

HASSOCKS PARISH COUNCIL

To: All Members of the Grounds & Environment Committee (Kate Bailey, Jane Baker, Kristian Berggreen, Leslie Campbell, Georgia Cheshire, Frances Gaudencio, Peter Gibbons, David Hammond, Bill Hatton, Frank Rylance and Alex Simmons) and Co-opted Members (Tony Copeland) with copies to all other Councillors for information.
cc Richard Higgs

A virtual meeting of the **GROUND AND ENVIRONMENT COMMITTEE** will be held on **Thursday 9 July 2020 at 2.30pm** in the Parish Centre, Adastra Park, Hassocks.

Parish Clerk
2 July 2020

1. **TO ACCEPT APOLOGIES FOR ABSENCE.**
2. **TO ACCEPT DECLARATIONS OF INTEREST.**
3. **MINUTES** To accept the Minutes of the Grounds and Environment Meeting held on Thursday 27 February 2020. (Previously Circulated)
4. **PUBLIC PARTICIPATION.**
5. **OFFICER'S REPORT** (Appendix 1).
6. **BURIAL GROUND FEES**
 - 6.1. Members are invited to consider and agree fees for 0 – 18 year olds in Hassocks Burial Ground for 2020 - 21 (Appendix 2).
 - 6.2. Members are invited to review and approve all other fees for Hassocks Burial Ground for 2020 - 21 (Appendix 3).
7. **SPORTS CLUBS FEES.**
 - 7.1 Members are invited to consider approve the increase in fees for the Adastra Park facilities as from 1 August 2020. (Appendix 4)
 - 7.2 Members are requested to consider any adjustment of fees for specified clubs in the light of the Covid-19 lockdown. (Appendix 5)
8. **ADASTRA TENNIS CLUB.** Members are invited to note the installation of a club noticeboard by the Adastra Tennis Club. (Appendix 6)
9. **ADASTRA PARK MASTERPLAN**
 - 9.1. Verbal Update.
 - 9.2 Memorial Bench. Members are invited to consider a request for a Memorial Bench. (verbal report)
10. **DOWNSFEST.** Members are invited to consider a request to hold DownsFest 2021 on Saturday 17 July 2021. (Appendix 7)
11. **FESTIVE LIGHTING.**
 - 11.1 Members are invited to agree a Festive Lighting Contractor and Festive Lighting designs 2020-22. (Appendix 8)
 - 11.2 Members are invited to recommend the refurbishment of the Merry Christmas Hassocks motif at a cost of up to £1500 plus VAT. (Appendix 9)

12. **URGENT MATTERS** at the discretion of the Chairman for noting and/or inclusion on a future agenda.

13. **DATE OF NEXT MEETING** Thursday 3 September 2020. Time to be agreed.

Please Note

All members of the public are welcome to attend to attend meetings of the Parish Council and its Committees.

Item 4 – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting. It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda.

If you wish to attend this virtual meeting please email info@hassocks-pc.gov.uk before 09.00 hrs on Thursday 9 July to be sent an electronic invitation by 12.00 noon on that same day.

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.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 5 - **OFFICER'S REPORT**

1. The purpose of this report is to update the Committee on Grounds and Environment (G&E) Matters.
2. **LIGHT UP HASSOCKS.** Members are invited to note that correspondence has been received from the organisers of the Light Up Hassocks event, The Sussex Vale Rotary Club, informing the Parish Council that due to the current Covid-19 pandemic the club had taken the difficult decision to cancel the event for 2020 although were hopeful that it would go ahead in 2021. The decision had been taken due to the uncertainty at the current time with regard to Government Guidelines for holding such events later in the year and the possible difficulties of social distancing if required.
3. **HANGING BASKETS.** Despite the Lockdown, we were able to work closely with the contractor supplying and maintaining the hanging baskets and the traders who had requested a basket, to ensure that these were installed as planned. The contractor also offered to provide additional watering to baskets for traders who were not able to do so until they re-opened which has been much appreciated.
4. **SPORTS FACILITIES.** Covid-19 update. The football and cricket clubs have returned to a level of training in line with Government guidance and have provided the Parish Office with clear risk assessments and safety regimes in place. The Tennis Courts are open to the Tennis Club who have also provided a risk assessment and confirmation of following Government Safety guidance. The Courts have remained closed to public hire due to concerns over ensuring that adequate safety measures can be implemented at the current time with regards to accessing the courts and obtaining keys.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 6.1 - Burial Ground fees for Under 18's.

