

Minutes of a meeting of the **TOWN COUNCIL** held in the **ANZAC ROOM**, Meridian Centre, Peacehaven on **Tuesday, 3<sup>rd</sup> March 2015 at 6.30pm.**

**Committee Members** Councillors: C Bishop J Livings  
Mrs S Bratchie R Maskell  
I Buchanan Mrs E Merry  
Mrs R Coles R Robertson (Chair)  
J Harris Mrs E Russell  
Ms J Harrison-Hicks Mrs. E Simmons  
P. Howson A Smith  
Mrs. H Livings (Vice Chair) Ms. C Terry

**Present** Councillors: I Buchanan R Maskell  
Mrs R Coles Mrs E Merry  
J Harris R Robertson (Chair)  
Ms J Harrison-Hicks Mrs E Russell  
P. Howson Mrs. E Simmons  
Mrs. H Livings (Vice Chair) A Smith  
J Livings

**In Attendance**  
Alan Sargent - Town Manager  
John Kocher - RFO & Corporate Services Manager  
Angela Read – Assistant Town Clerk (Leisure & Amenities Manager)  
External  
Sally Landers - Administration Officer

The meeting began with a presentation on the events taking place at the opening of Centenary Park (Big Park Project) on 7<sup>th</sup> March 2015.

**Matters Arising:-**

Cllr. J Harrison-Hicks asked who would be opening this event

*Cllr. A Smith stated he understood Simon Kirby MP would as it had not been possible to obtain a Royal guest for the event*

Cllr. E Russell asked if the café would be open

*Cllr. A Smith stated the café should be open however there had been a delay in the handover*

Cllr. R Coles stated Cllr. R Robertson should make speech

Cllr. I Buchanan asked if it was appropriate for an MP to open the event due to the forthcoming election

*Cllr. R Robertson stated this should be referred to Lewes District Council*

Cllr. J Livings asked if there would be first aid on site at the new skate park.

*Cllr. R Robertson stated this should be referred to Lewes District Council*

**Action Taken**

C Bibb of Lewes District Council has confirmed that St John's Ambulance will be present.

Cllr. I Buchanan stated that the café could not open if a Fire Certificate was not in place

### **C306 PUBLIC QUESTION TIME**

No questions raised

### **C307 TO CONSIDER APOLOGIES FOR ABSENCE**

#### **Accepted:-**

Cllr C Bishop – family commitments  
Cllr S Bratchie – work commitments  
Cllr C Terry – family commitments

### **C308 TO APPROVE AND SIGN THE NON CONFIDENTIAL MINUTES OF THE TOWN COUNCIL MEETING HELD ON 20<sup>th</sup> January 2015**

Proposed – Cllr H Livings  
Seconded – Cllr J Livings

Signed as a correct record

#### **Matters Arising:-**

None

### **C309 MAYOR'S ANNOUNCEMENTS**

On Tuesday 10<sup>th</sup> March 2015 at 17:30 hrs Tal Kleiman of Lewes District Council of Strategic Policy has requested to arrange for a presentation to be given to Peacehaven & Telscombe Councillors concerning a Car Park and Asset Usage study recently carried out within our area.

This will be held prior to the Leisure & Amenities meeting which commences at 18:30 hrs.

The study has been carried out by Lindsey Frost now employed as a Consultant.

There is concern that this study is linked to Lewes District Council releasing land that they own for housing development which will be highlighted under Agenda Item 9.

Councillors are requested to attend.

#### **Matters Arising:-**

Cllr R Robertson also noted that March 9<sup>th</sup> was Commonwealth Day and Peacehaven Town Council will be commemorating the event

Cllr H Livings stated that there had been an embargo on announcing this event as directed by Buckingham Palace and that she would be officiating at the Peacehaven Town Council ceremony

Cllr I Buchanan requested a show of hands from Councillors to identify who would be attending the presentation on 10<sup>th</sup> March with regards to the Car Park and Asset Usage study

### **C310 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

None other than those already declared

## C311 TO RECEIVE NON CONFIDENTIAL COMMITTEE MINUTES

### 1 Committee – Planning & Highways 27<sup>th</sup> January 2015 & 17<sup>th</sup> February 2015

The Chair asked that the Minutes of the above meetings be accepted and the recommendations contained therein be adopted. Proposed by Cllr H Livings, seconded by Cllr J Livings

**RESOLVED** that the Minutes be adopted.

#### **Matters Arising:-**

Cllr A Smith asked who would be residing in the nine flats on application LW/13/0747 (page 7/44)

*Cllr H Livings noted that this had not been specified on the application*

### 2 Committee – Policy & Finance 10<sup>th</sup> February 2015

The Vice Chair asked that the Minutes of the above meeting be accepted and the recommendations contained therein be adopted. Seconded by Cllr H Livings

**RESOLVED** that the Minutes be adopted.

#### **Matters Arising:-**

A Sargent requested an update from Cllr P Howson with regards to page 10/44 and the use of ESCC archives for storage

*Cllr P Howson stated he was awaiting an answer from ESCC and he will follow this up*

Cllr H Livings requested an update on the installation of fire shutters in the Foyer kitchen

*A Sargent confirmed an email had been sent today (3<sup>rd</sup> March) to the contractor, stating the installation must be completed by 9<sup>th</sup> March, failure to do so would result in Peacehaven Town Council taking legal action*

Cllr H Livings asked if the absence of shutters contravened fire regulations

*A Sargent stated this would be investigated*

#### **Action Taken**

Cllr P Howson has contacted the East Sussex Fire Authority engineer who confirmed that providing suitable fire extinguishers are in place the fire regulations are not contravened.

