



# PEACEHAVEN TOWN COUNCIL

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EAST SUSSEX  
BN 10 8BB

## Councillors on this Committee:-

Named Committee Members – Chair of Peacehaven Council, Councillor Jackie Harrison Hicks, Vice Chair of Peacehaven Council, Councillor Job Harris

Councillor Ann Harrison, Councillor Lynda Duhigg, Councillor Rachael Coles, Councillor Robbie Robertson, Councillor Dave Neave, Councillor Melvyn Simmons

Dear Committee Member,

You are summoned to a meeting of the **POLICY AND FINANCE COMMITTEE** to be held in the ANZAC ROOM, Community House, Meridian Centre, Peacehaven on Tuesday 5<sup>th</sup> June 2018 at 7:30pm

Claire Lacey  
Town Manager

## AGENDA

### GENERAL BUSINESS

1. ELECT CHAIR OF THE POLICY AND FINANCE COMMITTEE FROM MAY 2018 – MAY 2019
2. APPOINT VICE CHAIR OF THE LEISURE AND AMENITIES COMMITTEE
3. CHAIR ANNOUNCEMENTS
4. PUBLIC QUESTION TIME

There will be a 15 minute period when members of the public may ask questions on any relevant POLICY AND FINANCE MATTER. It would be preferable if the question is submitted in writing by 12 noon on the day of the meeting. Each speaker is restricted to 3 minutes

5. TO CONSIDER APOLOGIES FOR ABSENCE AND SUBSTITUTIONS
6. TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

### REPORTS

7. PAYMENTS FOR AUTHORISATION 1<sup>ST</sup> April – 31<sup>ST</sup> May 2018 page 3 - 6

8. BUDGET MONITORING REPORT AS AT 30<sup>TH</sup> MAY 2018 page 7 - 10

9. BANK AUTHORISED SIGNATORIES page 11

10. BANK RECONCILIATION – TO APPOINT COUNCILLOR page 11

11. AUDIT UPDATE – Verbal report from Town Manager

12. PROJECTIONS AND CIL FUNDING PROJECTS – TO NOTE page 12

13. FIRLE ROAD PAYMENT AUTHORISED – TO NOTE page 12

**NEXT MEETING**

14. DATE OF NEXT MEETING – TUESDAY 19<sup>th</sup> JUNE (FULL COUNCIL) AT 7:30PM  
THE NEXT POLICY AND FINANCE COMMITTEE WILL BE ON TUESDAY 18TH SEPT

In Accordance with Standing Order 11 and the Public Bodies (admissions to meetings Act 1960 s.1)  
In view of the Confidential nature of the business to be transacted, the public and press are  
excluded from the discussion of the following items

15. INFORMATION TO NOTE page 13



PEACEHAVEN TOWN COUNCIL

Minutes of the meeting of the POLICY AND FINANCE COMMITTEE held in the Anzac Room, Community House, Meridian Centre, Peacehaven BN10 8BB on Tuesday 5<sup>th</sup> June 2018 at 7:30pm

**Committee Members – Chair of Peacehaven Council, Councillor Jackie Harrison Hicks, Vice Chair of Peacehaven Council, Councillor Job Harris, Councillor Ann Harrison, Councillor Lynda Duhigg, Councillor Rachael Coles, Councillor Robbie Robertson, Councillor Dave Neave, Councillor Melvyn Simmons**

**Present – Chair of Peacehaven Council, Councillor Jackie Harrison Hicks, Vice Chair of Peacehaven Council, Councillor Job Harris, Councillor Ann Harrison, Councillor Lynda Duhigg, Councillor Rachael Coles, Councillor Robbie Robertson, Councillor Dave Neave, Councillor Melvyn Simmons**

**In Attendance – Claire Lacey (Town Manager), Tony Lopes (RFO)**

**GENERAL BUSINESS**

The meeting was opened by the Chair of the Council Jackie Harrison Hicks with the following statement –

Chair Announcements

Welcome to the meeting of Policy and Finance on June 5<sup>th</sup> 2018. 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. We will convene 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 and refrain from using during this meeting.

