

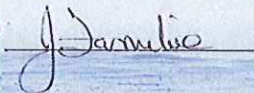


THE ANNUAL TOWN MEETING WILL BE HELD IN THE ANZAC ROOM,
COUNCIL OFFICES AT COMMUNITY HOUSE, MERIDIAN CENTRE,
MERIDIAN WAY, PEACEHAVEN BN10 8BB on
TUESDAY 9th MAY 2017 at 6PM
YOU ARE CORDIALLY INVITED TO ATTEND

Welcome delivered by the Town Mayor Councillor Jean Farmiloe
Report of the Council presented to residents of the Town

1. To approve and sign minutes of the
meeting held on 26th April 2016
2. Policy and Finance
3. Leisure and Amenities
4. Planning and Highways

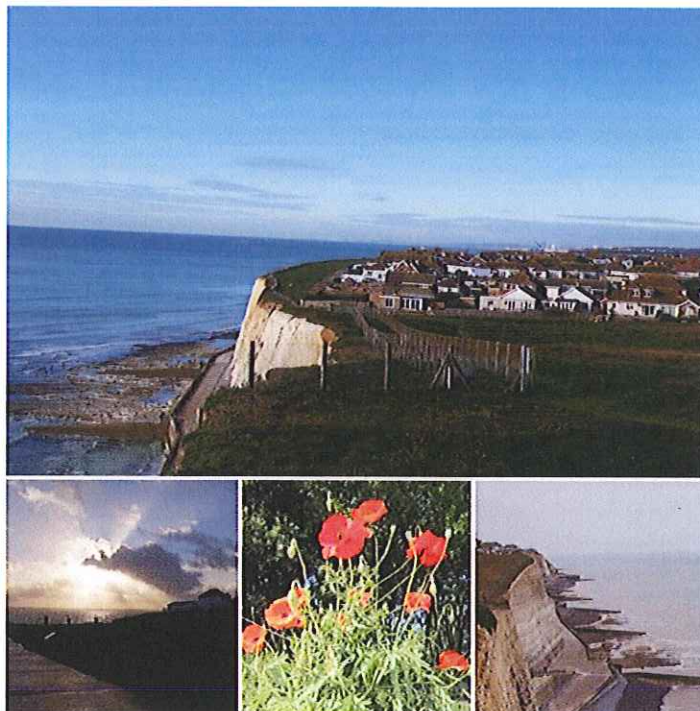
Residents Questions
Mayors Appeal
Local Organisations and Grant Awards
Recognition Awards
Presentation - Military Covenant

SIGNED  **CHAIR OF THE COUNCIL**

Questions from residents must be received in writing prior to midday on
Friday 5th May 2017 sent FAO The Town Manager, Council Offices,
Community House, Meridian Centre, Meridian Way, Peacehaven BN10 8BB
or by email to clairelacey@peacehavencouncil.co.uk We will endeavour to
answer all questions verbally at the meeting



PEACEHAVEN TOWN COUNCIL ANNUAL REPORT 2016/17



Community House, Meridian Centre, Greenwich Way

Peacehaven, East Sussex, BN10 8BB

Tel: 01273 585493

Email:

info@peacehavencouncil.co.uk

Website:

<http://www.peacehavencouncil.co.uk/>

Facebook:

<https://www.facebook.com/Peacehaven-Town-Council-236861203082964/>

Twitter:

<https://twitter.com/PTCinformation>



Peacehaven Town Council would like to share with you some of our achievements and activities of the previous year at this, our Annual Town Meeting on Tuesday May 9th 2017



The Town Council have a duty to achieve the best for the town. To do this we consider our ways of working and ensure we have both short, medium and long term strategies in place, including:

- The design & delivery of the services we provide
- The way in which we prioritise and allocate our resources
- The way that we use our resources to ensure value for money

Many of the issues we have identified may take a number of years to reach fruition. Many will require significant amounts of money. The Business Plan will be reviewed annually. The Plan will be published and we will seek feedback, report on our progress and remain flexible and open to change