Cllr R Coles asked if cooking in the kitchen should cease due to the absence of fire shutters, as requested by the Chair at the meeting

*A Sargent stated he would refer to the minutes however he noted initially the shutters were proposed for extra security and ease of use*

Cllr E Russell asked if there were other contractors who could complete the installation of the fire shutters immediately

*A Sargent stated he would investigate*

Cllr P Howson stated he would investigate and inform the Town Manager as soon as possible if cooking in the kitchen without shutters contravened fire regulations

**Action: Cllr P Howson to investigate fire regulations with regards shutters in Foyer kitchen**

**Action Taken**

Cllr P Howson confirmed with East Sussex Fire Authority that cooking without the shutters in place does not contravene fire regulations.

**C312 MAYOR'S ENGAGEMENTS – December 2014 to February 2015**

**Matters Arising:-**

Cllr I Buchanan requested that the relevant page numbers be identified on the agenda against each item

**Action: S Landers to include page numbers on the agenda**

**C313 FINANCIAL REGULATIONS**

**Matters Arising:-**

Cllr J Livings stated the wording on page 20/44, paragraph 2.5, should be amended to “on their acceptance of office” as opposed to “at their election to office”.

**Agreed**

**Action: J Kocher to amend Financial Regulations**

**Action Taken**

Financial regulations have been amended as requested and amended copies issued to all Councillors.

**C314 NEIGHBOURHOOD PLAN & COMMUNITY INFRASTRUCTURE LEVY (CIL)**

**Matters Arising:-**

Cllr E Merry expressed disappointment that this had not been actioned as she had received assurances from the previous Town Clerk that this was progressing

Cllr I Buchanan noted any Neighbourhood Plan required a consultation process and was concerned with regards to timescale in relation to any Lewes District Council plan

Cllr R Coles asked if there had been any input from Telscombe Town Council

*A Sargent stated there was no evidence in the documentation available*

*Cllr J Livings stated Telscombe Town Council would assist however the cost of a Neighbourhood Plan was excessive. There was evidence in other districts that a Neighbourhood Plan was a community project and Peacehaven should proceed by holding a public meeting to include all local organisations*

Cllr J Livings proposed a Neighbourhood Plan Consultation Meeting  
Cllr P Howson seconded proposal

**Agreed**

**Action: Town Manager to arrange Neighbourhood Plan Consultation Meeting**

## C315 EAST SUSSEX COUNTY COUNCILLORS

Cllr P Howson stated:-

- ESCC have agreed 1.95% budget increase
- Possible strike by Fire Fighters pending outcome of meeting on Thursday 5<sup>th</sup> March
- New parking restrictions in Peacehaven (details on deposit)

### Matters Arising:-

Cllr J Livings deplored the reduction in funding for the Maritime Rescue Unit

*Cllr P Howson stated that despite unavoidable budget cuts every effort was made to minimise the effect on the Maritime Rescue Unit by providing funding for three years, this will then be reviewed*

Cllr J Livings proposed Peacehaven Town Council forward a letter to ESFRS (East Sussex Fire & Rescue Service) stating concerns with regards to the Maritime Rescue Unit budget cut and that this should be funded by EON

**Agreed**

**Action: A Sargent to send letter to ESFRS**

## C316 LEWES DISTRICT COUNCILLORS

Cllr R Robertson stated that a budget had been agreed with 0% increase

### Matters Arising:-

None

## C317 ASSOCIATIONS

### Matters Arising:-

Cllr J Livings stated he had received positive feedback with regards to the new CTLA hospital service and requested further information

*Cllr H Livings stated the service was a six month pilot in conjunction with Medical Practices and noted that if not used could cease however positive feedback had been received so far*

Cllr P Howson noted ESCC had provided £8k, would this go towards a new bus?

*Cllr H Livings stated this would not cover the cost of a new bus hence fund raising events*

Cllr I Buchanan asked if Peacehaven Town Council could increase their grant

*Cllr H Livings stated this was a possibility however this could not be confirmed. The use of the CTLA service for all ages needs to be promoted*

Cllr I Buchanan suggested an article in E News

**Action: CTLA article in E News**

## C318 TO CONFIRM THE DATE OF THE NEXT MEETING – Tuesday 14<sup>th</sup> April 2015 at 6:30pm

**Noted**