



EAST GRINSTEAD TOWN COUNCIL

Council Offices, East Court, College Lane, East Grinstead, RH19 3LT

Phone: 01342 323636

www.eastgrinstead.gov.uk

Town Clerk: Samantha Heynes FdA (Comm Gov) FSLCC

Email: townclerk@eastgrinstead.gov.uk

Committee Quorum is 3

18 February 2026

Dear Councillor

You are summoned to attend a meeting of the **ENVIRONMENTAL AND SUSTAINABLE TRAVEL COMMITTEE** to be held at **THE COUNCIL CHAMBER, EAST COURT** on **TUESDAY 24th FEBRUARY 2026 at 7.30PM**. Where possible please clarify any points or raise questions before the meeting with the Clerk or Chairman to ensure an answer can be given. If you are not able to attend and wish to send a substitute, please advise the Clerk as to whom your substitute will be.

Non-committee members wishing to attend and speak must ensure that they seek permission from the Chairman before the meeting starts and should indicate the item they wish to speak on.

Yours faithfully

Samantha Heynes
Town Clerk

Order of Meeting

7pm Public Participation

Members of the public may attend the meeting in person or remotely. There is a period of up to 15 minutes for public questions relating to items on the agenda.

Any question must be submitted to the Town Clerk 24 hours in advance of the meeting, referencing the agenda item it is related to.

Each member of public will be able to speak for a maximum of 2 minutes and will have no right of reply. If a question cannot be answered at the meeting, a written response may be provided at a later date.

The Chairman's interpretation of the standing orders is final. Should there be no questions, or the questions complete before the end of 15 minutes the Chairman will move along to the agenda and public participation will end.

To request the meeting link, please contact townclerk@eastgrinstead.gov.uk no later than noon on the day of the meeting.

Agenda

33. Apologies for Absence/Substitutions
34. To receive Members Declarations of Interest.
35. To approve for accuracy the minutes from the meeting of 25th November 2025.
36. Chairman's Update
37. Shared Surfaces Working Group (Town Centre Improvement Plan) Update
38. Bee the Change Garden Design Competition Update
39. Pollinator installations Update
40. To note the Action List

Future dates of Council and Committee meetings are:

14th May	Annual Town Council (Mayor Making)
21st May	Planning
4th June	Estates and Environment
18th June	Community and Tourism
25th June	Finance & General Purposes



EAST GRINSTEAD TOWN COUNCIL

Environmental and Sustainable Travel Committee Report

Tuesday 24 February 2026

Agenda Item 37 - Shared Surfaces Working Group (Town Centre Improvement Plan)

A meeting was held with EGTC officers, MSDC officers and representatives from the East Grinstead Business Association on the 19 January where a summary of the final report was presented by the consultants DWG. A further workshop meeting will be held on the 16 March to review the recommendations and consider how achievable they are moving forwards and agree the next steps, with the continuation of the Town Councils involvement.

In addition, MSDC have advised that their consultants are ready to commence the BID Feasibility Project for East Grinstead. This will involve the input of both EGBA and EGTC as key stakeholders as well as surveying local businesses. A introductory meeting is being arranged for March with EGTC officers, which will be followed by a visit to East Grinstead by the consultants.

Agenda Item 38 – Bee the Change Garden Design Competition

The competition will be launched by the end of February with the terms and conditions agreed at the previous meeting. It is recommended as the next Committee meeting will be on the 4 June (Estates & Environment), that the Committee delegate Cllr. Steve Ody and Cllr. Julie Mockford to work with officers in respect of any additional decisions that might need to be made prior to the next meeting relating to the competition.

Agenda Item 39 – Pollinator installations

As agreed at the previous meeting Sussex Green Living has been approached in respect of the purchase and installation of two maxi pollinator stations, and the Deputy Town Clerk is working with them to arrange installations in a suitable location. The installation will be combined with a mini educational event whereby representatives from local schools could attend.

Bloomin Arts, the charity who were looking to install some sculptures/installations at East Court have advised they were not successful with their funding bid, so the project they were working on will not proceed. However, further opportunities of working with them in the future may be possible.

Meeting	Min No	Details	Date	Action by	Comments	Status	Date completed
E&ST	26	Lowdells Lane Update - re possible cycling/Walking Route	25/11/2025	Clerk	WSCC now including Lowdells Lane in their current active travel feasibility study.		
E&ST	29	Renewable Energy - to continue looking at options at OCH	25/11/2025	Clerk	Initial proposals provided, looking to review this again in coming weeks.		
E&ST	30	To launch the Bee The Change Garden Design Competition	25/11/2025	Deputy Clerk	Launch in the New Year		
E&ST	31	Purchase 2 pollinator station units and install. Deputy Clerk to contact EG Beekeepers Association.	25/11/2025	Deputy Clerk	Liaising with Sussex Green Living and looking to tie this in with potential installation on World Bee Day on 20th May.		