



HAYWARDS HEATH TOWN COUNCIL

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29th January 2019

To all Councillors on the Environment and General Purposes Committee and others for information.

Dear Councillor,

You are hereby requested to attend a meeting of the **Environment and General Purposes Committee** to be held on **Monday 4th February 2019** at **7.30pm** in the Council Chamber, 40 Boltro Road, when the following business will be transacted.

Yours sincerely,
Steven Trice
Town Clerk

Before the meeting commences a presentation will be made by Dr Margaret Pilkington relating to safe cycling in Haywards Heath.

AGENDA

1. To receive apologies for absence.
2. To confirm the minutes of the Environment and General Purposes Committee meeting held on Monday 3rd December 2018.
3. To note Substitutes.
4. To receive Declarations of Interest from Members in respect of any matter on the agenda.
5. Matters Arising.
6. Members are asked to make comment and respond to the presentation made by Dr Margaret Pilkington. (Presentation document included).
7. To receive a report on the activities of the Events and Community function of the Town Council.
8. To consider arrangements for Town Day 2019.
9. To consider the Town Council's involvement in a Town wide event in partnership with the Town Team in 2020.
10. To consider the illumination of Haywards War Memorial.
11. To receive a verbal report on the activities of the Haywards Heath in Bloom Committee.
12. To consider any items that the Chairman agrees to take as urgent business.

Committee Members: Environment & General Purposes Committee: Cllrs: M. Jeffers (Chairman), S. Ellis (Vice Chairman), C. Cheney, R. Clarke, E. Clayton, A. McPherson, H. Muddin, J. Knight.

HAYWARDS HEATH TOWN COUNCIL
ENVIRONMENT AND GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on 3rd December 2018

M Jeffers (*Chairman*)
S Ellis (*Vice Chairman*)
C Cheney
R Clarke
E. Clayton*
J Knight
A McPherson
H Muddin

* Absent ** Apologies

Also Present: Becky Stevens (Events and Community Officer) and
Andrew Sturgeon (Responsible Finance Officer (RFO)).

Before the meeting commenced the Chairman welcomed Becky Stevens the Council's new Events and Community Officer to her first meeting of the Committee.

41. Apologies

None.

42. Minutes

The Minutes of the meeting of the Environment and General Purposes Committee held on, Monday 22nd October 2018 were taken as read, confirmed as a true record and duly signed by the Chairman.

43. Substitutes

None

44. Members' Declarations of Interest

Cllr Ellis declared a personal interest in Item 11 in her role as the Chairman of Haywards Heath in Bloom Committee.

45. Matters Arising

None.

46. Community Events 2019/2020

Members considered the proposed 2019/2020 events programme and the associated proposed budget for the next Council year. It was noted that the proposal was quite understated, in comparison to previous years, but it was designed to give the new Events and Community Officer a chance to settle in and look at the events programme from a fresh perspective. Members felt that this was a sensible cause of action and noted that the 2019 working group would be there to support the officer. The Chair of the 2019 Working Group updated that plans were underway for Town Day 2019 with a theme for the day being developed and that sponsorship, grant funding and business support would underpin the event. Ideas for new events/initiatives, such as an ice rink at Christmas were discussed, which the Town Clerk said he and the Events and Community Officer, with this,

Members **RESOLVED** to,

- a) **agree the basis of the events budget for 2019/2020.**
- b) **delegate to the Events and Community Officer, in liaison with the 2019 Working Group, a review of Town Council's Events Programme 2019/2020 and its details with the Spring Festival and Town Day proposed to be central to the programme.**
- c) **delegate to the Events and Community Officer in liaison with the 2019 Working Group, Town Council's involvement in events in partnership with third parties.**

47. Budget 2019/2020

The RFO presented the 2019/2020 budget with the following comments and matters raised,

- Members were informed that £4,000 had been allocated to support Mid Sussex District Council with the scoping work for a Business Improvement District, which would be a simple budget allocation and payment transaction.
- It was noted that roundabout sponsorship was forecasted in the income section of the budget, to be circa £4,000, but it was hoped that the Town Clerk would be able to negotiate a higher figure.
- The Town Fund had a reserve that was being built up, which the Committee could allocate to projects that offered Town wide benefits.
- Severe Weather Budget – it was noted that due to no severe weather events in the last couple of years that the budget was being topped up modestly.
- Christmas Lighting – it was noted that the contract was to be re-procured in the next financial year and the Town Clerk would be looking at added value from the display, from the quotes, as the budget had already been set. The cost of the lights was questioned and it was asked if they were owned by the Town Council. The Town Clerk stated that the costs were for hire and installation and the Town Council did not own them. The Chairman stated that the costs were the costs but the lights were important to the Town in terms of supporting the Christmas activities in the Town Centre.
- It was asked if there had been an impact on income from new cemetery policy and fees. In response the RFO said a number of quadruple fees had been reduced to single fees, but in the norm people will pay the quadruple fee to have their loved ones buried in the Town.

