



**HAYWARDS HEATH
TOWN COUNCIL**

Town Hall 40 Boltro Road, Haywards Heath West
Sussex, RH16 1BA
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Email: town.clerk@haywardsheath.gov.uk

19th November 2024

To all Councillors,

Dear Councillor,

You are hereby summoned to attend a **MEETING OF HAYWARDS HEATH TOWN COUNCIL** to be held on **Monday 25th November 2024** at the Town Hall in the Council Chamber. 40 Boltro Road commencing at **7.00pm** when the following business will be transacted.

Yours sincerely
Steve Trice
Town Clerk

A G E N D A

1. A moment of reflection.
2. To note any apologies for absence.
3. Public Forum - *Members of the public are invited to ask questions or raise issues which are relevant and are the concern of this Council. A period of 15 minutes is allocated for this purpose. Notice of intention to address Council should be given to the Clerk by noon of the day of the meeting.*
4. To confirm the Minutes of the Full Council meeting held on 23rd September 2024. (pages 3-5)
5. To receive Declarations of Interest from Members in respect of any matter on the agenda.
6. To dispose of any business outstanding from the last meeting.
7. To note the Mayoral Engagements and any announcements. (pages 6-7)
8. To receive for noting the resolutions of the following Committees. (pages 8-10)
 - a) Planning Committee held on the 30th September 2024
MINS. 62-70
 - b) Planning Committee held on the 21st October 2024
MINS. 71-79
 - c) Planning Committee held on the 11th November 2024
MINS. 80-88

- d) Environment and General Purposes Committee held on the 1st October 2024

MINS. 13-25

- e) Policy and Finance Committee on the 18th November 2024

MINS. 23-47

9. To consider a request from St Wilfrid's Church for the funding of repairs to the Town Clock. (pages 11)
10. To consider Haywards Heath Town Council being accredited as a White Ribbon organisation. (Ending Men's Violence against Women and Girls). (pages 12 -15)
11. To receive the minutes of the 5th Haywards Heath Cubs meeting dated 3rd November (pages 16 - 18)
12. To celebrate the Town's success in South and South East in Bloom and Britain In Bloom 2024 with presentations to be made (no report).
13. To consider any urgent items the Mayor has received.

At the end of the meeting Members are invited to stay for refreshments in celebration of South and South East in Bloom and Britain in Bloom and the forthcoming festive season.

*'During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.*

Town Mayor Cllr Stephanie Inglesfield

Town Clerk Mr Steven Trice

**HAYWARDS HEATH TOWN COUNCIL
MEETING OF HAYWARDS HEATH TOWN COUNCIL**

Minutes of the meeting held on Monday 23rd September 2024

Councillors: Abdul Bashar
Nick Chapman
Anne-Marie Cooke
Rachel Cromie
Sandy Ellis
Stephanie Inglesfield
Barbara King
Anne-Marie Lucraft
Paul Lucraft
Allan Murray
Deanna Nicholson
Alison Rees
Duncan Pascoe
Anthony Platts **
Sinead Walsh
Leila Wilson

Apologies Absent*
Also present: Town Clerk**

32. Moment of Reflection

The Town Mayor lead Members in a moment of reflection before the meeting commenced.

33. Apologies

Members	Reason
Cllr A. Platts	Holiday

34. Public Forum

None

35. Minutes

The Minutes of the Council Meeting held on 15th July 2024, without comment, were taken as read, confirmed as true and duly signed by the Town Mayor.

36. Declarations of Interest.

None.

37. To Dispose of any Business Outstanding from the Last Meeting.

Members noted an update from the Town Clerk on minute 30 of the last Full Council meeting dated 15th July 2023 regarding the future of Clair Hall. It was noted that the letter to Mid Sussex District Council, as instructed by the Town Council, had been sent to and subsequently the Town Clerk had met with the Kathryn Hall CEO to discuss the matter and give her an understanding of where the Town Council was coming from. The CEO thanked the Town Council for its interest and explained that the procurement process for a new building would be undertaken in the Autumn and that the Town Council would be

kept up to date with developments. Further to this, the Town Clerk, Leader and Deputy Mayor had a meeting with the Save Clair Hall Group to update them as they showed interest in the Town Council's letter. It was agreed that an ongoing dialogue would continue.

