

HAYWARDS HEATH TOWN COUNCIL

Minutes of a meeting of the **Environment and General Purposes Committee** held on Monday 13th June 2016.

M. Jeffers (Chairman)
S. Ellis (Vice Chairman)
R. Clarke
J. Hayden
J. Knight
H. Muddin

Apologies ** Absent *

Also present: Mr M. Crump and Mr J. King (part of meeting)

Before the meeting commenced formally Mr Crump presented a report of the America Lane Allotment Plot Holders Committee as circulated with the agenda under item 10.

1. Apologies

None.

2. Minutes

The minutes of the meeting of the Environment and General Purposes Committee held on 21st March 2016 were taken as read, confirmed as a true record and duly signed.

3. Substitutes

None.

4. Declarations of Interest

Item 10, Cllr Ellis declared a personal interest as Chairman of the Haywards Heath in Bloom Committee.

5. Matters Arising

None

6. Community Liaison Function of the Council (CLO)

Members noted the update of the CLO with special mention being made of the success of the Mid Sussex Marathon, which included a surge in runners for event, including the Chairman of the Committee. It was also noted that there was a new Partnership Officer at Mid Sussex District Council who would work on the Mid Sussex Partnership (MSP) functions, anti-social behaviour work, the Joint Action Group working with the Police across Mid Sussex and the Think Family Project (which was due to change in structure after July). In addition, the emergence of the Ashenground Community Partnership was noted. Discussion turned to the possible introduction of a Community Warden. The Clerk explained that the CLO had attended a meeting in Forest Row about a similar scheme and the Clerk added that the Policy and Finance Committee would be considering a report at the next meeting. With this and no matters directly arising from the report;

Members **Noted** the report.

7. Muster Green Management Plan

The Town Clerk tabled the updated Muster Green Management Plan and apologised for its delay, which was due to problems with the electronic file. Because of the document's delay it was agreed that the Management Plan would be attached to the Full Council

agenda referenced to the corresponding minute of the meeting and its resolution. Members noted the updated action plan, which included responses to issues raised by the Green Flag judges and the re-numbering and layout changes to the Plan. The Clerk said there also needed to be some changes in the text, which would be completed in time for Full Council. With this;

Members **RESOLVED** to;

Approve the updated Muster Green Management Plan and that it be represented to Full Council for ratification.

8. South and South East in Bloom Committee

Members noted the update on the activities of the South and South in Bloom Committee. Furthermore, the Chairman of the Committee, Cllr Ellis, informed Members that the Town's judging was to be held on the 11th July 2016 alongside the Cemetery. Cllr Ellis stated that she was looking forward to the judging day and informed the Committee of some useful information that would be shared with the judges. Members were then informed that the Council's Groundstaff had responsibility for 56 flower beds in the town in which they plant 17,000 bulbs and 21,000 plants twice yearly. Looking to next year's project the Chairman of the South East in Bloom Committee asked the committee for support with a proposal for a new poppy flower bed on Muster Green, which she wished to investigate and seek funding for. Members were happy to support this request and along with the minutes of the in Bloom committee as circulated and verbal update,

Members **RESOLVED** to;

- a) **Note the update of the activities of the Haywards Heath in Bloom Committee.**
- b) **Authorise that the Chairman of the South and South East in Bloom Committee and the Clerk to investigate and seek funding for an addition to Muster Green flower beds.**

9. Allotments Holders Minutes – Meeting Dated 18th June 2016

Without comment;

Members **RESOLVED** to;

Note and adopt the minutes of the Allotment Holders Meeting dated 18th June 2016.

10. Review of Allotment Holders Policy (America Lane Plot Holders Committee ALP)

This matter was considered as the first piece of substantive business as agreed by the Chairman so to enable Mr Crump and Mr King to not have to wait while the Committee considered others matters on the agenda.

Members thanked Mr Crump for his presentation on the ALP's initial thoughts on the ongoing review of the Town Council's Allotment Policy. Members also thanked Mr King for his input during the presentation. Members noted all of the issues outlined in the report and thought they were all very sensible suggestions that needed to be considered and/or included in the new policy. The concerns of ALP with regard to allotment splitting, the need to keep a stock of varying sizes of holdings, plot creeping and the need for a full re-measure of all holdings were also acknowledged by Members. It was agreed that the report was an excellent starting point and the idea of a Community Plot was welcomed and Members and staff hoped to attend the America Lane Plot Holders BBQ. It was agreed that the review of the Allotment Policy and how it was being undertaken showed a transparent and

open way of working with the ALP and it was hoped that representatives from Oathall Avenue would join in the review over the next month so a policy document could be presented to the Committee for sign off in August.

Members **RESOLVED** to;

Authorise officers to continue the full review in partnership with the America Lane Plot Holders Committee and Oathall Avenue representatives.

11. Section 106 – Victoria Skate Park

It was recommended prior to the meeting that this item be withdrawn from the agenda and left for Ward Members to pursue. The Chairman was in agreement so the Committee moved on without debate.

12. Urgent Items

None.

Meeting Closed at 8.38pm