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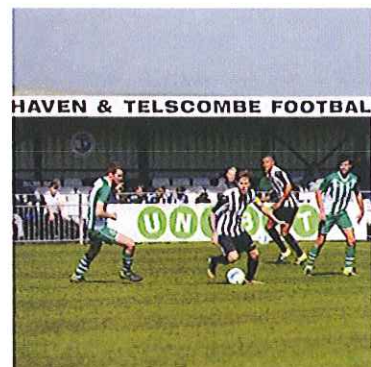
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WHAT WE DO – AN EFFECTIVE, TRANSPARENT AND OPEN COUNCIL

Our areas of responsibility include:

- Management of Town Council's budget and setting of Towns Precept (Council Tax)
- Maintenance of Centenary Park (AKA Big Park) and Sports Facilities
- The Hub, MUGA, Café, Bowls Club, Football Club and play equipment
- Maintenance of car park at Sports Ground, Piddinghoe Avenue
- Ownership and maintenance of:
 - Allotment sites
 - Meridian Pillars/Obelisk on SCR and Meridian Line
 - The Dell Park and Play area, incl play equipment
 - Firle Road Park and Play area, incl play equipment
 - Epinay Park and Play area, incl play equipment
 - The Oval Park and conservation area
 - Howards Park (AKA Peace Park) incl Petanque area
- 11 bus shelters around the town
- 6 street lights / attached to ESCC lampposts
- 21 refuse bins / dual waste
- 42 benches around the town
- 16 Wooden planters
- Management of grass cutting of verges around the town (map available on website)
- Consider and comment on planning applications within the Town
- Call in applications at Lewes District Planning where required
- Provide feedback on consultations received to LDC & ESCC





PEACEHAVEN TOWN COUNCILLORS

North Ward



Cllr. Brian Gosling



Cllr. Melvyn Simmons



Cllr. Andy Loraine



Cllr. Rachel Coles



Cllr. Ann Harrison



Cllr. Amber Robertson

East Ward



Cllr. Reg Farmiloe



Cllr. Andy Smith



Cllr. Jackie Harrison-Hicks



Cllr. Jean Farmiloe



Cllr. Dave Neave



Cllr. Ron Maskell

West Ward



Cllr. Job Harris



Cllr. Robert Robertson



Cllr. Daryll Brindley



Cllr. Lynda Hallett



Cllr. Wayne Botting



PEACEHAVEN TOWN COUNCIL RESPONSIBILITIES

- Set out the objectives and plans for the Town Council. Recognise the needs and wishes of our residents and community groups. Ensure that we have a common vision for Peacehaven
- Help the Town Council fulfil its role within the community
- Communicate the Town Council's vision and plans to local people
- Support local people to become involved in shaping the future of where they live

If you require any further information that would help you understand what we are trying to achieve, please let us know.

We can also provide additional information on issues relative to the town. We appreciate your comments which we endeavour to address

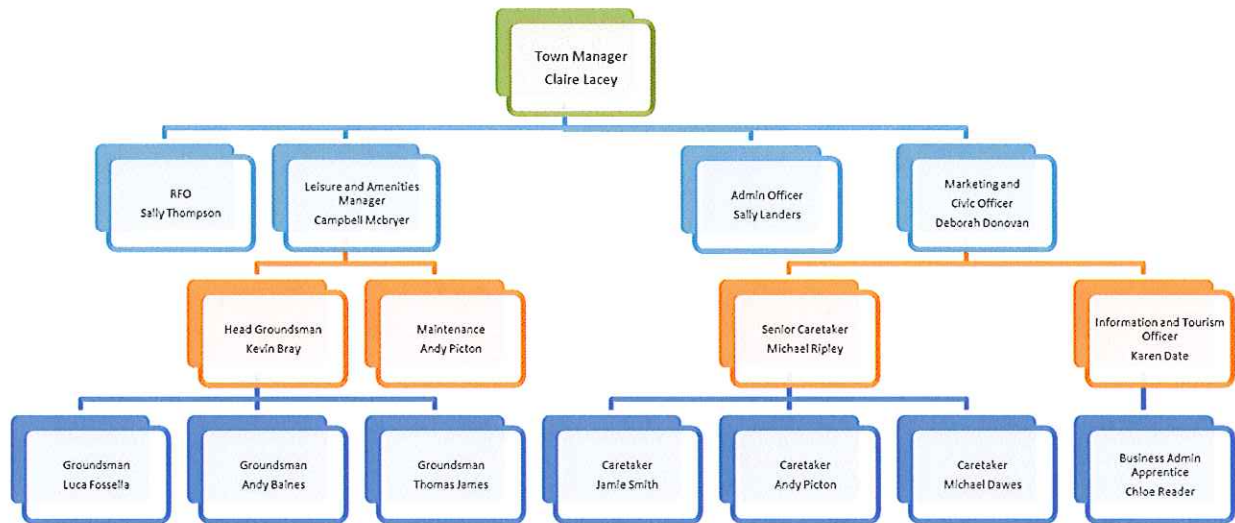
The Town Council will follow the Council's Best Practise protocols at all times. Our Mission Statement can be found on the Town Council notice board and on the website