At the end of discussions, the RFO was thanked for his working preparing the budget and then,

Members **RESOLVED** the,

Environment and General Purposes Committee Budget for 2019/2020 and to resolve that it be included in the Town Council's budget, presented to the Policy and Finance Committee on the 14th January 2019.

48. Mid Sussex Health and Wellbeing Task and Finish Group

Members welcomed the Town Council's involvement with the task and finish group and then,

Members **RESOLVED** that;

Town Council officers (Events and Community Officer primarily or the Town Clerk) formally sit on the Mid Sussex Health Task and Finish Group.

49. Muster Green Management Plan

The Town Clerk thanked Members who had taken the time to respond to the agenda summons and had pointed out a number of factual changes and typing errors. These had been rectified and without further comment.

Members **RESOLVED** to;

Adopt the Muster Green Management Plan for 2019.

50. Haywards Heath in Bloom Update

The Chairman, Cllr Ellis, opened by thanking all those volunteers who helped with the litter picks. Mention was then made of the Canvas project, which had been displayed at St Wilfrids Church thanks to the kindness of Reverend Ray Smith. The hard work of the groundstaff was acknowledged and praise was given to the Head Groundsman who is retiring in May. Cllr Ellis added that now that administrative support was in place it was envisaged that the In-Bloom Committee would re-enter South and South East in Bloom during the next Council year in the Large Town Category along with a separate entry for the Cemetery. The Town Clerk added that Muster Green would best be served being part of the main tour as the judging conflicts with that of the Green Flag.

Members **NOTED** the update.

51. Items Agreed as Urgent by the Chairman

None.

The meeting closed at 8.44pm

To Environment and General Purposes Committee
Haywards Heath Town Council
4 February 2019 Meeting

Safe Cycling in Haywards Heath

This is a plea from someone who has lived here for more than 30 years; who regularly uses her bike to get to Haywards Heath shops, Haywards Heath station and the church in the centre of Haywards Heath. I am not a sports cyclist and I am becoming increasingly frightened coping with more and more cars on our roads. And yet I believe that by cycling I am helping to mitigate the harmful effects of climate change and air pollution, and freeing up the road for those who are unable to cycle. Children at our schools are carefully taught how to cycle on our roads and I have seen them doing this beautifully and then being overtaken on a blind corner by a careless driver – no amount of care on their part is going to save them if there is a car coming fast in the opposite direction.

So I am hoping you can help make it safe for everyone who is able to cycle to do so. This requires making provision for cycling which is separate from cars.

1. Some roads could become one-way, making space for a separate cycle-way (For example there are 2 busy routes to the station: Sydney Road and Queens Road)
2. Some pavements could become dual pedestrian/cycleways
3. 20 mph speed limits could be introduced more widely
4. Traffic calming measures could be introduced such as islands in the road similar to those on the main route through Ditchling

These measures may make it less convenient for cars, but we are meant to be encouraging people to think about not using the car.

I put it to you that this is a win-win situation. A massive shift from using the car for short journeys to cycling and walking would:

- a) Reduce air pollution (particularly when mothers are walking young children to and from school – I find air pollution from cars particularly bad at these times)
- b) Give schoolchildren independence and free-up mothers
- c) Reduce obesity and associated health problems and so reduce costs to the NHS
- d) Benefit business too – for example see what happened in Seville <https://www.theguardian.com/cities/2015/jan/28/seville-cycling-capital-southern-europe-bike-lanes>
- e) Make Haywards Heath truly the 'Heart of Mid Sussex'!

I am a member of Mid Sussex Cycling Forum – I would like to ask formally for a member of this committee to join the Forum.

I would like to ask you to set up a working group to look at local cycling and walking infra-structure.

I would like to ask you to work towards extending the 20mph zones around schools to cover all residential roads along which children walk or cycle to school.