Out of Courtesy this evening we have to remind you that this meeting is being recorded. The right to record, film and to broadcast meetings of the Council, committees and subcommittees was established following the Local Government Audit and Accountability Act 2014. A copy of the legal definition of this **PROTOCOL ON THE FILMING, PHOTOGRAPHING AND RECORDING OF COUNCIL and COMMITTEE AND SUB-COMMITTEE MEETINGS** is available from the Information Office.

The second item on the agenda this evening is incorrect. It should read 'TO APPOINT VICE CHAIR OF THE POLICY AND FINANCE COMMITTEE' Apologies for any misunderstanding.

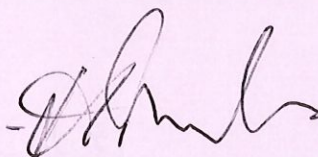
The first item on tonight's agenda is to elect a Chair of this Committee. May I take nominations for the position of Chair.

**PF276 Committee ELECTED COUNCILLOR ROBBIE ROBERTSON AS CHAIR OF THE POLICY AND FINANCE COMMITTEE FROM MAY 2018 – MAY 2019**

Three Members were nominated by the Committee

Councillor Robbie Robertson was proposed as Chair of the Committee by Councillor Melvyn Simmons, Seconded by Councillor Rachael Coles

Councillor Lynda Duhigg was proposed as Chair of the Committee by Councillor Job Harris, Seconded by Councillor Jackie Harrison Hicks

Signature - 

Date - 24/7/18



Councillor Rachael Coles was proposed as Chair of the Committee by Councillor Ann Harrison

Voting took place for Councillors Robertson and Duhigg. It was requested the votes were minuted

Councillor Robbie Robertson – AH, MS, RR, RC – 4 votes

Councillor Lynda Duhigg – JH, JHH – 2 votes

It was confirmed that Councillor Robbie Robertson would Chair the Committee for the year May 2018 – May 2019

Councillor Robertson thanked his fellow Members for voting him as the Chair of the Committee

#### **PF277 APPOINT VICE CHAIR OF THE ~~LEISURE AND AMENITIES~~ COMMITTEE**

The Town Manager requested the Agenda item was amended (clerical error) to read "Appoint Vice Chair of the Policy and Finance Committee" – All agreed

The Chair of the Committee Appointed Councillor Rachael Coles as the Vice Chair of the Policy and Finance Committee

#### **PF278 CHAIR ANNOUNCEMENTS**

Councillor Robertson requested the Town Manager read the following Chair Announcements –

The Summer Fair is booking up fast – please call the information office if you wish to exhibit on the 14<sup>th</sup> July. The Fashion Show tickets are selling fast – at £6 each you will be supporting the Mayors Charity on June 22<sup>nd</sup>. Please purchase your tickets from the Information Office. The Armed Forces Flag will be raised on June 22<sup>nd</sup> at 11am in Memorial Gardens – all are welcome to join us. That concludes tonight's Chair announcements

#### **PF279 PUBLIC QUESTIONS**

There will be a 15 minute period when members of the public may ask questions on any relevant POLICY AND FINANCE MATTER. It would be preferable if the question is submitted in writing by 12 noon on the day of the meeting. Each speaker is restricted to 3 minutes

#### **Alan Sargent – West Ward – Chair of the Residents Association**

Why are there no minutes of the previous P&F meeting held on the 24<sup>th</sup> April 2018?

The Local Government Act 1972 requires Councils to maintain records and minutes of meetings which are a legal document and are required to be kept archived forever. 44 days have elapsed since the last meeting.

Agenda item 7 Payments for Authorisation –

203631 HR Services £1950.00

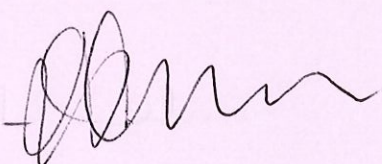
203632 Starford HR £943.20

Total £2893.20

For what reason is the Council paying out these sort of monies for HR Services. Is it in the budget?

203608 Tim Jordan £2448.00

Why are we paying this so soon after the cut when he hasn't cleared up the mess and has there been a contract review meeting, minuted, concerning the numerous complaints from the public.