www.peacehavencouncil.co.uk





PEACEHAVEN TOWN COUNCIL OFFICERS





STRATEGIC OBJECTIVES

- To help create a socially inclusive, caring and economically viable community which embraces all its residents irrespective of age, culture, income, race or religion and which seeks to develop their wellbeing, knowledge, understanding and mutual co-operation
- To provide high quality, efficient, cost effective and sustainable services
- To promote and encourage the provision of a range of leisure, social, recreational and community educational facilities in the Town
- To provide a channel for the views and expressions of the local community and be responsive to its needs and aspirations
- To develop partnership and agency working with public and private sectors in terms of resources and finance for the benefit of the community
- To develop the role of the Council under the concept of the Quality Councils scheme
- To liaise with and support local community associations
- To develop and work in partnership with residents, local businesses and local organisations
- To develop Council meetings as a method of public engagement
- To improve the Town Councils role within the local community
- To be an advocate for local residents and business to address local issues
- Some of our specific objectives for 2016-2019 are:
 - Seek to engage with the business community
 - Produce a Neighbourhood Plan
 - Provide more allotments for Peacehaven residents
 - Attempt to alleviate parking and traffic issues along the South Coast Road
 - Produce a 'tourism/visitor guide' booklet, including the Meridian Line
 - Enhance and educate the residents on the Towns history, archaeological huts in the Big Park, Meridian walks, heritage boards etc
 - Compile and maintain an emergency plan for the Town
 - Encourage and help develop more inclusive facilities for all ages
 - Strengthen Town Council/Police relationships at operational level
 - Support the existing Community Speed Watch group / working with SLR

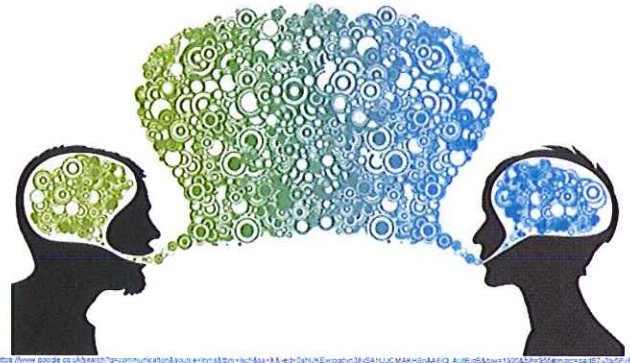


COMMUNICATION STRATEGY

The work of the Town Council is vital to the operation of our town and our community. Community involvement and interaction is essential and the Council will work to keep our residents informed of Council decisions, plans and actions

Clear Communication to residents by the Council is essential in order that residents understand what the Council is doing to benefit our community. **We will listen to the views of local people and make representations on their behalf whenever possible. We will promote our work via the ENews Magazine, Facebook, Twitter, in notice boards and on our website**

We ensure that the Council's work and deliberations are conveyed to residents. This will ensure our decisions reflect the wishes of our community



The Town Council's website has been running for many years and hosts policy documents, financial statements and minutes to previous meetings, as well as contact details and pecuniary interests of the Councillors. The Facebook page was set up in 2014 and this provides quick reaction to problems in the town. With many 'friends', it allows us to get information around the town quickly

Please sign up for our ENews Magazine which is completely no cost and will be automatically sent to you by email each month –

