

Minutes of a meeting of the **COUNCIL** held in the **ANZAC ROOM**, Meridian Centre, Peacehaven,
Tuesday 19th July 2016 at 7:30pm.

Members

Councillors:	Wayne Botting	Jackie Harrison-Hicks
	Daryll Brindley	Andy Loraine
	Rachael Coles	Ron Maskell
	Jean Farmiloe (Chair)	Dave Neave
	Reg Farmiloe	Amber Robertson
	Brian Gosling (Vice Chair)	Robbie Robertson
	Lynda Hallett	Melvyn Simmons
	Job Harris	Andy Smith
	Ann Harrison	

Present:

Councillors:	Wayne Botting	Ann Harrison
	Rachael Coles	Jackie Harrison-Hicks
	Jean Farmiloe (Chair)	Andy Loraine
	Reg Farmiloe	Amber Robertson
	Brian Gosling (Vice Chair)	Robbie Robertson
	Lynda Hallett	Andy Smith
	Job Harris	

ESCC Cllr's: Phil Howson

In Attendance

Claire Lacey – Town Manager
John Kocher – Corporate Services Manager & RFO
Sally Landers – Administration Officer

GENERAL BUSINESS

C126 MAYOR'S ANNOUNCEMENTS

Health & Safety Announcement

Thank you for attending this evening. We are not expecting any emergency evacuations from the building, however in the event of an emergency, please leave the building by the safest route possible and meet on the grassed area on the opposite side of the car park. Do not re-enter the building until you are informed by a member of staff that it is safe to do so. Please also switch your mobile phones to silent

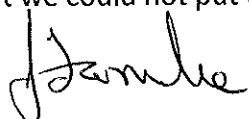
Summer Fair

I, along with approximately 2,500 residents and visitors to Peacehaven had an amazing time at the Summer Fair which was held at Centenary Park on Saturday and was a complete success making over £3,000 with donations still coming in.

Many compliments were received on Saturday and even today members of the public are still coming into the office to say how much they enjoyed the fair and expressed their hope that this would be an annual event.

I would like to thank all Officers, staff, volunteers and Councillors who assisted during the day, without their support we could not put on an event of this size.

Signature:



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C126 MAYOR'S ANNOUNCEMENTS continued

Historical Information

At the Leisure & Amenities meeting on 12th April, further information was requested with regards to the history of the Town Pillars.

Peter Seed has very kindly provided these pictures and the following information:-

The comment at the Leisure & Amenities meeting with regards to the metal rod within the Town Pillars seems to be confirmed by Tony Payne's account - but only for the eastern pylons. As stated the pylons marked the boundaries of Charles Neville's Peacehaven estate. He had further estates to the east which included Peacehaven Heights and in Newhaven - Harbour Heights, Valley and River estates and substantial estates to the west of Peacehaven. At Friars Bay (within contemporary Peacehaven) there were several other developers, notably Arthur Harrison at Cliff Park whose developments pre-dated those of Charles Neville.

New Monthly Event

Starting on Wednesday 24th August at 2pm here in Community House, there will be a bingo afternoon in aid of the Mayor's local charities, all are welcome.

Debate:-

Cllr. R Robertson proposed a two minute silence due to the events in Nice and suggested the Council writes to its twin town in France

Cllr. J Farmiloe agreed with proposal and suggestion

Councillors and those in attendance observed a two minute silence

C127 PUBLIC QUESTION TIME

ESCC Cllr. P Howson

The ESCC Councillor re-iterated the Mayor's comments with regards to the success of the Summer Fair and stated he was disappointed to note that not all Peacehaven Councillors attended. The ESCC Councillor praised the Officers, staff and helpers who assisted during the event.

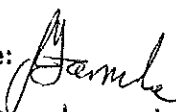
The ESCC Councillor noted with disappointment that income from bingo events would not be allocated to the Mayor's Charity Fund as suggested. The ESCC Councillor noted that in the past he assisted with these events and stated he would not be doing so in the future as they were not in aid of charity.

