

HAYWARDS HEATH TOWN COUNCIL

Notes of the Working Group of the Environment and General Purposes Committee held on 24th August 2021, which was held virtually by Zoom.

Matt Jeffers (Chairman)
Sandy Ellis (Vice Chairman)
Clare Cheney
Rachel Cromie **
Stephanie Inglesfield
Jack Langley
Alastair McPherson
Sujan Wickremaratchi **

Apologies Absent***
Also present: Town Clerk, ECO, Cllrs Mundin and Nicholson

All decisions delegated the Town Clerk as per minute 19 of Full Council, 5th May 2021.

- 1. Apologies**
R. Cromie – ill health.
S. Wickremaratchi – holiday.
- 2. Minutes**
The minutes of the Environment & General Purposes Committee dated 21st April 2021 were agreed.
- 3. Substitutes**
H. Mundin for S. Wickremaratchi.
- 4. Declarations of Interest**
None.
- 5. Events and Community Officer Report (ECO)**
Members received the report of the ECO as presented invited to comment and ask questions firstly regarding Town Day;
 - It was noted that Town Day bookings were still ongoing with groups joining late or cancelling, which was causing the ECO logistical issues.
 - Eight sponsors had been secured including Haywards Heath Football Club.
 - Alongside this was income from stall holders, which meant £4,830 income had been generated towards the event.
 - A full plan for the day would be forthcoming along with Councillor rotas.
 - It was asked about car parking and it was noted that the MSDC car park was being offered.
 - COVID-19 awards had been judged and the four winners had been chosen.
 - It was asked if the Clair Hall consultants had been in contact reference attending Town Day. It was reported no one had been in contact. The Town Clerk stated he would organise a formal invite to E.C.F.
 - It was noted that the Lindfield Village Day clash was still a concern and the ECO stated that it was a problem, but not as bad as feared. The committee expressed its disappointment in the decision to hold the event on the same day as Town Day.

Other matters

- Fireworks were booked for the 27th November 2021.
- The Haywards Heath Dementia Forum was looking for a new chairperson as Jacqui Smith was standing down.

Reference Children's Mental Health Project.

- It was noted that the ECO was leading on a pilot programme regarding children's mental health through Mid Sussex Wellbeing including the securing of £11,000. The programme focused on a toolkit to support parents via parent mail or sent directly to help them and act as an early intervention. It would be updated regularly and would be sent to all parents to avoid embarrassment and the causing of stigma. Once the information was obtained those who needed further help would be engaged with. It was noted that this programme was the ECO's idea/work and should be promoted as such so not to lose the focus of her work and the role that she plays via the Town Council.
- The Chairman commended the ECO's passion and the work she had done. At the conclusion of debate on the pilot programme it was agreed to formally commend and note the project. To balance this, the Town Clerk stated that the Town Council needed to be conscious of the ECO's workload, manage it through her work plan whilst making sure the appropriate bodies get involved at the delivery point via Mid Sussex Wellbeing

At the end of the item the Town Clerk commended the work of the ECO with all Councillors in unanimous agreement with sentiments conveyed. With this.

Members **RESOLVED** to,

Adopt the Children's Mental Health Programme with the committee's full support.

6. **Winter Management Plan**

The Town Clerk presented the annual review of the Town Council's Winter Management plan for good practice and submission to West Sussex along with its requirement for a salt top up. It was noted that nothing had changed in the document from the year before as there had not been an adverse winter weather event for a number of years. Furthermore, Members were informed that there had been a salt bin audit undertaken as some had been used during icy periods last year, that there was still mass salt storage at Jobs Deport in Burgess Hill, also at Serco in Haywards Heath and a small top up storage, circa 5 tons, held in the Town Hall car park. With no comment.

Members **RESOLVED** to, as delegated to the Town Clerk,

Adopt the Haywards Heath Winter Weather Management Plan for the 2021/2022 winter months.

7. **Town Initiative Funding – Haywards Heath Business Association (HHBA)**

Members considered a request from the HHBA for funding to help them update their website. The request was for fifty percent of their project costs at £1,500. Members felt that the HHBA's support for local businesses who in turn provide services to all residents of the Town was excellent and such an organisation was crucial to the Town especially in the present climate. It was asked why the Policy and Finance Committee was not considering the matter and why it was not a grant capped at £750? It was explained that it was a strange application and sat outside of the Town Council's grants programme. It was noted that the Town Council used to hold an Economic

Development budget, which was scrapped and at that time it was agreed that a Town Initiative Fund be set up to bring forward projects that benefit the wider community to complement the Grants Budget that is awarded to specific community groups/organisations to meet their sole needs, where HHBA has over 150 members serving the Town. The Town Clerk also stated that the Town Initiative Fund was not being used enough, and was flexible in design, so the Council could support payment under its Power of Competence. Also, both the Policy and Finance and Environment and General Purposes chairmen were consulted before the application was brought forward. It was therefore agreed to make the payment and asked that, before the Town Clerk released the monies, that the HHBA be asked to demonstrate the usage (analytical data) of their website to ensure the award of monies was benefitting a wide number of businesses thus ensuring that value for money was being realised. They agreed to this course of action and would report the outcome to Full Council.

Members **RESOLVED** to award,
**£1,500 of Town Initiative Fund monies to Haywards Heath
Business Association towards the development of their website.**

8. Environment Working Group (EWG)

Members noted the actions of the Working Group as presented including the specific motion, that would move onto the Policy and Finance Committee regarding the acquisition of an Electric Van. The Chairman updated that matters were ongoing and that Councillor's names were being put to specific projects in the EWG action plan to move things forward. It was also reported that at Town Day a presentation on the Town Council's work on the Environment would be made available in the Town Council marquee. It was then asked when reading through the priorities, would those being completed or removed, be replaced by new priorities and work? At this point it was noted that there may be a revisit on the solar panel idea if the vegetation can be sensibly managed and it was also noted that the Electric Van was an addition to the work. With this, it was agreed that the EWG actions was a fluid document that would be revised as projects progressed,

Members **RESOLVED** to,
**ratify to adopt the actions of the Environment Working Group
dated 26th June 2021 and the additional action to acquire an
Electric Van subject to financial sign off by the Policy and Finance
Committee**

9. Urgent Items

The Chairman invited the Haywards Heath in Bloom Chairman to speak on the resurrection of the Town Council's entry into the South and South East in Bloom competition. It was noted that it was early days with only two meetings having been held. Membership of the group was fluid with people and organisations coming and going when required. The Bin it Keep it campaign was promoted the week before. Finally, there was strong ongoing support and the In Bloom committee were looking forward to entering next year, and welcomed any input from residents, organisations and any Councillors.

Meeting Closed at 8.36pm