<http://www.peacehavencouncil.co.uk/newsletters/>



COUNCIL MEETINGS

The Town Council holds meetings regularly. Members of the public are always welcome to attend – please see the link to website with dates

<http://www.peacehavencouncil.co.uk/council-services/peacehaven-town-council-meeting-agendas/>

Standing Committees are in place to make decisions on specific issues. These include Policy and Finance Committee, Leisure and Amenities Committee and Planning and Highways Committee

In addition, the planning committee may also meet weekly to discuss any planning applications which require calling in prior to the District Planning authority meeting / if there are any planning applications for consideration

When, and if, necessary extraordinary meetings may also be called

The Annual Town Meeting is held between 1 March and 1 June (inclusive) each year. This meeting is an open to everyone in our community. Residents may ask questions of their councillors

All public meetings are advertised publically. Three clear days' notice will be given to notify our community of these meetings



<http://www.peacehavencouncil.co.uk/council-services/peacehaven-town-council-meeting-agendas/>



LEWES DISTRICT COUNCIL



Representing Peacehaven Town Council on matters of planning, licensing and environmental issues at Lewes District Council

North Ward



Cllr. Andy Loraine



Cllr. Elayne Merry



Cllr. Nigel Enever



Cllr. Jackie Harrison - Hicks

West Ward



Cllr. Dave Neave



Cllr. Robert Robertson

EAST SUSSEX COUNTY COUNCIL



Representing the wishes of Peacehaven Town Council to East Sussex County Council for Highways, potholes, bus routes, street lighting via servicing local relations committee



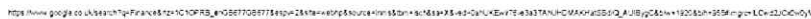
Cllr. Ian Buchanan



Cllr. Phil Howson



The Council this year recruited a new RFO / Responsible Finance Officer who facilitates the effective exercise of the Council's functions, including arrangements for the management of risk and the prevention and detection of fraud and corruption



The Annual Return is displayed in the notice board in Community House each year by 30th June, to inform residents of how their money has been spent in the previous year



POLICY AND FINANCE COMMITTEE

The Council must set its own policies whilst meeting statutory guideline changes for local councils. Council policies are regularly updated to reflect statutory changes. This includes reviewing Standing Orders, Financial Regulations and other documents on an annual basis

This year the Policy and Finance Committee have adopted in excess of 28 Policies and Procedures, to ensure residents, Councillors and Officers are protected and kept informed of the most current legal information. Councillors have reviewed their own Terms of Reference for Committees and some updated, after requests from residents to become more informed of the way Councils run

The Mayors Handbook, Admin procedures and Protocols that were implemented include - Health and Safety at Work etc. Act Policy, Fire Precautions, Child Protection and Vulnerable Persons Policy, Lone Working and Flexible working policy, Dignity and Respect at Work Policy, Complaints Policy, Correspondence Policy, Data Protection Policy, First Aid Policy, Certifying Documents Policy, Tree Work Policy, Beekeeping Policy, Allotment Policy, Telephone Policy, Wildflower Policy, Memorial Benches Policy, Lone Working guide and PV form



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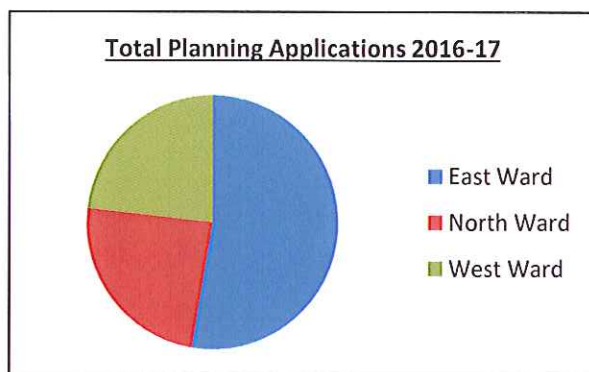
The Committee have agreed a budget for 2017/18 of £625,368 which is approx 1.8% increase on last year and one of the most lenient in the country. The Council wanted to provide value for money for its residents and allow for future works to improve the Town

The Council has significantly healthy reserves, both ear marked and general. We have tapped into Section 106 money for leisure and recreation facilities, spending money brought to the town by developers on the residents who need those services – this financial year we have allocated in excess of £250,000 to play equipment and improved facilities which we hope you will enjoy