Signature 

Date – 24/7/18



Agenda item 8 Budget Control

4141 Water Services 109.5% spent

4306 Printing 200.8% spent

4337 Mayors Reception 201.6%

We are already 1.7% spent over budget

Why does the report not show Reserves and Earmarked Reserves?

Item 11 Audit update

During the update will the Town Manager confirm the final over budget figure for 2017/18 prior to using reserve monies and what monies are left in the reserve?

If the play equipment is approved does this mean that the remaining CIL monies are £24,711.91?

Chair of the Committee confirmed that Mr Sargent could have a written response from the office.

Sue Griffiths – North Ward

I would like to ask Councillors to join in partnership working with the residents of Collingwood Close and Trafalgar Close to achieve the Green Space play area which Southern Housing Group have been dragging their feet over for years.

Nineteen households on the estate have already committed themselves to helping with the project. Money was raised by residents and more was promised from Southern Housing. We even had talks with a play area provider about a small ballgames area and some equipment for younger children. I cant remember how long ago it was but this Council gave a grant of £1000 towards the groundworks for the site but the children are still playing in the car parks. I would hope that Southern Housing would take more notice of the needs of the estates children if this Council becomes a partner in the project.

**ACTION L&A Manager to provide a report for L&A Committee July or September 2018**

**PF280 TO CONSIDER APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Councillor Dave Neave sent his apologies for a PRIOR COMMITMENT - Accepted

**PF281 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

All Councillors declared an interest as Members of the Town Council

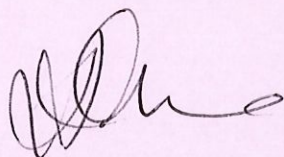
**REPORTS**

**PF282 COMMITTEE ACCEPT PAYMENTS FOR AUTHORISATION 1<sup>ST</sup> APRIL 2018 – 31<sup>ST</sup> MAY 2018**

Proposed	Councillor Rachael Coles
Seconded	Councillor Lynda Duhigg
All Agreed	

**Debate:**

Councillor Ann Harrison queried payments to Cathy Gallagher – as Chair of the Neighbourhood Plan Steering Group the payee has received recompense for printing and distribution of the NDP First Conversation leaflets and posters. The Town Manager confirmed that this comes from the Cost Code specific to the Neighbourhood Plan. It currently holds approximately £2,700 PLUS an Earmarked Reserve for £5000. As the Larger authority, Peacehaven Council pays the bills for NDP.

Signature - 

Date - 24/7/18



Councillor Job Harris queried if any other towns had completed their Neighbourhood Plan and was informed by the Chair that the majority in Lewes District had submitted their plans.

Councillor Melvyn Simmons queried the payment to HR Services Partnership of £1950 as 'expensive'. The Town Manager informed that the SALC recommended company is instructed annually on a retained basis to support the Council with any HR issues. There were still hours accrued from the annual payment and this could be discussed in further detail at the next Employment Sub Committee.

**PF283 COMMITTEE ACCEPT THE BUDGET MONITORING REPORT FROM 1<sup>st</sup> APRIL 2018 – 31<sup>st</sup> MAY 2018**

Proposed      Councillor Rachael Coles  
Seconded      Councillor Lynda Duhigg  
All Agreed

**Debate:**

Councillor Melvyn Simmons queried Code 4306 – lease and price per print. Town Manager informed the Committee that the lease agreement with Ricoh had been signed 5 years ago and was able to be renewed from October 2018 although the Officers had requested quotations from alternative providers which were competitive. The printers in the main office and Information Office would be replaced shortly and reported to Council retrospectively.

Councillor Job Harris queried Code 4301 – no spend against this code as yet this financial year. He queried the Code 1091 – Cinema income – 24% of budget achieved in month 2. This led to a discussion on whether the cinema provides a profit to the Council. The Town Manager confirmed if any profit is achieved it is negligible. It is not a profit making event, but a service to the Community and residents enjoyed the showings.

Councillor Rachael Coles queried Code 4332 – Mayoral reception runs over budget annually due to an error in the 2015/16 budget. Councillor requested this were an action for the next financial term, to increase the Mayoral budget for one year to cover any potential overspend.

Councillors all agreed the RFO had completed a sterling job on the accounts to date and passed on their thanks to Tony Lopes and the Town Manager.