38. Mayor's Engagements and Announcements.

The Town Mayor opened her address to the Council by announcing that Councillor Ellis had been nominated for a Community Champion Award by Britain Bloom, which would, if selected, be formally announced and awarded at the Britain In Bloom Awards to be held in Manchester. The Town Mayor congratulated Cllr Ellis along with the whole Town Council and asked her to share some exciting news she had. Cllr Ellis stated she was honoured to be nominated and if successful with her nomination said she would take the award on behalf of the Council and Ground Staff, Environment and General Purposes Committee, Officers and the In Bloom Committee as it was a team effort. Cllr Ellis went on to announce that the Town had surpassed the previous year's result in South East in Bloom by receiving Gold for the Town, Muster Green and the Cemetery at Western Road which was an amazing achievement for the Town. The Town Clerk added that the Town actually won the Best Large Town category out right. The Town Clerk made special comment of Brenda Gulliver for her administration of the entry and her work to put together the portfolios for each award. Cllr Pascoe echoed the thanks of the Council to Cllr Ellis and felt it was important that the awards were displayed where residents can see them. The Town Mayor then announced a clean bill of health from the annual External Auditor report and thanked Andrew Sturgeon and Brenda Gulliver for keeping the Town Council's finances in good order.

Members were reminded of the Town Council's Christmas Event to be held 23rd November 2024 on South Road and asked that Councillors could make to time to attend and help.

It was noted that the Town Council would be again celebrating Silver Sunday by delivering goody bags to the Town's care homes and some delivery assistance would be greatly appreciated.

It was noted that the Council had, under Imogen Wilson's leadership, been awarded a Big Lottery Grant of £3,442 for the Leave No One Behind Campaign, which would broaden the scope of recipients and be added to the commitment of funding made by the Town Council. It was noted that due to popularity, the Mayor's Quiz Night on 20th November 2024 night was sold out.

The Deputy Mayor Cllr Pascoe then thanked the Town Hall staff for supporting him at the new Dame Vera Lynn Trust offices in Chailey by helping with painting during a volunteering day. Thanks were given to the Town Clerk, Karen Wallis, Tracy Cruickshank, Imogen Wilson and Maria Horne who attended with Cllr Pascoe.

The Town Mayor then turned to her list of engagements as presented in the agenda and made special mention of her visit to the Haywards Heath Horticultural Society's edible garden, meeting the Chelsea Pensioners at Haywards Heath Bowls Club and visits to Pauline Quirck Academy, South East Ambulance Trust AGM and Sussex Dementia Forum AGM. Finally, huge congratulations were made to Imogen Wilson the Events and Community Officer for another successful Town Day.

39. To receive resolutions of the following Committees:

- (i) Planning Committee - **MINS. 32 - 61**
The resolutions of the Planning Committee held on the 29th July 2024 - **Minutes 32 - 41**, Planning Committee held on the 19th August 2024 - **Minutes 42 - 51**, and Planning Committee held on the 9th September - **Minutes 52 - 61** were noted without discussion by the Council.

- (ii) Environment & General Purposes Committee – no meeting held.
- (iii) Policy & Finance Committee **MINS. 20 - 31**
The resolutions of the Policy and Finance Committee meeting held 17th September 2024 - Minutes 20 – 31 were noted with amendment of the amount of the grant award to Cuckfield Evening Flower Club to read £100.

40. Police and Crime Commissioners Survey.

Members were referred to questions 1 and 3 in the survey for comment at the meeting and/or by email by the 31st October 2024. It was noted that representatives from the Town Council would be joining representatives from Burgess Hill Town Council and East Grinstead for a meeting with Chief Constable of Sussex Police on the 31st October 2024. It was noted that the survey was limited to the issue that Sussex Police felt were pertinent and did not offer the opportunity to present local issues. Nevertheless, it was felt that business crime was important as the Town Council sat on the Safer Business Partnership via the Town Clerk and helped administered the Disc Retail Platform and has the Community Warden on the ground in the Town Centre.