Mae Pond – North Ward

The resident queried page 9/91 and requested an update with regards to the legality of a Councillor from another political party substituting at Committee meetings

Cllr. J Farmiloe stated a written response would be provided

Signature:



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Date:

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C127 PUBLIC QUESTION TIME continued

Action: Provide written response to Mae Pond with regards to the legality of a Councillor from another political party substituting at Committee meetings

The resident requested an update with regards to sourcing accommodation for the CATS Club

C Lacey confirmed discussions were taking place and noted she was not in a position to comment at present

Sue Griffiths – North Ward

The resident stated that the published list of associations had reduced and queried who decided which organisations should have Councillor representation

Cllr. R Coles queried which associations had not been listed

The resident noted that the Access Group and CTLA had not been listed

Cllr. J Farmiloe confirmed Cllr. B Gosling is the Council representative for CTLA and he would be presenting a report at this meeting

Cllr. J Harrison-Hicks re-iterated that Cllr. B Gosling is the Council representative for CTLA

The resident queried which Councillor represented the Access Group

C Lacey stated that this association no longer received Lewes District Council (LDC) funding and a contact within the group was not available at present, it was noted that discussions were taking place to form an Access Group

The resident confirmed that the Access Group was still operating

Cllr. J Farmiloe stated this would be investigated further

Action: Investigate current situation with regards to Access Group and contact their Committee if operating

Peter Seed – West Ward

The resident re-iterated the comments with regards to the success of the Summer Fair and noted that all who assisted with this event deserved high praise

C128 CONSIDER APOLOGIES FOR ABSENCE

Cllr. D Brindley – noted (family commitments)

Cllr. R Maskell – noted (holiday)


Cllr. D Neave – noted (prior commitments)

Cllr. M Simmons – accepted (recovering from operation)

C129 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

None

Signature:



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Date:

25/10/16

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C130 TO APPROVE AND SIGN THE NON CONFIDENTIAL MINUTES OF THE FOLLOWING COUNCIL MEETINGS

Annual Council 17th May 2016

Cllr. L Hallett proposed
Cllr. J Harrison-Hicks seconded

Approved

Debate:-

Cllr. R Robertson queried the protocol for wearing his 'Past Mayor' badge

Cllr. J Farmiloe noted the 'Past Mayor' badge could be worn at any time

Annual Return 31st May 2016

Cllr. L Hallett proposed
Cllr. J Harrison-Hicks seconded

Approved

Debate:-

Cllr. R Robertson queried page 17/91 with regards to the Peacehaven 100 year banner and queried if a response been sent to Mae Pond

C Lacey stated she would investigate

Action: C Lacey to respond to Mae Pond concerning location of Peacehaven 100 year banner

Cllr. A Harrison queried page 19/91 and questioned if the limit before quotes were sought for purchases had been discussed at Policy & Finance and if the amount had reduced from £3,000

C Lacey noted the most recent Policy & Finance meeting minutes were in draft form

Action: Investigate Policy & Finance agenda item to discuss reducing the limit before quotes are sought for purchases

C131 TO RECEIVE THE FOLLOWING NON CONFIDENTIAL COMMITTEE MINUTES

Committee – Planning & Highways 24th May 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. J Harris proposed
Cllr. R Coles seconded

Accepted

Debate:- none

Signature:

J. Harris

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Date:

25/10/16

Committee – Planning & Highways 14th June 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. J Harris proposed

Cllr. R Coles seconded

Accepted

Debate:-none

Committee – Planning & Highways 12th July 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. J Harris proposed

Cllr. R Coles seconded

Accepted

Debate:-none

Committee – Extra-Ordinary Policy & Finance 10th June 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

Cllr. J Harrison-Hicks proposed

Cllr. L Hallett seconded

Accepted

Debate:-none

Committee – Leisure & Amenities 21st June 2016

The **CHAIR** asked that the Minutes of the above meetings be **ACCEPTED** and the recommendations contained therein be adopted.