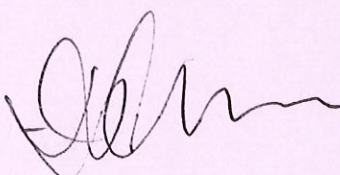
**PF284 COMMITTEE CONFIRM THE BANK AUTHORISED SIGNATORIES AS –**

**Councillor Job Harris, Councillor Rachael Coles, Councillor Lynda Duhigg, Councillor Daryl Brindley, Councillor Melvyn Simmons, Councillor Andy Loraine**

Proposed      Councillor Melvyn Simmons  
Seconded      Councillor Ann Harrison  
All Agreed

Councillor Lynda Duhigg queried the procedure for Authorised Bank Signatories – the Town Manager confirmed that the Council Internal Governance Procedures (incl Financial Regulations 5) require minimum of 2 Council Members to sign and then authorise payments. Barclays bank have a specific process for Local Authority Business Banking, for the Chair or Vice Chair to authorise Bank transfers, or to authorise new signatories. Two Member signatories are required for either cheque signing or

Signature



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Bank transfers, as well as the authority of the Town Manager. The RFO has still not had Internet Bank access approved and in extreme emergencies, the Town Manager as Proper Officer has delegated authority to sign cheques although this is rare and the Chair of the Council would be informed.

Councillor Coles enquired who the Proper Officer for the Council was. The Town Manager informed that the Local Government Act makes provision for Proper Officer and contractually this is the Town Manager, or in her absence, the Leisure and Amenities Manager, as delegated at the Feb 2017 Employment Sub Committee. Legislation provides in the Standing Orders as – **"15 Proper Officer - The Proper Officer shall be either (i) the clerk or (ii) other staff member(s) nominated by the Council to undertake the work of the Proper Officer when the Proper Officer is absent."**

**PF285 COMMITTEE APPOINT THE FOLLOWING MEMBER (Councillor Rachael Coles) TO SIGN MONTHLY BANK RECONCILIATION ON BEHALF OF THE COUNCIL**

Proposed      Councillor Melvyn Simmons  
Seconded      Councillor Job Harris  
All Agreed

**PF286 AUDIT UPDATE**

Verbal report from Town Manager – The Auditor Mulberry is attending to sign off the end of year audit for 2017/18 on Wednesday 6<sup>th</sup> June 2018. Council had previously requested for a Councillor to sit in the Audit meeting and as such could one put themselves forward for this – Councillor Robertson as Chair of the Policy and Finance Committee was volunteered to attend and feed back to Council

**PF287 PROJECTIONS AND CIL FUNDING PROJECTS**

Council noted receipt and retention of £51,748.81 in the CIL Earmarked Reserve


**PF288 FIRLE ROAD PAYMENT AUTHORISED**

Committee noted the Resolution from Leisure and Amenities to order the new play equipment for Firle Road Childrens Play park

**NEXT MEETING**

1. **DATE OF NEXT MEETING – TUESDAY 19<sup>th</sup> JUNE (FULL COUNCIL) AT 7:30PM**  
**THE NEXT POLICY AND FINANCE COMMITTEE WILL BE ON TUESDAY 18TH SEPT**

**PUBLIC MEETING ENDED 20:05**

Signature - 

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## ITEM 6 MAYORS CHARITIES REPORT

### MAYORS CHARITIES / FUNDRAISING

Sections 15 & 34 of LGA 1972 require local Councils to appoint a Mayor as the first business to be transacted at the Annual Council meeting. At the meeting at which the Mayor is elected (or before or at a later meeting, if so permitted by the Council) he/she must sign a Declaration of Acceptance of Office and agreement to be guided by the Code of Conduct in the performance of his/her duties.

The Mayor and, in his/her absence, the Deputy Mayor will have the following responsibilities:

To focus his/her activities on the communities of the Town and, by focusing on the Council's priorities, strengthen its links between those Local communities and the Council;

The Mayor / Deputy is required to attend events organised by Peacehaven Town Council.

Participation in events within and beyond the Town is Coordinated by the Civic Office on behalf of the Mayor.

The Mayor's Handbook details their duties regarding Charities and fundraising -

If the Mayor decides they wish to support a charity and/or local projects during their term of office they should ensure that the charity is non-political and non-discriminatory and should benefit residents of the Town.