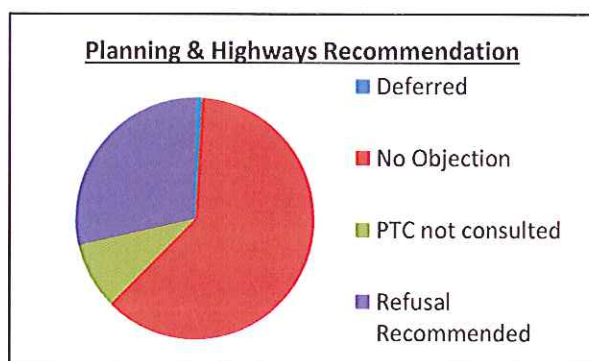


PLANNING COMMITTEE

Chair – Cllr Job Harris, Jackie Harrison-Hicks, Andy Loraine, Daryll Brindley, Reg Farmiloe, Brian Gosling, Lynda Hallett, Ann Harrison, Melvyn Simmons



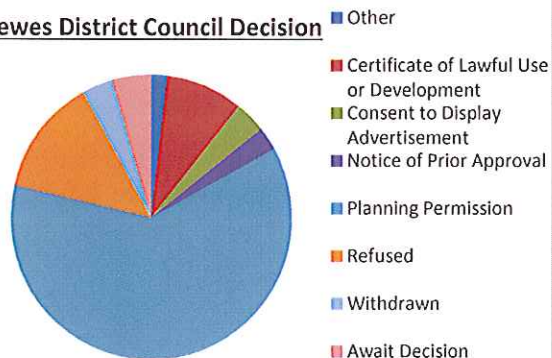
The Planning Committee meet regularly to discuss planning applications submitted in the town and provides a response to the District Council, as a statutory consultee



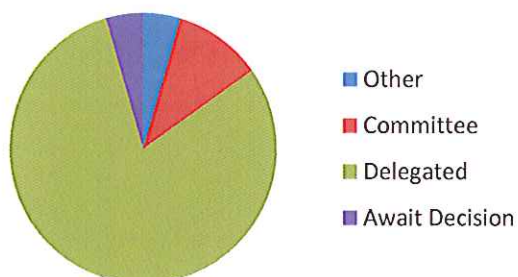
Planning applications which are considered by the Council, range from simple decisions such as the installation of a service box in a layby, to more complex and controversial applications such as applications for large housing developments

This year the Planning and Highways Committee have discussed many applications, the charts attached show how many have been approved and how many have been declined

Lewes District Council Decision



Lewes District Council Decision Level



East Sussex County Council are responsible for fixing potholes. Please contact them on 03456080193, or report online at: www.eastsussexhighways.com.

The committee also oversees the maintenance and replacement of bus shelters, street light repairs and replacements and public benches on the highway, reporting any significant to ESCC SLR Committee (external body with LDC and ESCC representatives)





GRASS CUTTING



"Countryman's Contractors are happy to be cutting Peacehaven again for the second consecutive year. As we are also local residents ourselves, we like to see it neat & tidy. We are looking forward to our continuous working partnership with Peacehaven Town Council, for many years to come"

Date	Cut #	Time between cuts
10/04/2017	1st cut	3 weeks
01/05/2017	2nd cut	3 weeks
29/05/2017	3rd cut	4 weeks
26/06/2017	4th cut	4 weeks
24/07/2017	5th cut	4 weeks
21/08/2017	6th cut	4 weeks
25/09/2017	7th cut	5 weeks

If you have any queries, please contact Countryman's directly:
 ESCC Highways Depot, Burwash Road, Off A265 Heathfield, TN21 8RA,
 01273 814816 / 01435 817 300

