



Tel: (01444) 247726  
Fax: (01444) 233707  
Website: <http://www.burgesshill.gov.uk>

21 May 2021

To: **MEMBERS OF THE STRATEGIC DEVELOPMENT KEY AREA GROUP, BURGESS HILL TOWN COUNCIL**

A **MEETING** of the **STRATEGIC DEVELOPMENT KEY AREA GROUP** will be held online on **26 May 2021** at **19.00 hours**, when your attendance is required.

Steve Cridland  
Chief Executive Officer

**Following government advice on social distancing, essential Council Meetings will be held virtually during the Covid-19 period. All papers will be published on our website as usual. Members of the public can attend the meeting by using the Zoom link that will be placed on the town council's website and social media shortly before the meeting takes place.**

Filming, recording of Council meetings and use of social media:

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded.

If a 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 members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

**\*\*PLEASE NOTE THE START TIME OF THE MEETING\*\***

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**A G E N D A**

Cllrs Joseph Foster (Chairman), Graham Allen, , Kathleen Willis, Andrew Barrett-Miles, Robert Duggan, Roger Cartwright

## **1. OPEN FORUM**

Members of the public are invited to put questions or to draw relevant matters to the Council's attention. Each member of the public is allowed to speak once only in respect of a business item on the agenda (whether in the Open Forum or during the meeting) and shall not speak for more than three minutes at the discretion of the Chairman.

If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course.

## **2. APOLOGIES FOR ABSENCE**

## **3. SUBSTITUTES**

## **4. DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

## **5. NOTES OF THE STRATEGIC DEVELOPMENT MEETING**

Notes of the meeting held on 29 October 2020 (previously distributed).

## **6. LIVE STREAMING OF MEETINGS**

A report ( Appendix 1) is attached setting out the case for live streaming of meetings. The cost is relatively small and would enable the public to listen to meetings without needing to attend. This would give the council a greater degree of transparency. If successful, the system could be upgraded to include a camera.

### **RECOMMENDED:**

1. That council and committee meetings be live streamed to enable the public to listen to proceedings.
2. That £500 be approved to purchase the necessary equipment

### **RISK ANALYSIS**

There are no foreseeable risks for the Council

## **7. URBAN GARDEN**

- 7.1 The demolition of the Martlets Hall and library has left an ugly open space which could prevail for the foreseeable future. MSDC has invited proposals (Appendix 2) for the temporary

development of the site to make it less unsightly and useful. MSDC is willing to consider proposals but only for a six month period. This could be extended but there are no guarantees.

- 7.2 Both the Leader of the Council and New River Retail have drawn up projects to develop an urban garden for the site which would be divided into 3 areas as set out in appendices 3 and 4 and 5. There will be an area for raised allotments, a recreational area and an urban garden area using raised beds.
- 7.3 The allotment area will be made up of 12 raised beds each 4.8m x 1.2m x 0.6m. The area will be secured with a fence and gate. 3 sides are already fenced. Some allotments could be leased out to members of the public while schools and charities may also be interested in using a few. Water is available on site. The beds would be constructed from sleepers which could be sold or donated at the end of the project. Top soil would need to be purchased. It should be noted that building materials including sleepers are in short supply at the moment. A slightly cheaper option would be to use scaffolding planks but advice received is that they may not be sufficiently robust. Security is a concern and providing an aesthetically yet effective fence could be a challenge and the cost could be more than estimated. No sheds will be allowed on site.
- 7.4 The recreation area would feature a 10m x 10m area of astroturf which could be used for yoga and other exercises. Other uses could include a gazebo for a band etc. There will be 6 benches which will be relocated from other sites in town. To further break up the area it is suggested that some planters made from pallet collars be dotted around with flowers, small shrubs and trees. These are relatively cheap and could be offered for sale or donated at the end of the project. Trees and shrubs could either be sold or planted elsewhere. Either the maintenance team or NRR would water the plants.
- 7.5 New River Retail has agreed to sponsor, develop and maintain a garden area in the section nearest the shops. This would provide an area for the public to relax, reflect on life and enjoy planters planted with small shrubs and flowers.
- 7.6 A local business has suggested that markets selling various goods could be encouraged from time to time thus generating some additional interest to the area. Tables with goods could be interspersed among the planters.
- 7.7 The total cost of the project to the Council would be in the region of £16,000 and as mentioned some of the materials could be sold at the end of the project or donated to a worthy

cause or perhaps schools. A spread sheet setting out estimated costs is attached as appendix 6.

- 7.8 Funds for a project of this nature are available on the street scene budget as well as the Covid recovery fund. The Government has made £133,000 available to MSDC as part of its Welcome Back initiative and it is possible that this might be made available as well.

**RECOMMENDED:**

1. That an application be submitted to MSDC for a temporary licence to develop an urban garden on the old Martlets/ Library site including raised allotments , raised beds and a recreational area provided the licence issued is for a minimum of 18 months.
2. That an amount not to exceed £17,000 be spent on developing the site along the lines set out in the report.
3. That the materials be sold at the end of the project or donated to worthy causes or schools.

**RISK ANALYSIS**

- As set out in the report
- Vandalism could occur