Monies must not be donated to profit making businesses established for that purpose.

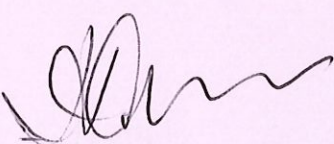
Councillor Harrison Hicks was voted in as Chair and Mayor for Peacehaven Town Council on 15<sup>th</sup> May 2018. The Annual Council meeting incorporated an agenda item for the new Mayor to select their chosen charities for the year May 2018 – May 2019.

The Annual Council meeting incorporated an agenda item (14) to propose the Mayors chosen charity/ies for the coming year. This was not approved at the meeting.

Councillor Harrison Hicks would like Council to approve her chosen charity as the Community Doctors (based in Meridian Doctors Surgery) fundraising for a piece of equipment to service the Community Doctors and as such would require approval from Council.

Full Council have the authority to approve the Mayors request.

Committee to AGREE / DISAGREE to approve the Mayors chosen organisation to raise funds for Community Doctors (based at Meridian Doctors Surgery)

Signature 

Date - 24/7/18



## ITEM 7 UPDATE ON AUTHORISED SIGNATORIES – TO NOTE

Barclays Business Banking have specific restrictions and regulations for Authorised Bank Mandate Signatories which state the following:-

What is a business mandate? A mandate is a set of instructions and a list of people in your business who are authorised to manage its bank accounts. If you're on the mandate you can perform the following tasks:-

Manage the everyday banking, including making payments  
Sign up for products and services, including additional accounts and finance where appropriate  
Add or remove people from your mandate when they join or leave the business

Your business entity may include a maximum limit on the number of persons who can be appointed as mandate signatories – please refer to the terms and conditions of your specific business tariff for guidance.

### Authorisation of Changes to Bank Mandate

This change needs to be authorised by: Mayor AND Councillor

The Mandate given to Barclays Bank UK PLC to be changed where applicable to:

Add any individuals named in 'Add authorised person(s)' to act as an authorised person.

Remove any individuals named in 'Remove authorised person(s)' so they no longer act as an authorised person.

Change the signing rules in 'Change the signing rules'.

Change the address/contact details in 'Change Your Address/Contact Details'.

Apart from these changes, the Mandate will continue to have full effect.

These changes are authorised acting in full capacity and with authority.

The Councillors now authorised to sign Cheques and Authorise Payments on behalf of Peacehaven Town Council as of 1<sup>st</sup> July 2018 are as follows:

Councillor Jackie Harrison Hicks (Chair)

Councillor Job Harris (Vice Chair)

Councillor Rachael Coles

Councillor Daryl Brindley

Councillor Lynda Duhigg

Councillor Melvyn Simmons

### COUNCIL TO NOTE

Signature



Date - 24/7/18

## ITEM 8 OUTSIDE BODIES REPORT

At the Annual Council on May 15<sup>th</sup> 2018, Agenda item (25) to APPOINT MEMBERS TO SERVE ON OUTSIDE BODIES AND ASSOCIATIONS was proposed By Councillor Rachael Coles and Seconded by Councillor Robbie Robertson.

Since May 15<sup>th</sup> 2018, 4 Members have resigned leaving vacancies at the following Outside Bodies. Council are therefore required to source additional Members to represent the Council on Outside Bodies as below –

House Project x 2

Royal British Legion x 2

Friends of Downlands Court x 2

Mature Citizens Forum x 2

Age UK – Job Harris x 1

Citizens Advice Bureau – x 1

CTLA – x 1

Committee AGREE to the following Members on the Outside Organisations...