Margaret Pilkington 19 January 2019

Committee Meeting: Environment and General Purposes**Report of:** Event and Community Officer**Date:** 4th February 2019**Subject:** Events and Community Officer Report (Jan/Feb 2019)

Purpose of Report:

1. The purpose of this report is to update Councillors on the work of the Events and Community Officer (ECO).

Summary:

2. . The work of the ECO is varied and generally falls under the following work streams:

- Event co-ordination and planning
- Project development
- Liaison with voluntary and community groups
- Representing the Town Council at external meeting
- Administration of the Town Council's small grants programme

Recommendation(s):**Members are recommended to;**

- a) Note this report.
- b) Comment as appropriate.

Background:

3. An update on the aforementioned work streams (item 2) follows.

4. *Event co-ordination and planning*

4.1 Spring Festival – Stalls have been invited to the event. We have received 16 confirmed attendees and 8 so far interested. Now waiting for other booking forms to come back to confirm. Brad (Fairground Provider) has been informed of the day to provide his rides and food stalls. Ditchling Morris dancers will perform and Heather Fox (the organiser of Ditchling Morris) will be going into Northlands wood to arrange to teach the children some Maypole dancing which they will perform on the day. Mrs Mofit (singing teacher) has been approached for Harland's and Blackthorns school to come and sing. Either Popsteps will dance on the day or Blackthorns Dance Company (under Popsteps) Donkey rides is an idea being researched at the moment. Quote Received. The ECO will contact a band/ marching band. A competition is to be decided for the day to attract more people and to ensure the attendance of some children which means their parents as well.

4.2 Members to note the separate report regarding Town Day.

5. *Project development*

- 5.1 Dementia Work Programme - The ECO continues to provide support to the HHDA, although in order to progress on this work, more local volunteers are needed. The ECO has attended two meetings do far. The application was accepted and we are continuing to discuss the plan to officially become a Dementia Friendly Town. The ECO has made contact with Fiona Tuck from PFP to discuss how we can move forward in the leisure Dolphin centre. There is an added benefit to this as they will also roll these plans across the other sites in Burgess Hill and East Grinstead

The CLO continues to attend the Dolphins Practice support group. The ECO will meet the leading Dementia Nurse at the new drop in sessions held at the surgery. Plans to expand into other venues for these sessions will then be looked into to open up more opportunities for everyone to attend them.

The ECO will assist to make activities more accessible and will liaise with Sue Neatherway at Ashenground Community Centre regards cinema night and other activities. A mini bus service is being looked into for all to use and unite all the care homes and assisted living homes to share the service. This would give residents the opportunity to get out and about more often, in a safe way and socialise more.

The ECO suggested approaching Pioneer clubs as they have vehicles not used during the day. Looking into how we could work with them.

The ECO has met with the Chairman (Jacqui Smith) to discuss the newsletter and Monthly programme which will be monitored and updated by the ECO.

A new email has been set up on the website and the HHTC has now become a number for any calls to be directed to if not answered at their office for any reason. This will happen during the open hours of the HHTC only.

HHTC has been conformed as a place to come for any Dementia Awareness Events if space allows.

The ECO and HHDAA members continue to provide Dementia Friends sessions to local to local organisations.

- 5.2 Support to the voluntary and community sector – The ECO has Met Julia Beckett the community development co-ordinator for Mid Sussex Voluntary Action (MSVA) A meeting has been arranged for the ECO to go to meet Sue Edgson and the team at their office. The ECO will attend the next Better Young Lives meeting in February and meet Sally Blackmore the Better Young liver co-ordinator.

The ECO has a meeting set up to meet Hannah Jeremiah, the Koorana Centre assistant at the Koorana Centre.

The ECO has attended the BCP workshop to try to work out what different people/ agencies are bringing to the group and how we can move forward positively. The ECO has presented how the town council contributes, supports and how they work with the BCP. ECO suggested a few ideas at the workshop which have been taken onboard. ECO will follow these up.

7. Liaison with voluntary and community groups

- 7.1.1 The ECO has been to meet Sue Netherway for the Ashenground Community Centre and will attend the opening of the new Community café. The ECO will be liaising with Sue Neatherway and Jacqui Smith to introduce a partnership regards getting out and about to access activities in relation to the DDA. Sue is keen to get involved
- 7.2 The ECO has attended the BCP workshop to try to work out what different people/ agencies are bringing to the group. The ECO has presented how the town council contributes, supports and how they work with the BCP.
- 7.3 The ECO has attended a drop-in session for MSVA at the town hall to offer information about our event and hoe to become involved.

