

## HAYWARDS HEATH TOWN COUNCIL

### Minutes of the Environment and General Purposes Committee held on 3<sup>rd</sup> July 2023.

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

#### **Apologies\*\* Absent\***

**Also present: Town Clerk, Events and Community Officer and Mr Crump and Ms Harris (part of meeting).**

Before the meeting commenced in the absence of the Vice Chair, Cllr Pascoe was nominated and seconded to take the position of Vice Chair for the evening and duly accepted.

#### **1. Apologies**

S. Inglesfield – Holiday  
A. Rees – Work Commitments

#### **2. Minutes**

The minutes of the Environment & General Purposes Committee dated 3<sup>rd</sup> April 2023 were taken as read, confirmed as a true record and duly signed by the Chairman.

#### **3. Public Participation**

Haywards Heath in Bloom Committee (HHiB) members, Mr Murray Crump (also America Lane Plotters Chair) and Ms Harris (also Vice Chair of Haywards Heath Horticultural Society) presented on the recent South and South East in Bloom (SSEiB) judging day, initiatives that are currently being undertaken by the HHiB Committee and other matters.

Ms Harris stated that the judge who had attended that morning was very impressed with the Town and enjoyed visits to Grove Garden, the Bentswood Hub, Muster Green and the Cemetery as part of the judging Tour. The HHiB Committee are therefore eagerly awaiting the results later in the Autumn. Ms Harris added that it was incredible to see the transformation of the Bentswood Hub from a concrete driveway to a planted area. Furthermore, other HHiB activities were promoted such as the best business, allotment, balcony, front gardens awards, which nominations were open for. Members were asked to help nominate worthy entries as people do not want to nominate themselves. It was noted that judging was planned for the last week in July. It was asked if Member or others just approach people? This was confirmed and/or just nominate them by email to Brenda Gulliver at the Town Hall, or use the QR code on the promotional material. It was noted that these competitions built community awareness as competition, especially amongst businesses, was growing, which only benefitted the environment of the Town. It was felt that encouragement was key to the success of the competitions. The Chair of HHiB Cllr Ellis added that demand for the awards tea party was growing and was grateful for the securing of sponsorship for the event as it saved the public purse and enabled more people to be invited. Mr Crump then presented a strategy map, which pulled together the work of HHiB and acted as a guide for future work. The strategy, which was also presented to the SSEiB judge included heritage skills such as hedge laying, civic organisation input, community

values and input from organisations such as the Friends of Ashenground Woods. Furthermore, the output of the HHiB committee such as litter picks, wild flower planting, graffiti removal, dog fouling, work on verges, organisation of contractors in the Town to reduce environmental damage, planting regimes, events and allotment maintenance was document for evidence. It was noted that the strategy map would evolve and they would be kept up to date with issues. At this point Mr Crump reminded Members of the invite to the America Lane Plotholders BBQ. In closing the Town Clerk added the work of Mr Crump and Ms Harris to support the Assistant to the Town Clerk with allotment inspections at America Lance and Oathall Avenue was appreciated then Ms Harris was presented with thank you gesture from the Town Council for her efforts in securing sponsorship for the Carers Event, and her support and hanging basket work shop on the day of the event, this was presented by the Deputy Mayor Cllr Pascoe. The Chair thanked Mr Crump and Ms Harris for their input and effort to support the Town Council.

**4. Substitutes**

A. Basher for A. Rees

**5. Declarations of Interest**

None

**6. Events and Community Officer Update (ECO)**

The ECO presented the update report as tabled in the agenda. Reference was made to the programme of events during the current year including the success of the King's Coronation event with Members noting the overwhelming attendance by residents, the take up of commemorative medals by residents and the procession to Victoria Park from the Town Hall. The Town Council's Spring into Summer Event was also a great success as was the Mid Sussex Marathon, Haywards Heath Get Active Event and Greater Haywards Heath Bike Ride which the Town Council also supported. It was also noted that those who attended enjoyed the Carers Event, which gave those present respite and the chance to interact with service providers which included Carers Support West Sussex, Places for People, Age UK, Sussex Police and NHS Carers Health Team. Stall holders felt the informal event made the interaction with the carers much easier and the raffle and lunch was welcomed. Finally, it was noted that planning for Town Day on the 9<sup>th</sup> September 2023 was well under way with event sponsorship of £3,150 having been secured at the date of the meeting. Members praised the events delivered especially the Carers Event. It was also asked about the likely date of next year's Spring/Summer event. The ECO responded that the date, which was a change from taking place in early spring, this year fitted in well due to the volume of events to be organised, so it be would prudent to hold it around the same time next year. The Clerk added that the whole events programme along with budgeting considerations would be tabled in December so Members could input further on dates then.