1. At the previous meeting of the Grounds and Environment Committee held on 27 February 2020, Members requested further information to enable the consideration of the application of burial charges for the burial of under 18 year olds.
2. Below is a chart showing the comparative fees applied by local Towns and Parishes to similar burial grounds.

Burial Fees Comparison for children 18yrs and under. March 2020

	<u>STILLBORN – 12 MONTHS</u>		<u>12 MONTHS – 12 YEARS</u>		<u>12 YEARS PLUS</u>	
	Resident	Non-resident	Resident	Non-resident	Resident Single grave	Non-resident
Hassocks PC 2020/21 Proposed.	Free	Free	£214	5x	Usual adult fees £379	5x
Parish 1	Free under 18	£200	Free under 18	£200	Free under 18	£200
Town 2	Free	£525	£525	5X	Usual adult fees £1130	5X
Parish 3	£200	£1420	£240	£1420	Usual adult fees £470	£2950
Parish 4	£85-140	£185-340	£140	£340	Usual adult fees £1200	£4800
Town 5	Free	Free	Free	Free	Usual adult fees £497.50	4X

3. To Summarise:
 - All but one parish/town charge for burial plots for 12 years and over at varying rates.
 - The majority do not charge for 0 -12 months.
 - All but two charge for 12mths – 12 years at a reduced rate.
 - Hassocks Parish Council fees sit in the middle for 12mths – 12 years and are the lowest for children over 12 years.
4. **Background Information.**

In July 2019, the Government established the Children's Funeral Fund for England to ensure no parent will have to pay for their child's burial or cremation. The fund provides for burial authorities and cremation authorities to apply to Government for the reimbursement of the fees which would otherwise be charged to parents/carers for the provision of the burial or cremation of an eligible child. This fund is not means tested.

In order to claim the costs, the Council would need to assign fees for the burial of children under 18.

The Burial Ground opened in 2009, there have been no burials or cremations for any children under 18 to date.

HEADSTONE FEES. The current charges for a permit for the erection of a headstone is free for 0-12mths. With the standard fee, currently £122 being applied to all other headstone applications. The fee is increased five times for non-residents.

5. MEMBERS ARE INVITED TO CONSIDER THE FOLLOWING OPTIONS:

OPTION 1. RESIDENTS. The removal of all Burial and Cremation Fees for children under 18 including the fee for a Headstone Permit for residents.

NON RESIDENTS.

- i. Apply previous charges for residents i.e:
 - 0-12mths – No charge
 - Over 12mths – 12 years £214
 - Over 12 years – 18 years £379.00
- ii. OR maintain current application of 5x residents' charges.

OPTION 2: RESIDENTS AND NON RESIDENTS. Maintaining all standing fees for burial and cremation plots for children under 18, on the assumption that these can be claimed directly from the Children's Funeral Fund.

OPTION 3:

Burial and cremation fees for children 12 mths -12 years

RESIDENTS. Waive all fees including headstone permit charges.

NON RESIDENTS. Burial £214 for non-residents plus standard headstone permit fee.

Burial and cremation fees for children aged 12 years to 17 years:

RESIDENTS. Maintaining the existing fees for burial and cremation plots including headstone permit charges.