Members **RESOLVED** to **note the survey and feed any issues into the Town Clerk to enable a representation.**

41. Revised Financial Regulations.

Members noted the new Revised Financial Regulations as presented and adopted them without comment apart from a request to amend the word Chairman to 'Chair' throughout the document.

Members **RESOLVED** to **adopt the Town Council's revised Financial Regulations as presented.**

42. To consider any urgent items, the Mayor has received.

None.

Meeting Closed at 7.31pm

Mayor's Engagements
14 September 2024 – 19 November 2024

- **Saturday 14th September**, the Mayor officially opened Haywards Heath Town Day in Victoria Park.
- **Sunday 15th September**, the Mayor attended the Battle of Britain Parade, where she read The Redirection and laid a wreath at the War Memorial on Muster Green.
- **Saturday 21st September**, the Mayor hosted a stall at The Orchards Shopping Centre with the Alzheimer's Society to raise awareness of help available locally on World Alzheimer's Day.
- **Thursday 26th September**, the Mayor opened a new business and showroom in Haywards Heath for Best Options Furniture.
- **3rd and 4th October**, the Mayor, assisted by Cllr Alison Rees, delivered treat parcels from the Town Council to local Care Homes for their Silver Sunday celebrations.
- **Friday 4th October**, the Mayor & Town Clerk hosted the annual group of local cubs from the 5th Haywards Heath (St Paul's) Scouts at the Town Hall to learn about the role of the Mayor and the Town Council.
- **Saturday 5th October**, the Deputy Mayor attended the 20th Anniversary Party of MSOPC.
- **Wednesday 9th October**, the Deputy Mayor gave an interview on Mid Downs Radio to talk about the Mayor's Charity, the Alzheimer's Society.
- *20th October to 5th November, the Mayor was on annual leave.*
- **11th October**, the Mayor attended the High Sheriff of West Sussex's Annual Judges' Service and reception at Chichester Cathedral.
- **Sunday 13th October**, the Mayor attended the Haywards Heath Mental Awareness Day at the Town Hall as part of World Mental Health Awareness.
- **Tuesday 22nd October**, the Deputy Mayor and Town Clerk attended a HHBA Networking event at Rok Skool.
- **Thursday 31st October**, the Deputy Mayor attended a joint community family Halloween Party at Hanbury Stadium for The Bentswood Hub and Haywards Heath Town Football Club.
- **Sunday 3rd November**, the Deputy Mayor attended the Haywards Heath In Bloom Best Kept Garden Tea Party to help awards prizes.
- **Monday 5th November**, the Deputy Mayor visited the Lindfield Bonfire Society's procession in Lindfield High Street to find out more about how they used the HHTC grant that helps projects which are being supported and which benefit Haywards Heath.
- **Monday 5th November**, the Deputy Mayor additionally visited the open day for the Cove Reformer Pilates Studio in Lindfield, a new business in Lindfield, where they handed out free hot chocolate drinks to people visiting the Lindfield Bonfire Society parade.
- **Thursday 8th November**, the Mayor attended the launch of the Mid Sussex STEM Challenge for 2024-2025 at MSDC.
- **Saturday 9th November**, the Deputy Mayor attended the Mid Sussex Remembrance Concert by Ardingly Choral Society at St Wilfrid's Church.

- **Sunday 10th November**, the Mayor attended the Haywards Heath Remembrance Sunday Service at Muster Green War Memorial.
- **Monday 11th November**, the Mayor attended and gave a reading at the School's Remembrance Service at St Wilfrid's Church.
- **Monday 11th November**, the Deputy Mayor laid the HHTC Wreath to mark Armistice Day at the War Memorial on Muster Green.

Ends

Committee Meeting: Full Council

Report of: Committee Clerk

Date: 25th November 2024

Subject: Minutes of Committee Meetings

Purpose of Report:

1. The purpose of this report is for Members to receive and adopt the resolutions of the Council's standing committees.

Summary:

2. The Town Council is asked to note the decisions (resolutions) of the Council's standing committees as allowed under delegation from Full Council in line with Standing Orders. These resolutions relate to the Planning Committee held on the 30th September 2024 - **Minutes 62-70**, Planning Committee held on the 21st October - **Minutes 71-79**, and Planning Committee held on the 11th November 2024 - **Minutes 80-88**. Environment and General Purposes Committee held on the 1st October 2024 - **Minutes 13-25**. Policy and Finance Committee meeting held 18th November - **Minutes 32-47**.