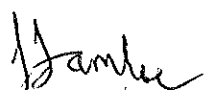
Cllr. R Coles proposed

Cllr. J Harrison-Hicks seconded

Accepted

Debate:-none

Signature:



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Date: 25/10/16

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REPORTS

C132 REPORT FROM COUNTY COUNCILLORS

ESCC Cllr. P Howson

Three Southern Counties Devolution

An update has been presented to ESCC Cabinet, a copy of which will be forwarded to Peacehaven Councillors.

Connecting 4 You Programme

This is a new initiative to develop a joint ESCC and High Weald Lewes Havens Clinical Commissioning Group health and social care programme, a copy of the report will be forwarded to Peacehaven Councillors.

Libraries

Customer demand for library services is changing, over the past five years there has been an 87% rise in use of the e-library and a 568% increase in the download of e-books.

Library opening hours will now be 10:00 to 17:00.

A detailed update will be forwarded to Peacehaven Councillors.

Schools

Rodmell School will remain open until 2017 when a further review will take place. The Pells school will close in July 2017.

Fire & Rescue Service

The Police & Crime Commissioner (PCC) is writing a business case to incorporate the Fire & Rescue Service. It must be noted that the previous Police Authority cost less than the current PCC system, however there is potential for savings within the emergency services when taking into account South East Coast Ambulances and developing shared services.

Cllr R Coles queried cuts to special needs support at Peacehaven Heights

ESCC Cllr. P Howson noted that the administration team at the school was excessive however Peacehaven could not afford to lose special needs support

Cllr. J Harris suggested Peacehaven Councillors write to ESCC concerning closures

Cllr. J Farmiloe noted that there is an on line petition

Cllr. R Robertson suggested the Mayor should forward a letter to ESCC

Agreed

Action: Mayor to write to ESCC with regards to closures

Signature: 

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C132 REPORT FROM COUNTY COUNCILLORS continued

Cllr. R Robertson queried the effect of the changes for Peacehaven library

ESCC Cllr. P Howson confirmed the changes will affect Peacehaven library at the end of the year

Cllr. A Harrison noted the staff cuts within the library service and stated that lone working was not a feasible option

ESCC P Howson noted that within the County there are 14 libraries and at each footfall has been taken into account confirming £20m in savings must be found

Cllr. J Farmiloe confirmed an email had been sent with information concerning the petition to save special needs support at Peacehaven Heights

C133 REPORT FROM DISTRICT COUNCILLORS

Cllr. R Robertson

The next LDC meeting was Thursday and therefore no current updates were available and noted with disappointment the situation with regards to the train service at Seaford

Cllr. J Harrison-Hicks

Previously written reports had been requested from LDC Councillors

C Lacey confirmed written reports would be requested from LDC Councillors for future agendas

Action: Request written reports from LDC Cllrs. for future agendas

Cllr. A Smith

Simon Kirby MP had been promoted to a senior post in the Treasury.

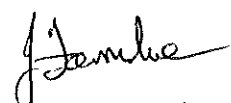
Any changes within local government were on hold.

Brexit had not been an issue for local businesses, in particular the North Street Quarter, with the exception of two contracts being lost in Eastbourne.

Shared services were being developed to save money and meet budget cuts

The Big Park Project (BPP) planned to deliver a bronze-age hut to be sited in front of the café. Potentially there is £100k to fund this and cover the costs of a member of staff to visit schools and provide educational visits to the hut. There is £50k reserved within the BPP budget which will be matched by a grant. If this part of the project does not proceed the monies will return to Section 106 for other recreational purposes. Councillors are requested to decide whether or not to proceed with the grant bid in order to continue with the proposal to site a bronze-age hut at Centenary Park

Action: Council agenda item to decide whether or not to proceed with a grant bid in order to continue with the proposal to site a bronze-age hut at Centenary Park

Signature: 

C134 REPORT FROM COUNCILLORS ON ASSOCIATIONS

Cllr. B Gosling – CTLA

Summary of CTLA Meeting at Hillcrest on 01/07/16

The main premise of meeting was to update on how CTLA was progressing from its early beginnings to now and what they hope to achieve in the future.