8. Representation of Town Council at external meetings

During the period covered by this Report, the ECO attended the following meetings to provide information, advice and support and to work better in partnership with local agencies:

- 8.1 Health and Wellbeing Network meeting – Board Meeting
- 8.2 Health and Wellbeing Network Meeting
- 8.3 Dementia Alliance meeting – Offering help with the leisure and activities section. Working towards becoming a Dementia Friendly Town.
- 8.4 BCP workshop

9. Administration of the Town Council's Small Grants

- 9.1 Two awards were made as follows, after the Policy and Finance Committee meeting on 14th January 2019. These are as follows:

Bentswood Youth Group Provide and replace resources	£500
reMEMber (the chronic fatigue Society) Hall hire – annual conference	£100

One application has been received for the next funding round.

- 10. Financial Implications:
None.

- 11. Policy Context:
None - Officer update.
Community and Events Officer

Committee Meeting: Environment and General Purposes

Report of: Events and Community Officer
Date: 4th February 2019
Subject: Haywards Heath Town Day 2019

Purpose of Report:

1. The purpose of this report is to update Councillors on this year's Town Day, which takes place in Victoria Park on Saturday 7th September 2019.

Summary:

2. The following report outlines the proposed arrangements for Town Day 2019, which is being led by the 2019 Working Group with the support of the Events and Community Officer. The outlines arrangements and general lay out for the day, which will vary this year, due to the IMPS Motorcycle display team attendance and the decision to section off the categories of stall holder so to generate make specific themed areas to visit. It is also proposal to extend the day by lengthening it into the evening. This report looks to ratify the plans being proposed and act as a starting point to ensure that this year's day runs smoothly and successfully based on an action plan for everyone involved in the event to monitor and manage under the lead of the Events and Community Officer.

Recommendation(s):

Members are recommended to;

Ratify the work of the 2019 Working Group and the proposals for Town Day 2019 as included in this report.

Background:

3. For a number of years, the format for Town Day has predominantly been exhibits by charitable stalls, along with a number of local businesses and sponsors. A number of charities rely on funds raised from events such as Town Day and village fairs/fetes, as these often form part of their fundraising strategy. Often the events help charities to engage with a wider population than their members, in an informal and fun way.
4. Last year, a number of craft stalls and businesses were invited to vary the offer. Businesses will be charged £15 a pitch to encourage them to exhibit and this worked well last year. A marquee (The Shopping Mall) is a potential new way to highlight some small gift/crafts businesses giving a unique shopping experience.

Plans for 2019

5. The theme for this year's Town Day is the IMPS Motorcycle display. The team have confirmed their attendance on the day. A site visit will be arranged. Details regarding space requirements have also been provided.

6. Many of the standard requirements for the day, such as booking the park, stage, arena barriers, toilets have been confirmed. Still waiting on First Aid to confirm.

Entertainment for the stage has also been confirmed, as well as the sponsorship form The Orchards Shopping Centre. The the Punch and Judy show has confirmed along with sponsorship again this year. Also confirmed are dog show and miniature railway.

- Fiona Tuck has confirmed on behalf of Places For People their attendance and will provide some activities to join in with.
 - Ultimate Warrior Training have confirmed they will attend to offer displays and activities.
 - Marco the Magician has confirmed he would like to attend again this year.
 - Victory V's have confirmed they will be joining us on the day.
 - Status Quo have confirmed that they would like to perform in the evening and are happy to have RoK Skool as a warm up if they are available.
 - A quote has been received for an ABBA Tribute Act which needs to be looked at.
 - Still to look at – Twirlers and martial arts display.
 - Ale-in-a-tent has confirmed attendance and will be donating 20% of their takings to Blood Bikes.
 - However, They have recently emailed to say that their biggest event may change their day of their event which would clash with ours. They have emailed to say they would let us know asap. This will be monitored.
 - Use of a Marquee has been confirmed by the Town Hall for the gifts/shopping Mall
 - Other activities are being looked into at the moment such as Archery, Total wipe out or other inflatables options such as bungee run (to speak to Brad first to see exactly what he can provide) and a Climbing wall.
 - Food stalls research in process along with Prosecco van, Gins and Grape and Grain.
 - Town Day planning meetings with the 2019 Working Group, chaired by Cllr Ellis are being held regularly.
7. Due to the changes made to the time of the event. The site plan will be looked at to arrange everything into sections. This then leaves the charitable stalls to leave easily. Sections suggested are food next to drink, stage, arena, fairground, charitable stalls, business stalls, Marquee shopping mall in the business section. Motor cycles and emergency vehicles displayed.
 8. A number of local businesses, who exhibit at Town Day, will be advised that their bookings will be confirmed once the site planning has been agreed. This could potentially impact future events.