Members are recommended to;

(a) Note the resolutions of the Council's Standing Committees as laid out under points 3, 4, 5, 6 and 7 of this report.

3. Planning Committee - 30th September 2024 - **Minutes 62-70 resolutions;**
Nothing to report other than the planning application comments.
4. Planning Committee - 21st October 2024 - **Minutes 71-79 resolutions;**
Nothing to report other than the planning application comments.
5. Planning Committee - 11th November 2024 - **Minutes 80-88 resolutions;**
Nothing to report other than the planning application comments.
6. Environment and General Purposes Committee – 1st October 2024 – **Minutes 13-25 resolutions;**

MIN 19. - Members **RESOLVED** to adopt a Newsletter Policy for communication with Schools/Colleges in the Town.

MIN 20. - Members **RESOLVED** that the Town Council would directly manage the 2026 Holocaust Memorial Service and then onwards annually.

MIN 21. - Members **RESOLVED** an amended motion that a project be undertaken to look at environmental improvements around Haywards Heath Railway Station and Commercial Square.

MIN 22. - Member **RESOLVED** that a town wide audit should be conducted in regards to litter bins and their locations in line with Mid Sussex District Council's Pavement Licensing Policy 'consultation.

MIN 23. - Members **RESOLVED** to refuse West Sussex County Council permission to place Electric Vehicle Charge Points on Muster Green on the grounds of the detriment to appearance of the Green and that there were more suitable locations around the Town.

MIN 24. - Members **RESOLVED** to recommend the Policy and Finance Committee that a Community Event Funding programme be introduced that would be managed by the Environment and General Purposes Committee.

7. Policy and Finance Committee - 18th November 2024 – **Minutes 32-47**;

MIN 37. - Members **RESOLVED** to approve the lists of payments and receipts, and Income and expenditure for the period to 31st August 2024.

MIN 38. – Members **RESOLVED** to approve the bank balances and the reconciliation statement as at 31st August 2024

MIN 39. – Members **RESOLVED** to award;

1. A grant of £1000 to Waves Music Therapy – DELEGATED to the Town Clerk to approve after further information is sought.
2. A grant of £800 to Mid Sussex Active
3. A grant of £500 to Home-Start Crawley, Horsham and Mid Sussex
4. A grant of £500 to Ensemble Reza
5. A grant of £500 to Haywards Heath Foodbank
6. A grant of £500 to Haywards Heath Town Team

- Members, in considering the grant applications before them and being mindful of two further meetings of the Committee in the current Council year **RESOLVED** to increase the grants budget to £17,000 by moving £7,000 from the unrestricted reserves to the 2024/25 grant's budget.

MIN 40. – Members **RESOLVED** to authorise the Town Clerk to write to Mid Sussex District Council to formally request that a Governance Review be undertaken for Haywards Heath that would be completed for the Town/District Elections in May 2027.

MIN 41. – Members **RESOLVED** to recommend to;

- A) Increase the hire costs for the Town Hall by 3% for community hirers and 3% for commercial hirers for the financial year 2025/26
- B) Increase the annual percentage rise to Cemetery fees by 3% for the financial year 2025/26
- C) Increase the annual percentage increase in allotment rental fees by 3% for the financial year 2025/26
- D) To keep wedding fees at £425 for the financial year 2025/26

MIN 43 – Members **RESOLVED** to ask the Town Clerk to return the Investment Policy to the Committee in January with the amendments that were agreed as per the body of the minute.

MIN 44. – Members **RESOLVED** to introduce a grant fund for the third-party Community Events administered and overseen by the Committee within the 2025/26 budget to a maximum of £5,000.

MIN 46. – Members **RESOLVED** to support the introduction of remote meeting with reservations on proxy voting and the understanding it will be for the Town Council to adopt its own policies and procedures if the legislation around remote meetings is introduced.