NON RESIDENTS. Reduce the increase in charge to 2 or 2.5 times the current fees.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: - Agenda Item 6.2: Burial Ground Fees

1. The purpose of this report is to invite the Committee to review the current charges for Hassocks Burial Ground and to agree any amendments.
2. Historically burial ground and allotment fees have been increased based on an annual inflationary increase, rounded to the nearest whole pound using the Consumer Price Index. At the G&E meeting held on 29.1.18, this formula was accepted for the review of Hassocks Burial Ground fees and has thus been applied for the calculation of fees for consideration for 2020/21.
3. Members are therefore invited to consider the proposed increases to the Burial Ground fees as set out below for 2020 based on a 1.78% increase in CPI between September 2018 and September 2019. With the exception of Search Fees and fees relating to Deed of Grant amendments which are above average in comparison with other parishes and it is therefore recommended that these fees remain at the same level.
4. **OFFICER RECOMMENDATION.** Members are recommended to approve the proposed Burial Ground Fees to be applicable from 1 August 2020.

<u>Hassocks Burial Ground</u>		Current Fees April 2019	Proposed changes Increase by CPI Increase Sept 18 to Sept 19 – 1.78%
<u>Burials</u>		EROB (50yrs) and 1st Interment Non parishioner - 5 x fee	EROB (50yrs) and 1st Interment Non parishioner - 5 x fee
A stillborn child, or a person whose age at the time of death, did not exceed 12 months (Parishioners only).		Free	Free
A person whose age at the time of death exceeded 12 months but did not exceed 11 years.		As agreed on agenda item 7.1	As agreed on agenda item 7.1
A person whose age at the time of death exceeded 12 years.	Single plot depth	£372.00	£379.00
	Double plot depth	£483.00	£492.00
Second burial interment		£120.00	£122.00
Interment of ashes into a Burial Plot		£120.00	£122.00
<u>Memorials</u>			
For the right to erect a headstone within the burial ground on a grave in Respect of which the exclusive Right of Burial has been granted.		£120.00	£122.00
For the right to have additional inscription on an existing memorial.		£60.00	£61.00
<u>Additional Fees or Charges</u>			
Search Fee		£34.00 per hour	Suggested no change
Replacement, transfer or amendment of Deed of Grant		£57.00	Suggested no change

Hassocks Burial Ground	-	Current Fees April 2019	Proposed changes Increase by CPI Increase Sept 18 to Sept 19 – 1.78%
<u>CREMATED REMAINS AREA</u>		Interment of ashes, including the right to have an entry on the Wall of Remembrance	
		Non-residents 5x fee	Non-residents 5x fee
Child whose age did not exceed twelve months (parishioners only)		Free (residents)	Free (Residents)
A person whose age at the time of death exceeded twelve months but did not exceed 11 years		As agreed on agenda item 7.1	As agreed on agenda item 7.1
Adult over the age of 12 years		<u>Memorial Wall area</u> EROB, first interment and numbered ground marker. £204.00 To purchase a plaque on the Memorial Wall. £31.00 <u>Southern Memorial Area</u> EROB, first interment and permission for a Memorial Tablet. £265.00	£208.00 £32.00 £270.00
Second Interment of cremated remains.		£101.00	£103.00
Additional Inscription on a tablet.		£19.00	£19.00

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 7.1: **ADASTRA FACILITIES HIRE FEES AND CHARGES**

1. The purpose of this report is to ask the Committee to consider and agree charges for the hire of Adastra Park Facilities from 1 August 2020 to 31 March 2021.
2. Charges are reviewed annually usually in March to be applied from 1 April to 31 March to the following year, however due to the Covid-19 pandemic the review for 20-21 was postponed. MSDC have now released its updated fees to be in effect from 1 June 2020.
3. Historically all sports facilities fees for Adastra Park have been calculated to date based on the Mid Sussex District Council (MSDC) charging structure in most cases. The proposed revised charges have been kept primarily in line with MSDC.
4. Attached is a copy of the Hassocks Parish Council charges for 2019-20 and the proposed charges for 2020 -21.
5. Members are invited to consider the revised charges as provided with particular attention drawn to the following:

Tennis Charges

- i) It was agreed at the G&E Committee meeting held on 30 March 2017 not to increase casual hire charges for the Adastra Tennis Courts (Min ref 17/716). Members agreed to defer any changes to charges or booking arrangements until the Adastra Park review had been completed. As noted at that meeting, public hire charges have not been increased since 2011. Whereas Club Member charges have consistently increased in line with MSDC.
 - ii) At the G&E Committee meeting held on 25.3.19 It was **RESOLVED** that the public hire charges for the Adastra Park Tennis Courts would remain unchanged for 2019 -20. (Min Ref 18/131.2)
 - iii) For 2019/20 MSDC has reduced its fees for the Casual Hire from £8.60 (Full Rate) to £6.50 (Full Rate). This was following advice from the LTA that the previous charge was considered too high for casual tennis. The Casual Hire fee for 2020/21 is £6.55 (Full Rate).
6. **OFFICER RECOMMENDATIONS.**
- i. It is recommended that the Committee consider and agree any changes to charges for Public Tennis hire.
 - ii. It is recommended that the Committee approve all other proposed increases in charges and fees for the use of Adastra Park facilities.

HASOCKS PARISH COUNCIL							
Adastra Park Sports Facilities Fees and Charges 2019/20 2020/21							
General Conditions							
1.	The charges included in this leaflet are effective from 1 April 2019 to 31 March 2020 in relation to the sports facilities operated by Hassocks Parish Council. Summer and Winter season dates are specific to each facility and activity.						
2.	All hirers must complete an official HPC application form and adhere to the Council's published Terms and Conditions of Hire prior to the booking period.						
3.	Payment for the hire of facilities must be made in advance unless otherwise are agreed.						
4.	Discounted Rates - where a discounted rate (50% of the full rate) is provided, the following conditions apply:						
	Juniors-to qualify for the discounted rate, facility users must be under the age of 17 at the time of hire.						
	Senior Citizens - to qualify for the discounted rate, facility users must be 60 or over at the time of hire.						
				Full Rate	2020/21	Discounted Rate	
				2019/20		2019/20	2020/21
SPORTS HIRE - SUMMER							
Cricket Turf Wicket - per use				44.55	45.30	22.25	22.70
Cricket Turf Wicket - evening rate				23.40	23.80		
Juniors on Artificial Pitch						11.70	11.90
Cricket Net Practice							
Per session				23.40	23.80	11.70	11.90
Water for cricket square will be recharged at cost							
Stoolball - South Field per use				21.75	22.20	10.85	11.10
North Field				N/A		5.45	5.55
Bowls - Club Members				129.00	131.20	64.50	65.60
Water use will be recharged to the Bowling Club							
Tennis - Casual Hire per Court				7.00		3.50	
Key Deposit - returnable				5.00		5.00	
Tennis - Club Members				92.00	94.00	46.00	47.00
Couples				138.25	140.80	N/A	
Children of Adult Members						16.15	16.45
SUMMER PAVILION HIRE							
Changing Rooms/Toilets/Kitchen/Bar/Storage				37.90	38.60	N/A	
Changing Rooms/Toilets/Kitchen/Storage				25.60	26.10	12.80	13.10
Toilets/Kitchen/Storage				12.80	13.10	6.40	6.50
SPORTS HIRE - WINTER							
Football - per use				57.50	58.50		
Junior Football on Senior Pitch						28.75	29.30
Mini-Pitch						14.35	14.50
Training Session (per session)				14.80	15.00	7.40	7.50
WINTER PAVILION HIRE				31.25	31.80	15.65	16.00
Community Pavilion Hire				9.50	9.70		
Fitness Training Charges (4 hour session)				10.55	10.80		

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 7.2: **ADASTRA FACILITIES HIRE FEES AND CHARGES COVID-19 ADJUSTMENTS**