9. The 2019 Working Group would like a range of different food stalls at Town Day. This may inadvertently impact on the Fairground owners, who have historically provided food and 50 market stalls, free of charge. However, as the Fairground owners have never been charged to attend previous events and have therefore profited considerably over the years, this may not be a major issue and the Fairground owners will be advised accordingly.
10. Plans for Town Day 2019 include a bar selling alcoholic beverages. Licensing and other Regulations relating to the sale of alcohol will need to be adhered to. Members to consider the impact of the sale of alcohol at a daytime family event and make recommendations.

Financial Implications:

11. None, budget has been set in the 2019/2020 budget as agreed by Full Council on the 28th January 2019.

Policy Context: None - Officer update.

Events and Community Officer

Haywards Heath Town Day Actions taken, researched ideas and confirmations

as of 30th January – next meeting of 4th Feb 7.30pm 2019

Item	Research, development and confirmations	Action completed
	<p>Green = Confirmed</p> <p>Purple = On process</p> <p>Red = Look at ASAP to confirm</p> <p>Black = To look at</p>	Becky Stevens
<p>1. Motorcycle, rock theme.</p>	<p>IMPS contract received and signed</p> <p>Time of event to be confirmed by all ASAP 12.00 7.00/7.30pm</p> <p>Layout to be confirmed once date has been arranged – look at site map</p> <p>Malcom Walter contacted (Classic bike company) He is interested to attend however has two other events on the day so will look to see how it could be done. He also provided suggestions of others to contact.</p> <p>To contact Bike organisations</p> <p>Ale in-a -tent – contacted. Want to attend -</p> <p>No cost and the donate 20%of their takings to Blood bikes – Get confirmation in writing</p> <p>Sponsorship – Nicola – stage</p> <p>Look at other sponsorship –</p> <p>Letter and price package – To be agreed, can then go out.</p> <p>Booking of Victoria Park received, signed and sent back (Follow up with confirmed details and site plan before the event)</p> <p>Booking of First Aid/BM Ambulance service</p> <p>Investigating options for a good Host/Compare</p> <p>Booking of toilets – Quote Received</p> <p>Film the event for marketing and promotion in the future for FB and website. Create short snip it films – Investigate.</p> <p>Booking of x3 SIA security – because of alcohol onsite.</p>	<p>Confirmed</p> <p>Confirmed</p> <p>In process</p> <p>In process</p> <p>To contact</p> <p>Confirmed/ now waiting!</p> <p>Confirmed</p> <p>In process</p> <p>Confirmed</p> <p>In process</p> <p>To research In progress</p> <p>To research</p> <p>To contact</p>
<p>2. IMPS Motorcycle Display team</p>	<p>IMPS contract received, signed and sent back</p> <p>To arrange a site visit form Roy (IMPS)</p> <p>Barriers Book – Quote Received, waiting proforma</p>	<p>Confirmed</p> <p>In process</p> <p>In process</p>

3. Fundraising at Town Day	HH Town council (HHTC) all in agreement to support Blood Bikes as the chosen Charity. Ale in-a-tent to donate 20% of their takings to Blood Bikes on the day.	Confirmed
4. Arena	<p>The arena will need to be kept free for the IMPS but could be used at other times.</p> <p>Booking of barriers</p> <p>Booking of emergency services for display</p> <p>Other ideas to research and contact</p> <p>Ultimate warrior training demo</p> <p>Mews – Dog show</p> <p>Twirlers</p> <p>Popsteps?</p> <p>PFP – Activities – To liaise with Fiona Tuck</p> <p>Obstacle course/ Colour run competition – contact schools to enter a team/ Run clubs and Harriers.</p> <p>Martial Arts display</p> <p>It's a knockout and activities – Sunshine events – Quote received – Check with Brad what he can exactly offer first.</p> <p>Contact Brad to see what he can offer</p> <p>999 display - Investigate</p>	<p>In progress To contact</p> <p>Confirmed</p> <p>Confirmed To contact</p> <p>Confirmed Confirmed</p> <p>To Research</p> <p>To contact</p> <p>In Progress</p> <p>In Progress</p> <p>To Contact</p>
5. Stage	<p>Booking of Stage and PA – Quote received</p> <p>Sponsorship of £700 for the stage from Nicola Bird again.</p> <p>Marco the Magician – Quote received</p> <p>Victory V's confirmed they are available. Waiting for us to confirm and their time slot – Quote received</p> <p>JK suggested we look at tribute acts (ABBA) BS to research – Quote received</p> <p>Status Quo act have confirmed. Waiting for budget from us and time slot (6.00) can 90 mins-2 hrs</p> <p>BS suggested Rok Skool as warm up to the bands BS contact Leon.</p>	<p>In process</p> <p>Confirmed</p> <p>Confirmed</p> <p>In Progress</p> <p>Confirmed</p> <p>Contacted</p>
6. Other attractions	<p>Marquee for small businesses research – contact 8 business for the Marquee Shopping Mall.</p> <p>Hall Use of Marquee from Town Confirmed by Steve Trice</p> <p>Punch and Judy - Jonathan Cann</p> <p>Sponsorship again this year by P&D Gallagher</p>	<p>Investigate</p> <p>Confirmed</p> <p>Confirmed</p>