Town Clerk

Committee Meeting: Full Council

Report of: Town Clerk
Date: 25th November 2024
Subject: Repairs to the Town Clock

Purpose of Report:

1. The purpose of this report is for Members to consider an emergency request for funding.

Summary:

2. The following report requests consideration of the funding of repairs to the Town Clock located in St Wilfrid's Church Spire.

Recommendation(s):

- a) **That Members resolve to expend £2,615 of the Council's Community Fund on the repair of the Town Clock located in St Wilfrid's Church.**

Background:

3. The Town Clock is a shared responsibility of the Town Council and St Wilfrid's Church historically. In this instance the motor on the clock has broken.
4. As St Wilfrid's pay the ongoing maintenance costs with a small contribution from the Town Council annually at £200 it is suggested that Town Council pay whole bill. This is also on the grounds that the Church supports the Town Council with Civic events and contributes the majority of the ongoing maintenance costs from its funds.

Financial Implications

5. The Community Fund budget currently has £11,250 available to be spent on projects/initiatives in the Town. The proposed expenditure of £2,615 (ex VAT) would leave £8,635 available for the 2024/2025 financial year. This fund is held by the Environment and General Proposes Committee. The Chair of the Committee has been consulted with and is happy with the course of action being undertaken.

Legal Implications

6. Further to the section 137 legislation, the Town Council can make a grant under the General Power of Competence, which the Town Council meets the criteria of as exercised and resolved at the Annual Meeting of the Town Council dated 15th May 2023 under minute 20.

Town Clerk

Committee Meeting: Full Council

Report of: Town Clerk
Date: 25th November 2024
Subject: White Ribbon

Purpose of Report:

1. The purpose of this report is for Members to consider signing up to a national initiative.

Summary:

2. White Ribbon UK works to prevent men's violence against women and girls, it aims to stop violence before it starts. White Ribbon does this in many ways with its focus on enabling men and boys to be changemakers. The need for this work is seen in the lived experiences of women and girls across the UK. Members are asked to consider accrediting the Town Council as a White Ribbon Organisation.

Recommendation(s):

- a) **The Town Council obtains White Ribbon Accreditation and that a working group be set up comprising of two Councillors and two Officers.**
- b) **Delegate the submission of an action plan to the Town Clerk in liaison with the working group.**

Background:

3. **This matter is of great significance as the 25th November 2024, the day of Full Council, is National White Ribbon Day.**
4. White Ribbon Accreditation is a commitment made by workplaces to work towards transformational culture change in their staff (and Councillor in this case) culture, systems and communities. Accreditation would show that the Town Council is committed to:
 - Having a positive and safe organisational culture.
 - Having staff and Councillors who are knowledgeable and skilful in recognising and addressing violence. against women, including abusive and sexist behaviour.
 - Making change visible inside and outside of our organisation by communicating to our workforce and community that we are committed to positive change and inclusive workplaces where everyone feels that they belong.
 - Taking a holistic and positive approach to bringing about gender equality and ending men's violence against women.
 - Demonstrating our ongoing and sustained commitment to preventing men's violence against women by making changes in the way priorities are determined across our organisation through our communications, HR policies, employee development, training, and overall organisational culture.

- Upskilling staff to become a community of changemakers with the understanding and strategies to make a difference.

5. **General statistics and information.**

- 70% of women in the UK say they have experienced sexual harassment in public. (APPG for UN Women, 2021)
- 3 in 5 women have experienced sexual harassment, bullying or verbal abuse in the workplace. (Trade Unions Congress, 2023)
- 15% of women in England, and 17% of women in Wales have experienced online violence. (Professor Olga Jurasz, The Open University, 2024)
- Nearly a quarter (24%) of girls in mixed sex schools said they had experiences of unwanted sexual touching in school. (EVAW, 2023)
- 1.4 million women experienced domestic abuse in the year ending March 2023. (ONS, 2023) • 63% of men agree that men in society aren't doing enough to ensure the safety of women and girls. (YouGov, 2021)

6. For information the National Association of Town Councils (NALC) and the Society of Local Council Clerks (SLCC) are both White Ribbon accredited organisations. Furthermore, under the leadership of Congleton Town Council many other Town Councils are already accredited including Shrewsbury, Oswestry, Crewe and Chippenham to name but a few.