With regards to project development work this had centred around trying to relaunch the Dementia Friendly Community. It was noted that there was a large turn out for a zoom meeting in February and there was a considerable amount on enthusiasm regarding a Dementia Action week and setting up a group with a constitution. Unfortunately, none of it was followed up and there had been no willing volunteers, so nothing had been moved forward. It was noted that funding has been cut for the Alzheimer's Society, but the Dementia Friendly Community Coordinator for West Sussex still had some funding so hopefully something can be developed in conjunction with the project manager. Members were surprised by the funding cuts but asked to be kept updated locally. It was asked what the objective of any group would be? The

ECO stated it be would about people, their place and how they can be accommodated in the community. Furthermore, and most importantly it would be to raise awareness. The ECO was then praised for her work and then.

Members **NOTED** the report.

**7. Haywards Heath Foodbank Teddy Bears Picnic**

The Town Council had been approached by the Foodbank who had a huge number of donated toys along with a concern that children were not receiving school meals during the summer holiday. So, the event proposed would allow for free toys to be handed out, food to be provided and provide generally a fun event for families. It was noted that a contribution of £1,000 would be within the existing events budget as sponsorship and underspends on the programmes of events had been secured. It was asked if two smaller events would be better to give more opportunities for children. The Clerk stated that Members can award the money and then take advice from the Foodbank on their resources. Members agreed they didn't need to get into such detail. It was asked if Harvest Food could be engaged as part of the event as they distribute surplus food across the County. It was agreed that this would be suggested with the knowledge that Harvest Food provide fresh surplus food and also deliver to the Bentswood Hub. With this Members were all supportive of the contribution and noted that the ECO would work with the Foodbank manager on the delivery of the Picnic event, with this;

Members **RESOLVED** to **make a financial contribution of £1,000 towards the Haywards Heath Foodbank Teddy Bears Picnic from the underspend in the Town Council events budget.**

**8. Active Haywards Heath**

It was noted that the next meeting of Active Haywards Heath was to be held on the 26th July 2023. Members had before them the Terms of Reference which had been agreed by the forum at its last meeting for approval. There had been a large number of differing views so the Town Clerk and ECO had tried to implement all views. Main issues included the scope of the Active Haywards Heath being the Town and surrounding area as resident travel to places outside of the Town to be active. It was agreed that the make-up of the Executive Board was to be seven, two Town Council representatives and five volunteers and that the Executive Board was needed to drive the Active Haywards Heath agenda forward as it should not be for the Town Council to set the agenda. With this unanimously;

Members **RESOLVED** the **Terms of Reference for Active Haywards Heath.**

**9. Haywards Heath in Bloom**

It relation to the entry into South and South East in Bloom led by the Haywards Heath in Bloom Committee Cllr Ellis stated that all had been covered in the presentation made by Mr Crump and Ms Harris so she thanked the fantastic Haywards Heath in Bloom committee, the Town Council's Groundstaff, Brenda Gulliver who led on the administration of the entry into South and South East in Bloom along with all of the Town Council staff who supported the initiative and judging day.

Members **NOTED** the report.

**10. Environment and General Purposes Committee Business Plan**

Without comment, noting that Active Haywards Heath had been omitted from the Business Plan which would be added;

Members **RESOLVED** to **adopt the Environment and General Purposes Committee Business Plan.**

**11. Motion Cllr Sandy Ellis**

Cllr Ellis presented her motion that presented the ability for the Town Council to offer volunteering roles, which can be offered in a safe environment. Activities could relate to Haywards Heath events and Haywards Heath in Bloom for people to be able recover from illness or those who have disabilities to take part in. Members were happy with the motion and without comment;

Members **RESOLVED** to **open itself to offering social prescribing opportunities including projects that could actively allow for the community to be directly involved in Town Council greening projects.**

**12. Living Bus Shelter**

The Town Clerk explained that Clear Channel provide all of the bus shelters in the Town Centre free of cost and derive funding to pay for them from advertising. As a result, the Town Council has been approached to see if, as part of a programme to replace all shelters they own, that a living bus shelter which has a planted roof could be placed. The placement would require a contribution as tabled in the report and could be an addition to the Council environment agenda and South and South East in Bloom entry. Members questioned how the shelter would be maintained and the Town Clerk stated that Clear Channel would look after the shelter. It was also asked if the shelter would be there permanently and if the payment would be a one off? The Town Clerk confirmed that it would be permanent and only one was proposed and the cost would be a one-off payment. Members asked how the shelter would be paid for? It was confirmed that the Town Fund had monies available. However, there was concern relating to the project and it was asked that the Town Clerk seek further advice on the planting and seek advice on how other Living Bus shelters worked in practice, with this;

Members **RESOLVED** to **defer the consideration of funding the introduction of a living roof bus shelter in Haywards Heath at the cost of £1,890.34 and asked the Town Clerk to seek further information on their implementation and success.**

**13. Urgent Items**

There was one item, which the Town Clerk used to inform Members that the Town Council had maintained its Green Flag status for Muster Green for 2023/2024.

Meeting closed at 20.51pm