1. The purpose of this report is to ask the Committee to consider any variation in charges to sports fees with regard to the impact of the Covid-19 pandemic lockdown. The effect of Covid 19 will have a direct impact on the Council's revenue streams from miscellaneous income realised from hire fees and is likely to impact adversely on the Council's budget
2. Football, cricket and personal training fees are charged per use across the season. MSDC have continued to apply these charges as normal.
3. **OFFICER RECOMMENDATION.** Members are invited to agree that the application of fees for 'per use' activities is unchanged.
4. Adastra Tennis Club. The Tennis Club pays an annual fee based on the number of members. MSDC have pro-rated fees based on two months of the season being missed. Adastra Tennis Club inform us that they have reduced Member's fees to 60% based on 2.5 months of access to courts being missed.
The Tennis Club members have accessed the courts since the easing of the lockdown at the beginning of June, however, have advised that several of its members have been unable to play due to shielding or have been reluctant to return at this stage.
5. **OFFICER RECOMMENDATION.** Members are invited to consider the following options:
Option 1: A 40 % reduction of annual fees for Tennis Club members in line with the reduction applied by the club.
Option 2: A 25% reduction of annual fees for Tennis Club members based on the availability of the courts being reduced by 3 months which would be 25% of the year.
6. Adastra Bowls Club. The club pays an annual ground rent to the Parish Council currently set at £1,200 pa. In addition by formal agreement in 2013 it was decided that the Adastra Bowls Club would pay fees based on the number of members in line with the rates charged by MSDC for similar bowling facilities and that the Parish Council would reimburse the club by an agreed amount each year for the work carried out by members for the maintenance of the green. The reimbursement for this year is due to be in the region of £4,411 Therefore the annual fee for the bowls clubs comprises of: Ground Rent + fees per member less reimbursement of groundwork carried out by members.

MSDC has pro-rated members fees for its bowling as for its tennis facilities based on two months of no access to facilities.

The Bowls Club have advised that Membership fees have been paid to the club for 2020. The rink was re-opened at the beginning of June for socially distanced bowls although some members have yet to take up this option. The club is considering the option of refunding fees or carrying fees forward to next year, although a decision has yet to be made.

The club also relies on the income generated through raffles, teas and the bar during competitions and friendly matches which are unlikely to be held this year.

7. **OFFICER RECOMMENDATION.** Members are invited to approve a reduction in fees for the Adastra Bowls Club by the same percentage as applied to the fees for the Adastra Tennis Club.

HASSOCKS PARISH COUNCIL

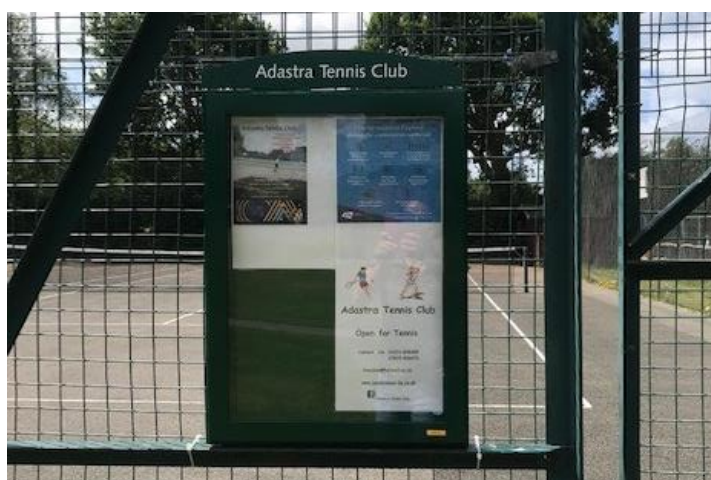
To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 8 – **ADASTRA TENNIS CLUB**

1. The purpose of this report is to inform Members that in late February 2020 the Adastra Tennis Club approached the Council requesting permission to install a Club noticeboard on the fence of the Adastra Tennis courts. The initial report proposed that the Council might consider paying half of the cost of the board, which could be used for public tennis information as well as club notices.
2. The Tennis Club were informed in March that unfortunately due to the Covid-19 pandemic and the cancellation of meetings, it was not possible to present the report to the Committee for consideration at that time however that the report would be included at the next possible meeting of the G&E Committee. It was intended to include the report on this agenda.
3. However, it has become apparent that the Adastra Tennis Club have proceeded to purchase and install a smaller noticeboard than was originally proposed as shown below, although there had been no communication with the Council prior to this installation:



4. Members are invited to note the installation of the board and consider whether any further action is required.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 10: **DOWNSFEST 2021**

1. The purpose of this report is to invite members to consider a request from Michelle Binks to hold the DownsFest 2021 event in the North Field in Adastra Park on Saturday 17 July 2021. As Members may be aware the decision has had to be taken to cancel the DownsFest 2020 due to be held on Saturday 5 September 2020 has been cancelled due to the uncertainty of holding such events due to the Covid-19 pandemic.
2. Tickets have already been sold for this years event and therefore the organiser is looking to confirm a date in 2021 to enable tickets to be transferred. It is hoped that the event could be brought forward from September into July for the warmer weather and lighter evenings, avoiding other local event clashes and before the schools close for their summer holidays.
3. The proposed dates for the music event for the use of the North Field would be from 4pm on Friday 16th July (set up) to Sunday 18th July (breakdown), for DownsFest to be held on Saturday 17th July 2021. A fee of £150 was applied for the use of the field for DownsFest 2019
4. Following complaints from some residents about noise levels at the previous DownsFest event, the organiser has confirmed that she will have a noise pollution monitor. She also has to submit a noise pollution assessment as part of the Event Management Plan, as requested by MSDC as a result of last year. This is completed by a registered professional.
5. Keymer and Hassocks Cricket Club have indicated that it is likely that they will have a fixture on that date in the South Field and that the event will therefore impact on this. However although DownsFest event occurring simultaneously with a cricket fixture is not ideal, the Cricket Club are supportive of the community event.
6. In addition to the music event, Members are also asked to consider the possibility of holding a Hassocks Comedy evening on Friday 16th July in the evening. At this stage it is only a provisional request to determine Members' views on this. The organiser would require access to the North Field from 8am on Friday morning as opposed to 4pm on Friday afternoon. The comedy night would also be a fundraiser for the hospice via ticket sales.
7. **OFFICER RECOMMENDATION.** Members are invited to consider the following two options:

Option 1. The use of the North Field in Adastra Park for DownsFest only on Saturday 17th July, including the closure of the North Field from 4pm Friday 16th – Sunday 18th July. It is suggested that a charge of £150 is applied and the usual hire terms and conditions would also apply.

Option 2. The use of the North Field in Adastra Park on Friday 16th July 2021 for a Hassocks Comedy Evening and Saturday 17th July 2021 for Downs Fest, including the closure of the North Field from 8am Friday 16th – Sunday 18th July. Members are invited to consider whether any increase should be applied to the charge of £150.

HASSOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 11.1 – **FESTIVE LIGHTING 2020-2022**

1. The purpose of this report is to invite Members to consider quotations for the hire and installation of festive lights in Hassocks from Christmas 2020 for three years.
2. At the G&E meeting held on 27 February 2020, it was AGREED that four contractors previously approached should be asked to provide quotes based on the existing specifications and also any alternative displays that could be provided within the agreed budget of £3750 net.
3. Of the four contractors, three submitted quotations. All contractors have confirmed that they would attend a switch on event if required and hold the necessary HERS certification. The contractors were asked to provide quotations as follows:
 - NEW LIGHT MOTIFS: Based on the existing specifications
 - EX HIRE MOTIFS: The use of ex-hire motifs which have been refurbished as opposed to newly purchased motifs.
 - ALTERNATIVE OPTIONS. Possible alternative options for displays.

Details of designs have been circulated as background papers and quotation information is shown on the following page.

