

HAYWARDS HEATH TOWN COUNCIL

Minutes of the Environment and General Purposes Committee 10th February 2025.

Nick Chapman (Chair)
Alison Rees (Vice Chair)
Anne- Marie Cooke
Sandy Ellis
Stephanie Inglesfield
Deanna Nicholson **
Duncan Pascoe
Leila Wilson

Apologies** Absent*
Also present: Committee Clerk, Events and Community Officer, Project Officer

38. Apologies

Member	Reason
Cllr Nicholson	Illness

39. Public Participation

There were no members of the public present.

40. Minutes

The minutes of the Environment & General Purposes Committee dated 9th December 2024 were taken as read, confirmed as a true record and duly signed by the Chairman.

41. Substitutes

There were none.

42. Declarations of Interest

There were no declarations of pecuniary or other interests.

43. To receive a verbal update from the Events and Community Officer on the events for 2025 and the Leave No One Behind Campaign

Events and Community Officer Imogen Wilson thanked Project Officer Hermione Davidson for helping the 2024 Leave No One Behind campaign be so successful, reaching an even wider demographic than in previous years. She advised of positive feedback received, printouts of some of this was then circulated with Members. Cllr Inglesfield and Cllr Chapman both noted the positive experiences they had while delivering the LNOB boxes. The ECO said that 2024's boxes were so well-filled due to funding being received from the National Lottery and an additional £1000 being received from CSL Behring. She added that the Leave No One Behind campaign would be repeated in 2025.

The ECO confirmed that all relevant parks had been booked for 2025's programme of events and that Barn Cottage and Beech Hurst had been considered as alternatives for the Teddy Bear's Picnic which may be impacted by planned works in Victoria Park.

She confirmed that road closures had been applied for for the VE Day event and asked Members to be forthcoming in providing assistance with these in place of hiring a management company.

The ECO confirmed that main acts had been booked for Town Day.

The ECO then presented a copy of the Spring edition of the Council's newsletter and highlighted the different format, which utilised professional photos of the Town Hall and Town Day. She confirmed this would be distributed from 27th February.

She mentioned the new section of the Council's website which allows members of the public to upload their own events, adding that these were all reviewed in house before being posted on the website, and that the page clearly showed a disclaimer stating that the Council are not liable for any third-party events. She reminded Members to help spread the word about this.

Members **NOTED** the update.

44. To receive a report on the proposed 2025 Christmas Event.

The ECO confirmed that three church halls – the United Reform Church, St Wilfrid's Church and Haywards Heath Baptist Church – had been booked for the event and that this would allow for businesses on Sussex Road to be included.

Without comment;

Members **NOTED** the update.

45. To consider the actions and notes from the Allotment Holders meeting dated 23rd January 2025.

Without comment;

Members **NOTED** the minutes and actions from the Allotment Holders Meeting held on 25th January 2025.

46. To consider Environment matters and current policies.

The Project Officer presented the draft HHTC Environment Policy.

Cllr Ellis suggested that future newsletters could be in a digital format. The ECO advised that this could potentially be looked into but it would sit alongside paper newsletters to include people who may not be able to access it in a digital format. Cllr Ellis mentioned the possibility of Members being given individual tablets to manage agendas and minutes in a secure format. The ECO suggested sharing the agenda on the large screen in the Council Chamber during meetings as an alternative, Members were receptive to this idea. Cllr Ellis noted the aim of 'Increased planting of trees within the town' and suggested drawing up a plan of where trees could be planted. She added that it could be useful to publicise the town's water fill stations.

Cllr Inglesfield stated that, once agreed upon, she would like the Council to promote the Environmental Policy and invite members of the public to suggest their ideas to help the environment. She suggested lobbying relevant authorities to add recycling bins to local parks and green spaces.

Cllr Pascoe said that it would be good to use catering suppliers with low carbon footprints and who source local products, wherever possible.

Following discussion, Members wished to make the following amendments;

- Change wording to; 'to continue to improve the impact of Haywards Heath Town Council has on our environment';

And the following addition;

- To lobby other authorities and encourage residents to be more environmentally aware.

These amendments and additions were moved by Cllr Inglesfield and seconded by Cllr Wilson.

Members RESOLVED to ADOPT the Haywards Heath Town Council Environment Policy with the following amendments and additions;

- **Amend wording to 'to continue to improve the impact HHTC has on our environment'**
- **Add 'To lobby other authorities and encourage residents to be more environmentally aware'.**

47. To consider legal matters in relation to works to be undertaken by West Sussex County Council on Muster Green.

Without comment;

Members RESOLVED to DELEGATE to the Town Clerk the handling of the administration and execution of the legal arrangement(s) with West Sussex County Council regarding the works to be undertaken on Muster Green.

48. To receive a verbal update on South and South East in Bloom including World Earth Day.

Cllr S Ellis stated that the committee would only be entering the cemetery into this year's In Bloom contest due to the planned works at Muster Green, but they would be encouraging other people to take part. She said that the committee would be meeting with Lindfield committees on 17th February. For World Earth Day, she stated that the committee had contacted Warden Park and Oathall schools to ask them to produce artwork to celebrate the 55th anniversary. They had also contacted local care homes to ask them to discuss how food wastage was tackled during the war and rations time. They hoped that discussions around this would help tackle loneliness and bring up some recipes and experiences that could be used to educate people on limiting food waste.

Members **NOTED** the update.

49. Urgent Items

There was none.

Meeting closed at 7.43 pm