The meeting was opened and Maria Caulfield spoke how proud she was of being involved and how she was helping to promote the workings of CTLA.

The main aim of meeting was for those present to go out into their various communities and talk about what CTLA could do to benefit them in their every-day life, many folk, our-selves included had not realised that it was not just for the elderly but also for young mothers, something they admit needs more promotion within the local areas which those present represented a cross section of the community.

They also spoke of what they hope to achieve in the future as now many of our rural areas are isolated from having little or no transport and that they hope that this is something they can address. They also want to promote the hiring of the bus for local and events further a field they offer a good service competitive and reasonable rates.

It was on the 17th June this year that Sandra and myself represented Jean at a reception at the Hillcrest School to see the Lord Lieutenant Peter Fields present the £70 000 disabled bus to CTLA and then they took us on ride round Newhaven and Peacehaven ending at the Big Park for after-noon tea, this proved to be invaluable because many on the bus had not realised that the park existed so Sandra and myself were thus able to promote the Big Park. The bus was a success as Sandra will vouch for being disabled herself she could see the advantages for those with limited or no mobility at all to get about whether it be to hospital, doctors or a social event.

To summarise both meetings were very successful and with the councils of both Newhaven and Peacehaven they want to expand the success of CTLA further a field.

C135 NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr. R Farmiloe read the following:-

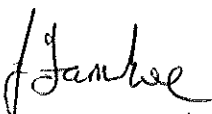
'In December 2010 the Government published the Localism Bill. This Bill is intended to introduce the right of towns like ours to undertake Neighbourhood Planning for the local area.

The implementation of our own plan will help to bring additional money into the town with an increase from the Section 106 money we receive from developer contributions. As soon as we can complete the Plan, the more money we can bring to the town.

Peacehaven Town Council began discussion on implementing their own Neighbourhood Development Plan, with Telscombe Cliffs back in 2014.

I was asked by the Town Manager to join the Residents Group back in January this year and have so far attended 2 meetings. I agreed to go as a Council representative and feed back to the Council what the residents want.

Signature:



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Date: 25/10/16, Council Minutes 19/07/16

The first meeting held with representatives of the local key Community Groups, to explain to the key players, WHAT a Neighbourhood Development Plan is.

The first meeting held on 27th April at Community House had an attendance of 27 residents, including myself, my wife Jean the now Mayor and Cllr Jackie Harrison Hicks – we went in a capacity of individuals although I have come out as the liaison for Council for this outside body.

We listened to a presentation from the Town Manager about the Lewes District Core Strategy and what a Neighbourhood Plan is – although the technology broke down and we had a proper traditional speech to explain it.

It is basically a mini law, made by the residents of the towns, to guide how and where new properties are built in the future over the next ten years.

It will involve ideas from as many residents as we can contact, as to what they want in new developments in the town.

The Plan will go out to full public consultation and then once agreed with Lewes, will go out to a residents local vote, a referendum.

The Plan will need to do to provide enough evidence of what residents want and as such, events will be planned over the next few months to speak with as many residents as possible to document this. We will do our best to do this in a fun way.

The main themes of What residents require in Peacehaven were discussed and a further meeting held on 14th July and at the Summer Fair this Saturday.

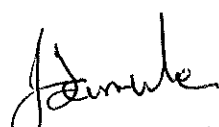
The event was attended by many thousand residents from Peacehaven and surrounding towns, all having a lovely day in the sunshine and some residents came out to support the Neighbourhood Plan by asking residents what they would like in the area.