7. Furthermore, the Town Clerk was on the NALC working group who obtained accreditation and led on the SLCC accreditation with fellow national board members and officers. An approved action plan template has been developed, which the Town Council can adapt and submit. This action plan is based on communication and starting conversations and would be slipped into our social media and place within the new website.

8. **Councillors and officer's role would be simply to undertake the training which is watching two short videos and the receive their White Ribbon once the Council is accredited. For access to the training to become a White Ribbon Champion (females) or Ambassador (males) please follow this link. <https://www.whiteribbon.org.uk/ambassadors-champions>**

Financial Implications

9. Registration is £330.

Legal Requirements

10. Town Council can adopt the initiative under the General Power of Competence, which the Town Council meets the criteria of as exercised and resolved at the Annual Meeting of the Town Council dated 15th May 2023 under minute 20.

Town Clerk

White Ribbon Accreditation Information

Preparing for your application

IMPORTANT - It is recommended that you read this summary page before you begin your accreditation application.

You will need to refer to the following 2 supporting documents that have been sent to you as a reference when completing your Accreditation Application:

- 1.) The Steering Group Fact Sheet
- 2.) An Action Plan Template

There are 6 important actions that need to be in place and evidenced in preparation of completing your Accreditation Application:

- 1.) Appoint a **Lead Contact**.
- 2.) Ensure that a strategic decision has been made to become White Ribbon Accredited, for example from the board/director level, the governance body or senior management.
- 3.) Appoint a senior leader to act as the **Strategic Lead**.
- 4.) Gain your organisation's agreement to develop and implement a three-year **Action Plan**. (The sector specific template **Action Plan** is included in the Application Pack).
- 5.) Establish a **White Ribbon Steering Group** that will oversee the **Action Plan**, with details of the core members.
- 6.) Ensure that your Lead Contact, Strategic Lead, and all members of the White Ribbon Steering Group register as White Ribbon Ambassadors-Champions.

About the Lead Contact

White Ribbon Lead Contacts act as the project manager for White Ribbon Accreditation. This requires keeping an overview of the Accreditation journey and progress of the Action Plan. They bring together the White Ribbon Steering Group and liaise with White Ribbon UK. White Ribbon organisations are so diverse the Lead Contacts come from really different backgrounds. They may be from an HR department, a Chief Executive's office and in organisations that provide services the lead contact may be located there. In small organisations this person may also be the Strategic Lead.

About the Strategic Lead

White Ribbon Strategic Leaders are person(s) who are senior in your organisation and have significant responsibility for decision making. White Ribbon Strategic Leaders include Chief Executives, Directors, Chairs of Boards, Headteachers, Council Leaders and Portfolio Holders. Because of White Ribbon's focus please encourage men to take on this role.

About the Steering Group and the Action Plan

A White Ribbon Steering Group is responsible for guiding the development, implementation, and management of a three-year action plan for an Accreditation programme. The group will ensure that the programme meets its objectives, adheres to best practices, and achieves desired outcomes. There is a Fact Sheet contained in the Accreditation Application pack that provides an overview of the essential steps and considerations for establishing your Steering Group.

About Ambassadors and Champions

Central to the success of White Ribbon Accreditation will be your Ambassadors and Champions. Ambassadors are men who have committed to the White Ribbon Ambassador Code of Conduct, have made the White Ribbon Promise, and who actively engage with other men within their organisations and communities. They raise awareness by wearing a White

Ribbon, organising events and look to positively influence their friends to change the cultures that leads to violence against women and girls.

White Ribbon Champions are women and people who do not identify as men. Champions play an essential role by encouraging men to participate and supporting the mission through presentations, conversations, and social media. They inspire others to join the movement and help create a supportive environment for positive change. Champions represent an important voice in White Ribbon which we hold ourselves accountable to.

Please note that the registration for Ambassador and Champions is self-selecting, enabling individuals to choose the role that feels appropriate for them.