	<p>Information and contacts received – Bs to contact Bike Smart – Peter Rarmios – Display? BS to look for Harley Davidson Displays And Ardingly Motorbike show – Display in the park? BS to research other attraction ideas. Archery Climbing wall Mini Railway</p>	<p>To contact To contact To contact To contact To Contact To Contact Confirmed</p>
7. Refreshments and Food stalls	<p>All were in favour to look at beer tent options. All in favour to have a seating outside beer tent and HHTC to provide tables chairs. All in favour to look at wine tasting and Gins Prosecco van – Receiving Quotes Some Prosecco vans offering wine and gins as well. Contact grape and Grain. Many suggestions to have street foods. BS to contact local people. Ideas – Fish Kebabs, Farmers Market, contact Turkish restaurant. BS to contact</p>	<p>Confirmed Confirmed To Contact In Process To contact To contact To contact</p>
7. Date of next Planning meeting	<p>Thursday 7th February at 11am at the Town Hall Room 2</p>	<p>Confirmed</p>

Committee Meeting: Environment and General Purposes Committee

Report of: Town Clerk
Date: 4th February 2019
Subject: Town Team – 2020 Event

Purpose of Report

- 1) The purpose of this report is for Members to consider a request from a third party.

Summary:

- 2) The Town Clerk has been approached and briefed by representatives of the Town Team regarding their plans for a Town wide event for Haywards Heath in 2020. Furthermore, it has been requested that Town Council become a partner in the organisation of the event and that any existing Town Council events, such as Town Day, are in built into the programme of events along with general support for the events programme from the Town Council.

Members are recommended to,

- a) **agree, in principle, to being a partner with the Town Team for their Town wide event in 2020, including the incorporation of Town Day into the event programme.**
- b) **when appropriate the Events and Community Officer to be involved in the organisation of the event under the guidance of the 2020 working group.**

Background

- 3) After the success of the 175th Anniversary of the Railway the Town Team is now embarking on its next event to be held in September 2020, which will be Town wide event during the week in September that coincides with the Town Council's Town Day.
- 4) The theme of the event, yet to be confirmed exactly, is based around time, history and the future and will entitled something along the lines of 'Back to the Future', 'Through the Ages' or 'Through Time'.
- 5) It is planned that the event will be hosted in venues across Haywards Heath such as Clair Hall, the Station Quarter, The Broadway, Muster Green (if agreeable to the Town Council of course), Victoria Park, and The Orchards. There will be considerable work undertaken with the Schools and a parade.
- 6) It is recommended that the Town Council takes a lead role in supporting the Town Team as it will show, with all the other local organisations, that the Town is working together. It will also enhance what we can achieve through our events programme and mainly Town Day.

- 7) It would be fair to say that the Town Council was not fully engaged with the 175th Year Anniversary of the Railway event directly, but incorporated the theme of the railway into its 2017th Town Day and provided the fireworks on the Saturday evening. The 175th Year Anniversary of the Railway event was well organised, well attended and a great success and showed with the leadership of the Town Team what could be achieved by individuals/groups and businesses in the Town.
- 8) It should be acknowledged when considering the request, that from 175th Year Anniversary experience, the non-involvement of the Town Council in the weekend directly was questioned by the more knowledgeable residents of the Town and there is a train of thought that we should be in it together for the benefit of the Town and not have differently badged events. The Town Clerk and Events and Community Officer will of course be well positioned, if the Town Council agree to be involved, to flag up any concerns during the planning of the event.

Financial Implications

- 9) None at the present time but there will need to be funding for the element of the event in the 2020 events report and budget setting in December.

Town Clerk