave these so there is no risk of disconnecting circuits that may well already be loose due to the activity of the birds. *To manage your expectations, there may well be materials left under the panels*

2) Treat underneath the panels where nesting has been going on with a biocide. We do this for two reasons:
i) To try and nip any problems with bird mites in the bud. Bird mites are nasty little biting insects that feed on chicks and can be left behind in nests after birds have left. They commonly get inside roof, wall and ceiling cavities, give you a nasty nip, multiply very quickly and are hard to get rid of
ii) To treat any pigeon fouling and mess left behind. This is quite nasty stuff high in bacteria and pathogens which presents a public health risk – see <https://britishbirdcontrol.co.uk/pigeon-guano-and-disease/>. The biocide breaks down the pathogens in the guano and helps break down over time any hard, dry guano that has become solidified in the heat under the panels, which will help rainwater wash it out over time. Pigeon fouling is also high in uric acid and stain and can be very corrosive over time

3) We then clean the leading edges of algae as best we can to freshen them up, and proof the outer edges of the panels with a very solid and robust weather-proof galvanised steel pigeon guard... this is attached to the outer edges through a combination horizontal and vertical tensioning. Horizontally through the use of very long-life UVA stable black carbon Polymide fittings and vertically by bending some of the solid prongs under the lips of some of the panels in places (see images). It's highly secure and for peace of mind we offer a TEN-YEAR GUARANTEE. There is no drilling – this would invalidate your warranty. Metal to metal fittings need to be avoided as they can corrode (it's called galvanic corrosion), leave sharp tags and are a nightmare to get off should access be required under the panels down the road for maintenance. Once complete the pigeons may try to get underneath for a few days until they realise the game is up.

You can see what the finished proofing will look like and find out more information on our specialist bird proofing website here: <http://britishbirdcontrol.co.uk/service/solar-panel-pigeon-proofing/>.

The work would be booked under our specialist bird proofing division British Bird Control. Operations will obviously get your booking in as soon as we can.

I've also included some images to give you a feel for the neat finish.

Note that we use welded solid galvanised steel mesh SHEETS cut to size to suit your installation, not flimsy mesh rolls. Mesh that comes in rolls and bends is, quite simply, not as robust or secure. Being honest I would avoid mesh in rolls and also anyone who drills to fix the proofing, as it will invalidate your warranty. The mesh we use is 12-10 gauge (around 2.5-2.9mm diameter) – very strong wire. Note that with mesh, the bigger the gauge number, the more flimsy it is. For 19-gauge, think chicken wire and that is not fit for purpose. We replace many such systems that have failed every week.

The cost for the work will be £1100 + VAT (£1320).

We have nine full time teams that specialise in solar panel pigeon proofing and do little else, and we do cover your area. We would need a 25% card deposit to book in. We are full BPCA members.

Providing you can provide an external tap, the work includes free-of-charge removal of mess and fouling from inside the gutters where we can get ladders to the gutters and where it's safe to do so, and also a rinse down (not a full clean) of the panel surfaces. This should shift any light build-up of fouling and dirt, but if you have a heavy build-up of fouling, algae and/or lichens on the panel surfaces a specialist chemical clean would be needed and this is not something we can offer as a pest control company. Note these are free services offered - if they are not wanted or needed or it's not possible to do these works, no discount applies. Also note that we do not clean roofs or roof tiles and that we take no responsibility for blocked downpipes which can become clogged up with a build-up of fouling and are not able to help with this as freeing it requires specialist equipment.

I should stress that the solid sheet mesh we use is far superior to roll mesh as the thickness (gauge) of the wire means that the prongs are solid when cut; and can if the technicians deem it necessary be cut to bespoke fit the ride of your roof tiles.

Also please feel free to check out the many positive reviews of our service on Trust Pilot - see <https://uk.trustpilot.com/review/britishbirdcontrol.co.uk> .

Gareth Purnell
Managing Director

British Bird Control
Full BPCA Members
T: 0800 327 7293

Website: www.britishbirdcontrol.co.uk



AGENDA ITEM	25
REPORT TO	Amenities & Civic Centre Committee
REPORT FROM	Bianca Buss, Amenities Officer
MEETING DATE	25 th July 2022
SUBJECT	Future Events

1. INTRODUCTION

The events working group have not met recently to discuss any events for the forthcoming year.

2. INFORMATION

The summer fayre was held on Saturday 2nd July and was a great success. Thank you to all the Councillor volunteers who supported this event.

Brighton Bouncy Castles have contacted the Town Council to cancel their 'bounce at the park' session in Chatsworth Park as they did not have enough time to advertise the event. The Admin Assistant is currently in contact with them to discuss bringing this forward for Easter 2023.

Going forward, we have Merchant Navy Day flag raising on Friday 2nd September and Macmillan Coffee morning scheduled for Thursday 29th September.

We have contacted the children's party entertainer Nick, who was MC at the summer fayre, to see if he has availability to host a Halloween Party. He has confirmed his availability on Sunday 30th October between 4-6pm and will charge £125. If we are to proceed, we will need definite Councillor volunteers to run the party.

3. RECOMMENDATION

I recommend the Committee consider booking a children's Halloween Party. There is a possibility that if we charge enough and sell enough tickets, the event could be self-funding.

4. ENVIRONMENTAL IMPACT

Minimal.

5. FINANCIAL IMPLICATIONS

We have a budget of £1,000 for 2022/23 and after payment for items for the summer fayre being first aid, the MC, fire extinguisher hire and portaloos hire and the replacement marquee parts, we will be over budget by £136.

However, we have received income from the summer fayre of £623, but we are also still due £50 from the bar and have just received £117 from the inflatable company.