The main ideas residents identified as what they wanted were: -

- **Art, Heritage and Culture**
- **Improved Public Transport / Travel / Roads**
- **Starter Homes to suit a Range of people and for the plan to include all Ages of residents**
- **They proposed Retail Parks to improve commerce and Employment, a new swimming pool**
- **Improved care Services / Support for the elderly and Activities for education**

Some of these issues they decided could be delegated to Councillors or residents working groups, to discuss as areas for the town to improve, although the Officers would suggest those highlighted are discussed within the Steering Group Planning forum first.

The next meeting will be a combination of both Peacehaven and Telscombe residents, which will be held at The Meridian Centre in the next few weeks – date to be confirmed by Town Manager and Telscombe Town Clerk.

Signature: 

C135 NEIGHBOURHOOD DEVELOPMENT PLAN continued

Should you still be interested in participating, or receive email alerts, please go onto the Peacehaven Town Council website and add your email address to the E-news distribution page and we will send you the monthly newsletter with all town events on it.

I would like to say that I was personally very impressed with the amount of people who are genuinely interested in the town – some want it to stay as it is and some want it to change. On Saturday we spoke to over 150 people at the fair.

We have collected the data which will go onto a spreadsheet at the next Full Town Council meeting.

Before I started as a Councillor in Peacehaven, I didn't know a lot about Planning. I attended a lot of events and I listen to a lot of residents.

They have always said that the lack of community is one of the things they had seen that was missing from the town – I would hope the event this weekend has gone some way to bring different groups of people together and that the Neighbourhood Plan itself will give people a lot more information and events to come to, to engage with the local Council and let us know what else we can do to make them happier in the town.

It was very enjoyable and I would like to give a huge thank you to Vivian Carrick, Mike Gatti, Karen Gatti, Joan Goldrich, Babs Clark, Peter Seed, Sue Griffiths, Ted, Frank, Councillor Ann Harrison, Councillor Job Harris, our Town Manager Claire Lacey and everyone else who gave up their time to help specifically on the Neighbourhood Development Plan stand on the day.

I shall be at the net Neighbourhood Planning meeting and will make sure I feed the wishes of the residents, back to you at Full Council.'

Debate:-

None

C136 WRITTEN RESPONSES TO PUBLIC QUESTIONS

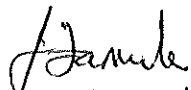
Costs For Howards Peace Park

A question was raised by a resident regarding costs for Howards Peace Park – the response contained the following information, which is publically available in Policy and Finance minutes for the period 2014-15 and 2015-16.

Details are as follows:-

2014-15	£
1 day hire turf cutter	125.18
Plants	492.95
Peace Park picnic	6.65
Cakes for opening	18.00
Boules set	20.79
Petanque Pitch	1082.50
Ground prep works	13500.00
Flowers, shrubs daffodils	272.73

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Clips for netting	38.89
Peace Park signs	149.00
Fertiliser	206.65
Manhole cover	16.65
House project contribution	(948.95)
Total	14981.04

2015-16

3 arm Finger post	389.00
2 bench anchors	74.98
Total	463.98

Land at Cliff Top (near Neville Road)

At the Council meeting on 31st May a query was raised with regards to the purchase of land at the cliff top near Neville Road.

The following response was forwarded to the resident:-

10th June 2016

Dear

Thank you for your question at the Peacehaven Town Council Annual Return meeting. Your question was "is the loan shown in box 5 on page 9/41 related to the purchase of land at Neville road".
As stated at the meeting we can confirm the following:

- The loan was one taken out by the Council in 2006 to pay for a new roof for Community House and during the financial year decided to pay off the balance outstanding at that time.
- There is no record of a loan being taken out by Peacehaven Town Council to purchase land at Neville Road
- The land at Neville Road is not owned by Peacehaven Town Council.


Yours Sincerely

John Kocher
Finance Officer

Annual Town Report

At the Council meeting on 31st May a query was raised with regards to the difference of £20.5k between the Annual Town Report and the Audit Report.