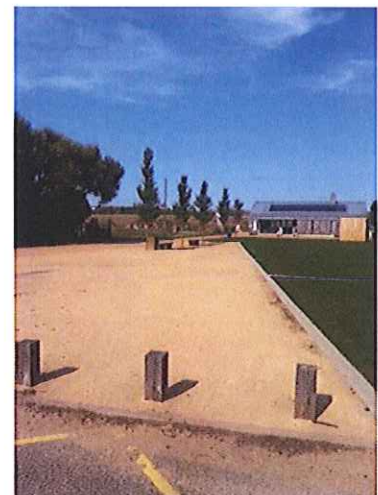


LEISURE AND AMENITIES COMMITTEE

Chair Cllr Rachael Coles, Robbie Robertson, Brian Gosling, Lynda Hallett, Job Harris, Jackie Harrison-Hicks, Andy Loraine, Ron Maskell, Amber Robertson, Melvyn Simmons

The Leisure and Amenities Committee makes decisions in relation all public space in the town, with the exception of designated areas (Memorial Park, Cliff top / The Promenade). The committee oversees grass mowing on verges, the maintenance and replacement of public benches, advertising boards, litter and dog bins and looks after any council property affecting our local environment

We have a Grounds team that look after all aspects of our playing fields. Their work includes regular inspections of play equipment in our six play areas (Firle Road, Epinay Park, The Dell, Big Park Play areas and the Skatepark Basin). They take care of any maintenance issues relating to Parks and Community Sports areas



This year we have installed many new facilities at The Dell, ensuring all our residents are included in the design. Working Groups worked for many months, supported by residents, to enable us to source designs suitable for people of all ages and abilities. The new play area now incorporates a wheelchair swing, a trampoline, a storytelling area, new pathways and picnic benches for families to sit and enjoy the beautiful views across the English Channel. The Grounds team new van graces the parks and gardens at a crucial time of year for them to lay out our football pitches. The water leak was fixed by a local tradesman who parked on the pitch with infamous ducks on their dashboard and we will welcome them back to fix our water leak during the summer.



ALLOTMENTS

Our allotment sites are monitored by the Information Office with quarterly inspection reports made available to the Leisure and Amenities Committee. Our work includes the maintenance of grass cutting, trees and allocating allotments on a rotational basis to Peacehaven residents only



This year after much consideration and research, the Committee decided to increase the service charge at the Allotments in Cornwall Avenue, to support future developments on the site. An increase of £2 per year may not seem like much, but in percentage terms it was significant to some plot holders. We want to support residents as much as possible to get out doors, to use the facilities that we as a Council offer and anticipate upgrading the pathway and plot layouts to make it more user friendly in the future

The Allotment Policy was brought in for Officers to ensure terms and conditions for hirers were clearly spelled out. Allotment holders have also received their own plot numbers which were made for no cost by the lovely Andy Picton, one of our Caretakers and now a Maintenance professional for the Council





THE DELL INCLUSIVE PLAY AREA

The Dell Park in Peacehaven is a beautiful natural area with fantastic views out to sea

For years residents of Peacehaven have been able to use The Dell for play and to enjoy the beauty of our coast. In more recent years a play area was created to allow younger residents to be included

Peacehaven is home to a number of disabled residents, including a number of children. The Town Council has a policy to include all of its residents in their plans for Leisure and Amenities. A Plan was created to improve disabled access to The Dell, to allow disabled children to play alongside able bodied children. The Play Area at The Dell has now been restructured to become an inclusive play park. This includes an accessible swing which is one of very few in the UK. The swing allows wheelchair users, including those in electric wheel chairs, to enjoy the park alongside their able bodied friends. A new trampoline has also been installed which allows children to benefit from gentle bouncing exercises

At the centre of the new play area is a Story Telling Chair

The land on which Peacehaven is built has an ancient history of Bronze Age Warriors and Iron Age Settlements. The Story Telling Area at the Dell harks back to ancient times when great tales were told. Our history was handed from generation to generation weaved amongst these stories. The Story Telling Area allows all children to come together to listen to these tales in the beautiful and exciting inclusive children's area





SUSSEX POLICE

The Council Officers work with Sussex Police in areas concerned with crime and anti-social behaviour

This year has been particularly difficult with young people accumulating in the Meridian Shopping Centre and in local parks around Peacehaven, since losing their regular youth 'hangout' through arson. Although the individuals didn't cause a problem, residents were concerned that this was an issue which needed to be dealt with