4. Given the budget available there would not be sufficient funding for additional displays, although it may be possible to reduce the number of lamp post columns and/or mix and match displays within one company.
5. Members will notice that some of the quotes for New Lights are in excess of the existing budget, these have been included to demonstrate the options available in the region of the budget. Should members choose to select one of these options it will be necessary to request further funding from General Reserves for 2020 plus agree an increased festive lighting budget for 2021 and 2022.
6. **OFFICER RECOMMENDATION.** Members are invited to select a contractor for the supply of the Festive Lighting Contract for 2020-2022 and to agree the preferred lighting design.

NEW LIGHTS	14 Pole Motifs hire	Description	Installation & Removal inc Council owned	Fittings	Storage	3 year contract - Annual Charge
Company A	£1,470.00	Cheveux D'Ange 7 x blue 7 x white	£2,000.00	inc	£400.00	£3,870.00
Company B. Quote 1	£2,318.40	Holly and Berries banner. LED's white, green & red	£1,900.00	£201.60	inc	£4,420.00
Company B - Quote 2	£1,449.00	Star point. LED minibulbs & Rope choice of colour	£1,900.00	£201.60	inc	£3,550.60
Company B - Quote 3 LED Rope	£3,641.40	Christmas scene and snowflake. LED Rope Gold foil scrapes for daytime effect	£1,900.00	£201.60	inc	£5,743.00
Company B - Quote 4	£1,669.50	Star crosses wave. White & Warm LED	£1,900.00	£201.60	inc	£3,771.10
Company C	£2,350.00	Various LED	£1,600.00	inc	inc	£3,950.00

EX-HIRE	14 Pole Motifs hire	Description	Installation & Removal inc Council owned	Fittings	Storage	3 year contract - Annual Charge
Company A						
Company B. Quote 1	£1,260.00	Holly and Berries motif. LED's white, green & red	1900.00	201.60	inc	£3,361.60
Company B. Quote 2	£1,512.00	Scroll Triangle motif. White and warm white LEDs	1900.00	201.60	inc	£3,613.60
Company B. Quote 3	£1,814.40	Tree Silhouette and mini bulbs. White and warm white. Alt colours available	1900.00	201.60	inc	£3,916.00
Company B. Quote 4	£1,814.40	Prancing reindeer and minibulbs White and warm white. Alt colours available	1900.00	201.60	inc	£3,916.00
Company C	£1,290.00	Various	£1,600.00	inc	inc	£2,890.00

ALTERNATIVE/ ADDITIONAL OPTIONS.	Alternative Suggestions	Description	Installation & Removal	Fittings	Storage	3 year contract - Annual Charge
Company B.	£99.00	Various wall mounted motif. Individual	93.50	36.00	inc	£228.50
Company C.	Tree £375.00 Star-£195.00	3D Feature Columns	Inc.	inc	inc	Tree £375.00 Star-£195.00

All costs are net of VAT.

HASOCKS PARISH COUNCIL

To: Grounds & Environment Committee

Date: 9 July 2020

Contacts for this report: Deputy Clerk

Subject: Agenda Item 11.2 – **FESTIVE LIGHTS. Merry Christmas Hassocks Motif**

1. At the G&E meeting held on 25 February 2020 Members were informed that the Merry Christmas Hassocks Frame has started to fail in sections, which is to be expected over a period of time. Members were invited to consider the various options and agreed that keeping the original frame was the preferred option. It was therefore AGREED that a complete refurbishment would be the preferred route at the provided guide price of £1200 plus VAT if a guarantee were provided with the work. The Deputy Clerk was requested to explore this option further and report back.
2. The contractor has confirmed that a 12 month warranty would be provided on the refurbishment. However if the same contractor is selected to provide the festive lighting contract for Hassocks over the next three years, the warranty would be extended to cover the three years.
3. The funds to cover the cost of the repair would need to be drawn from General Reserves.
4. **OFFICER RECOMMENDATION.** Members are invited to approve the refurbishment of the Merry Christmas Hassocks motif and to present a recommendation to Full Council for the approval of the expenditure of up to £1500 net from General Reserves to cover the cost of the refurbishment.