The following response was forwarded to the resident:-

Signature: 
Date: 25/10/16,

3rd June 2016

Dear

Thank you for your question at the Peacehaven Town Council Annual Return meeting. Your question was "why is the expenditure shown on the Peacehaven Town meeting report different to that shown on the Annual Return". The reason as mentioned at the meeting was due to change in reserves. This can be explained as follows:

	£
Annual Town meeting expenditure	672,496
Operating loss	661
Total expenditure	673,157
Less ear marked reserves created	(61,989)
Add actual ear marked reserves expenditure	81,888
Annual return expenditure	693,056

Hope this helps.

Yours Sincerely

John Kocher
Finance Officer

Cheques Lost in Post & C Bartholomew (Electrical Contractors) Payments

At the Council meeting on 31st May a query was raised with regards to cheques lost in the post and payments to C Bartholomew (Electrical Contractors).

The following response was forwarded to the resident:-

3rd June 2016

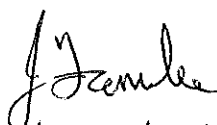
Dear

Thank you for your questions at the Peacehaven Town Council Annual Return meeting. According to the minutes of the meeting your question/concerns were:

1. "That during a 20 month period 27 cheques had been lost and re-issued".

These cheques are those that have been posted to a supplier by Peacehaven Town Council which has been lost either by the Post Office or the supplier. These cheques have not been lost by Peacehaven Town Council (PTC). When the supplier notifies PTC that they have not received the cheque for a particular payment a check is made of PTC's bank account to ensure that it has not been cashed. The cheque is then stopped (at zero cost to PTC) and a new cheque is raised and resent to the supplier. There have not been any instances where the original lost cheque has been cashed by the wrong supplier.

Signature:



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Date:

25/10/16.

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You mentioned the possibility of using the Post Office signed for system. On investigation this process we found that this would cost £1.74 for each standard size envelope as opposed to the £0.40 second class franked mail that we currently use. As we have issued 700 cheques (approx.) in the last year that would mean an additional £938 would need to be spent. As PTC has not suffered any financial loss from these lost cheques (apart from the additional postage to send the replacement cheque), this would not be considered to be the best use of tax payers money. We have now moved to payment by BACS (at zero cost to PTC) which will mean that the problem of lost cheques will not reoccur and PTC will also save money on postage, envelopes, paper and photocopying.

2. *"Payments to C Bartholomew (Electrical Contractors) amounted to £11,642, which raised the issue, had quotes been obtained".*

We have looked at the C Bartholomew (Electrical Contractors) invoices for the year 2015-16 and they total £6044.58 (incl. VAT). The detail is as follows:

Inv. 15395 £553.20 – Install supply for roller shutter doors. Quotation only from Batholomew.

Inv. 15443 £287.63 – emergency remedial work on roller shutter doors

Inv. 15731 £115.37 – replace emergency exit sign

Inv. 15898 £411.01 – Copper room refurbishment work. Other quotes obtained

Inv. 15980 £1,313.02 – Lights not working in main hall. Supplied and installed new lighting. No other quotes.

Inv. 16118 £966.56 – Supply and install replacement car park lights. No other quotes

Inv.16119 £684.47 – Supply and install replacement floodlights. No other quotes

Inv. 16211 £1,713.32 – 3 year electrical condition report. Contract agreed in 2013.

C Bartholomew is PTC's preferred supplier for electrical work due to his companies detailed knowledge of PTC's electrical systems so tends to be the first supplier approached particularly if emergency work is needed (Financial regulations 3.10).

Yours Sincerely

*John Kocher
Finance Officer*

C137 NON CONFIDENTIAL INFORMATION TO NOTE

Noted

Debate:-

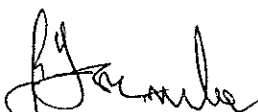
Cllr. R Robertson commended the report and in particular the information with regards to PCSO's

NEXT MEETING

C138 TO CONFIRM DATE OF NEXT MEETING Tuesday 25th October 2016 at 7:30pm

Noted

Signature:



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Date:

25/10/16,

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