There has been a marked increase in ASB and criminal damage in the town this year, with 11 specific insurance claims made through our insurer. The Council teamed up with the Joint Action Group in Lewes at Eastbourne, as well as Targeted Youth Support to find a way of moving this forward, working with the Managing Agents at the shopping centre, the Police, Fire Authority and a variety of other partners





YOUTH GROUP

The Council devised a way of working with young people, to show that their input into Town Council activity is valued and proceeded to set up a Youth Group to work with 14 – 18 year olds each Monday Evening. The Group was supported by a Grant from JAG to kick start a programme of activities, offering their Sports Hall to provide boxing training and skateboard ramp manufacturing for the young people

Activities were delivered by adult ratio of 1 for every 3 teens, encouraging them to design and build various items for the town, as well as taking part in physical training exercises, delivered by an independent Football Coach and sports trainer, the young people are in the process of making skateboard ramps, filming and providing video clips for the Town Council website, boxing training and delivery of an event in the town during 2017



They will be making wooden flower boxes, painting fences in the parks, running drawing competitions for younger school children and other small projects to enhance the town, having fun while they are doing it

The project has been piloted by Zero Degrees, Grant Winter, who has given his time freely to show the youngsters how to use power tools, design aerodynamic pump tracks, take part in the skate festival. Through a series of police and Crime Commission led grant funding, they have even have free pizza at the group. Youth Taskforce as it is now know, was joined by a Youth Trainer and talented young sports person Harry Loraine, who coaches Football and Referee skills. The East Sussex Fire and Rescue Service, Targeted Youth Support and Military Cadet Corps will be supporting throughout the remainder of the year



PEACEHAVEN AND TELSCOMBE BOWLS CLUB

The past year has seen fantastic changes following significant grants from the Olympic 2012 Lottery Fund and others in 2015/16. We have extended our pavilion by six metres to enable Short Mat bowls to be played indoors. We have built a terrace from which visitors can enjoy watching whilst relaxing in the sun and we are building full disabled facilities within our pavilion

Announced very recently, we have received a second grant from the Lottery Fund (Sport England) which will enable us to purchase wheelchairs and other equipment to enable participation in bowls by many disabled, both indoors and out on our excellent green. By the start of 2018 we will have one of the best bowls clubs in the County, fully equipped for all, young and old. Come and see for yourself

If you are interested in joining, contact Frank or Ted on 01273 584741 or 01273 586217

Our local Town Councils have supported us all the way

Frank Leach

Club Secretary





COMMUNITY GROUPS AND CHARITIES

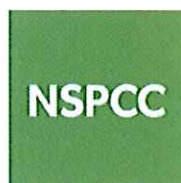
The Council works with other governmental bodies and non-governmental organisations to represent the community of Peacehaven

The Town Council is represented on a number of external organisations, including those listed on the website <http://www.peacehavencouncil.co.uk/council-services/councillors/>

Peacehaven Town Council also support a number of charities who benefit from section 137 of the Local Government Act which allows the Council to provide Grant Funding to local charities and groups who benefit the local community

This year we have given out in excess of £20,000 to Sussex Pet Rescue, NSPCC Angels Walk, The Girl Guides, The Scouts, The Meridian School, SCDA, Targeted Youth Support, Sussex Wildlife, Coastwatch, the WI, INAA, ABC Fund, Deans Senior Tea Club and Revitalise Respite Holidays, as well as many more

CHARITIES AND COMMUNITY GROUPS SUPPORTED BY PEACEHAVEN TOWN COUNCIL



PEACEHAVEN HORTICULTURAL SOCIETY

PEACEHAVENPLAYERS
Theatre Group



COMMUNITY ENGAGEMENT / EVENTS / MAYOR SUPPORT



This year our Mayor Jean Farmiloe has raised money for her chosen charities, including Sussex Pet Rescue, The Scouts and Cubs, NSPCC Angels Walk and the Rotary Club

Jean has attended many events with her husband Reg and promoted the Town with real pride, raising in excess of £12,000 for her charities

Jean has supported and been an active member of the Royal British Legion and took great pride this year in signing her name on many Council minutes, including accepting a cheque for £180, 020.62 from Bovis Homes for a piece of land gifted to the Town and presenting the Military Covenant to the Town. This will allow the Cadet corps to be represented in future years at our Remembrance Day Parade and Civic Service. It has been wonderful to see our Mayor fulfil her duties in such a remarkable year