Registration is via the White Ribbon UK website: [**ambassadors-champions**](#)

Committee Meeting: Full Council

Report of: Town Clerk

Date: 25th November 2024

Subject: 5th Haywards Heath Cub Group Visit to Haywards Heath Town Hall

Purpose of Report:

1. The purpose of this report is for Members to consider a meeting of a third-party organisation.

Summary:

2. The Town Mayor and Town Clerk Hosted the 5th Haywards Heath Cub Group at a mock Full Council meeting on the 3rd November 2024. In addition to a presentation on the role of the Town Mayor and Town Clerk consideration was given to the future facilities at Clair Hall and environmental issues in the town. The minutes of the meeting are presented for noting.

Recommendation(s):

To note the minutes of the meeting of the 5th Haywards Heath Cub Group with the Town May on the 3 November 2024.

Background:

3. The notes of the meeting were promised to be considered by the Town Manor and Town Clerk at the meeting with the 5th Haywards Heath Cub Group.
4. The minutes are attached in Appendix 1 for noting,

Financial Implications

5. None

Legal Implications

6. Town Council can consider this report under the General Power of Competence, which the Town Council meets the criteria of as exercised and resolved at the Annual Meeting of the Town Council dated 15th May 2023 under minute 20.

Town Clerk

HAYWARDS HEATH TOWN COUNCIL

Minutes of the meeting with the 5th Haywards Heath Cubs held on 3rd October 2024

Present:

Town Mayor Cllr Stephanie Inglesfield, Town Clerk Steven Trice.

Cubs: Monnery, Buckley, Izod, Lee, Willison, Downham, Evans, Bhurrut, Stephen, Chapman, Chalens, March, Smith and Moore. Cub Leader Micheal Maine and two other group helpers.

1. Welcome from the Town Mayor Cllr Inglesfield.

Cllr Inglesfield welcomed all to the meeting and explained the rules of debate and the order of proceedings for the meeting.

2. A moment of reflection.

All stood for the moment of reflection, which was led by Town Mayor.

3. To note any apologies for absence.

Apologies were noted from those Cubs unable to attend.

4. To receive a presentation from the Town Mayor on the role of a Town Mayor and their activities.

The Cubs received a presentation from the Town Mayor on her Civic role in the community and her activities representing the Town Council.

5. To receive a presentation by the Town Clerk on the role of the Town Council in the community.

The Cubs received a presentation from the Town Clerk on his role in the Town Council and that of the Town Council staff.

6. Environmental matters of concerns to the 5th Haywards Heath Cubs in relation to the Town of Haywards Heath.

The Town Mayor invited the Cubs to present their views and concerns in relation to environmental matters in Haywards Heath. The following issues were raised.

- The need for more food bins and composting sites.
- The need for more electric car charging points.
- BMX bike parking facilities.
- An increase in activities for homeless people.
- Free school meals for everyone.
- Increase in cycles lanes and a rent a bike scheme.
- Better footpaths and road networks.
- Introduction of more bird boxes and nesting opportunities.
- Increased planting of trees and flowers.
- More benches for people to sit on an enjoy the environment with litter bins provided nearby.
- More painted lines so people parked more considerately.

Generally, it was wished that the Town should be a place that people will like to live in and that visitors would enjoy. It was hoped a nice environment would help people with their problems and give them enjoyment.

The Cubs **RESOLVED** to inform Haywards Heath Town Council of their views on environmental matters in Haywards Heath as per the body of this minute. The resolution was moved by Cub Evans and seconded by Cub Monnery with all in favour.

7. Consultation regarding future facilities in a new Clair Hall Community Building.

The Town Mayor invited the cubs to outline the facilities and service that they wished to be included in the provision of a new Clair Hall. The following was suggested with the Town Mayor managing expectations by saying that the new building would only be able to accommodate so much.

- Cinema.
- A place that could hold parties and events.
- A picnic and food eating area.
- Indoor sports hall.
- Bumper car track.
- Crazy golf.
- Dance classes.
- Salon and nail bar.
- Swimming pool.
- All weather football pitch.
- Arcade.
- Gardens in line with a nice environment.
- Torto's Shop (specialised crisp shop and brand).

With this in mind;

The Cubs **RESOLVED** to inform Haywards Heath Town Council of their wishes for facilities and service to be included in a new Clair Hall as per the body of this minute. The resolution was moved by Cub Downham and seconded by Cub Burrutt with all in favour.

8. To consider any urgent items the Mayor has received.

None.

Meeting closed at 8.05pm