The Mayor also signed over the Constitution to the Peacehaven Taskforce which was set up by the Town to deal with issues not being met by other authorities. Initially resources were being wasted with persistent reports from residents, complaining about overgrown areas in the Town. The Mayor worked with the Town Manager and set up the Volunteer contract and encouraged local residents to join them weekly, to clear public paths and alleyways of debris and make the town look lovely again



The Taskforce meet in different locations around the town, including Howard Park (where, while cutting back the overgrowth, they uncovered the badgers set and met with rabbits the size of small Labradors) They have helped the Grounds team remove the gorse from The Big Park and relocated them in the Orchard and are working with partners to make us a hybrid Peacehaven Apple tree (watch this space)

The Beekeeping Policy is in place now, to support Peacehaven as a Bee friendly town, after the Council decided they wanted to encourage Beekeepers in the Big Park – it also allows us to work more ecologically and to look for areas we can grow beautiful flowers. The 'Peacehaven' honey is just divine

Sue Griffiths, Gary Johnson and Joan Goldrich were the first three Peacehaven Taskforce Members and all three will be honoured at our ceremony today

For anyone wishing to support Peacehaven Taskforce, please come into the Information Office to pick up a Volunteer form and we will be happy to give you the contact details of when the Volunteers next meet or call 07340 567992



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https://www.google.co.uk/search?q=communication&source=lnms&btnoch&sa=X&ved=2ahUKEwjgdy38SAHUJCMAG-SAA6Q_AuBQ&biw=1276&bih=755&from=ai&gs_l=imgr&imgr=600m&sz=275&id=...

A photograph of a white, square tower with a green dome on top, situated on a grassy hill overlooking the sea. A path leads towards the tower, and a small building is visible in the background.

<http://www.geograph.org.uk/photo/2006581>



OUR THREE YEAR PLAN

These focussed working groups / task groups meet on a regular basis. They discuss their areas of responsibility and agree actions to be taken. Some actions are reactionary, such as fixing a bench. Other actions may be strategic relating to projects to bring future improvement to the town

- Reactionary actions are resolved through our committee council meetings
- Strategic objectives require more planning and discussion
- Our business plan sets out our strategic objectives during the next three years

Grants and Employment Sub Committees

This group is made up of the Chairman from the other task groups and committees. It meets once or twice a year, as necessary, to discuss employment issues and more importantly the budget and Precept for the future year.

Neighbourhood Plan Steering Committee

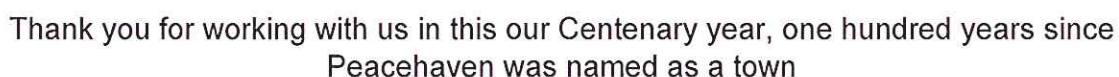
This group are creating a Neighbourhood Plan for our town. The group is led by residents; it is supported by the Town Council. The group has financial links to external organisations such as ACRE, this is in line with the Lewes District Core Strategy. The Neighbourhood Plan should be published during 2018. The plan is being created in partnership with Telscombe Town Council

Peacehaven Task Force

Volunteers, including Councillors and Residents have been working on amenities around the town. The Task Force works within charitable guidelines and pays only for materials for works such as painting fences, litter picking and small fundraising activities. The group is intending to raise a legal constitution and become a charity in their own right. This will allow them to bid for grants and donations to support Town Enhancements. Risk assessments are carried out by Council Officers for each project assisted by the Chair of the relevant Committee.

Heritage Working Group

Volunteers and Councillors are working together to devise a heritage trail for Peacehaven. A working group has been created to examine projected costs to create a trail for the recreational areas in our town. This group will feed its findings and recommendations to Leisure and Amenities Committee.



We shall continue to support our residents as the town grows and develops, providing an ongoing sense of community, whilst also being friendly, approachable and willing to listen

We would like all of our residents to be proud of where they live, to feel a sense of achievement in driving the town forwards and ensuring their recreation and main services are maintained and improved

Peacehaven Town Council looks forward to working with and on behalf of their residents through 2017 and 2018