Signature - 

Date - 24/7/18



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## agenda

**Project:** 4017\_019\_Peacehaven Telscombe NP  
**Subject:** Vision options workshop  
**Meeting location:** ???  
**Meeting date:** Wednesday 4<sup>th</sup> July 2018  
**Time:** 18.00

### 1.0 The development process and viability

### 2.0 Preferred options Future 2 & 3

### 3.0 The key elements

- o The town centre
- o Town centre uses
- o Seafront
- o Connectivity

### 4.0 Analysis

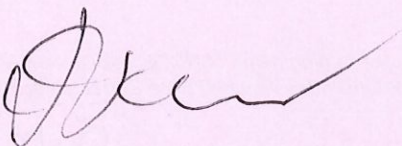
- o Land uses
- o Areas
- o Fixes

### 5.0 Framework plan

- o Development opportunities
- o Movement structure
- o Uses and relationships
- o Key deliverables
- o The brief

### 6.0 Actions

Close 9pm latest

Signature - 

Date - 24/7/18



## FILE NOTE

Project: Peacehaven and Telscombe NP  
Date: 25 June 2018  
Circulation: Cathy Gallagher, SG Chair  
Nancy Astley, SG Sec  
TC Clerks  
SG  
Thea Davis, LDC  
BON/OH File

### Meridian Centre Area – Mapping Land Uses

Oneill Homer have reviewed the title maps issued by the Co-Op and the extensive Land Registry search provided by LDC.

The areas in bold in the table overleaf are the principal freehold areas identified in the title maps and their corresponding land uses.

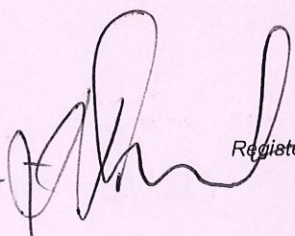
The workshop on the 4<sup>th</sup> July will begin to address the community's response to the 'first conversation' and the apparent willingness to consider a vision for the area that encompasses Futures 2 and 3; focussing on the potential for the Meridian Centre area to play a key role in the NP vision.

As indicated by the Future 3 illustration, the area under consideration is bounded by:

- Hodder Avenue in the West,
- South View Road in the North,
- Centenary Park and Keymar Avenue in the East,
- Arundel Road in the South but considering the role of The Dell (as illustrated in Future 3)

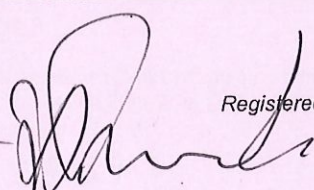
The purpose of the workshop will be explore the context and structure of this area, its character, connectivity and sense of place as well as the existing layout of buildings, parking, open space and other constraints.

The outcome of the workshop will be for the SG to gain an initial understanding of the development opportunities that may exist in the area (including accommodating the NP's housing requirement of 255 dwellings) and map out further work on a Spatial Framework for the area to facilitate discussions with key stakeholders, including the Co-op.

Signature 



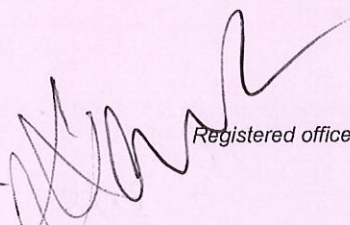
Land Use Ref	Freehold Title	Land ownership	Land Use	Area (ha)	Leasehold Title
PT1	ESX148296,	Co-op	Meridian Centre		
			Peacehaven Children's Centre		ESX292237
			Meridian Surgery & Car Park, Anchor Healthcare Centre		ESX330710 & ESX352138
			Peacehaven Library		
			5a Meridian Centre (field South of Horsham Avenue)		ESX114776 & ESX196589
			Various services and small plots		ESX294971, 335896, 340749, 357303, 333633, 332139,
			Greenwich House		ESX380387
	ESX242705		Strip of land N of Greenwich Way (part of Co-op ownership?)		
PT2	ESX296748		Peacehaven Community School, The Joff, Roderick Avenue		
PT3	ESX263030		Community House, Greenwich House, Tourist Info Centre		ESX380387
PT4	ESX57445		Meridian Leisure Centre		
PT5	ESX250518		Meridian Industrial Estate		Various leasehold titles
PT6	ESX315244		Land south of Hoyle Road (planning consent for open storage?)		
PT7	ESX155876		Meridian Park (Land east of Sutton Avenue)		
	ESX304287, ESX48483, ESX25358, ESX34341, ESX53612, SX90019		Land parcels within Meridian Park environs		
	ESX135834		Meridian Way		
PT8	ESX296536		Land south of Greenwich Way		
	SX59835		Plot 36, Block 106 Edith Avenue (middle of		

Signature - 

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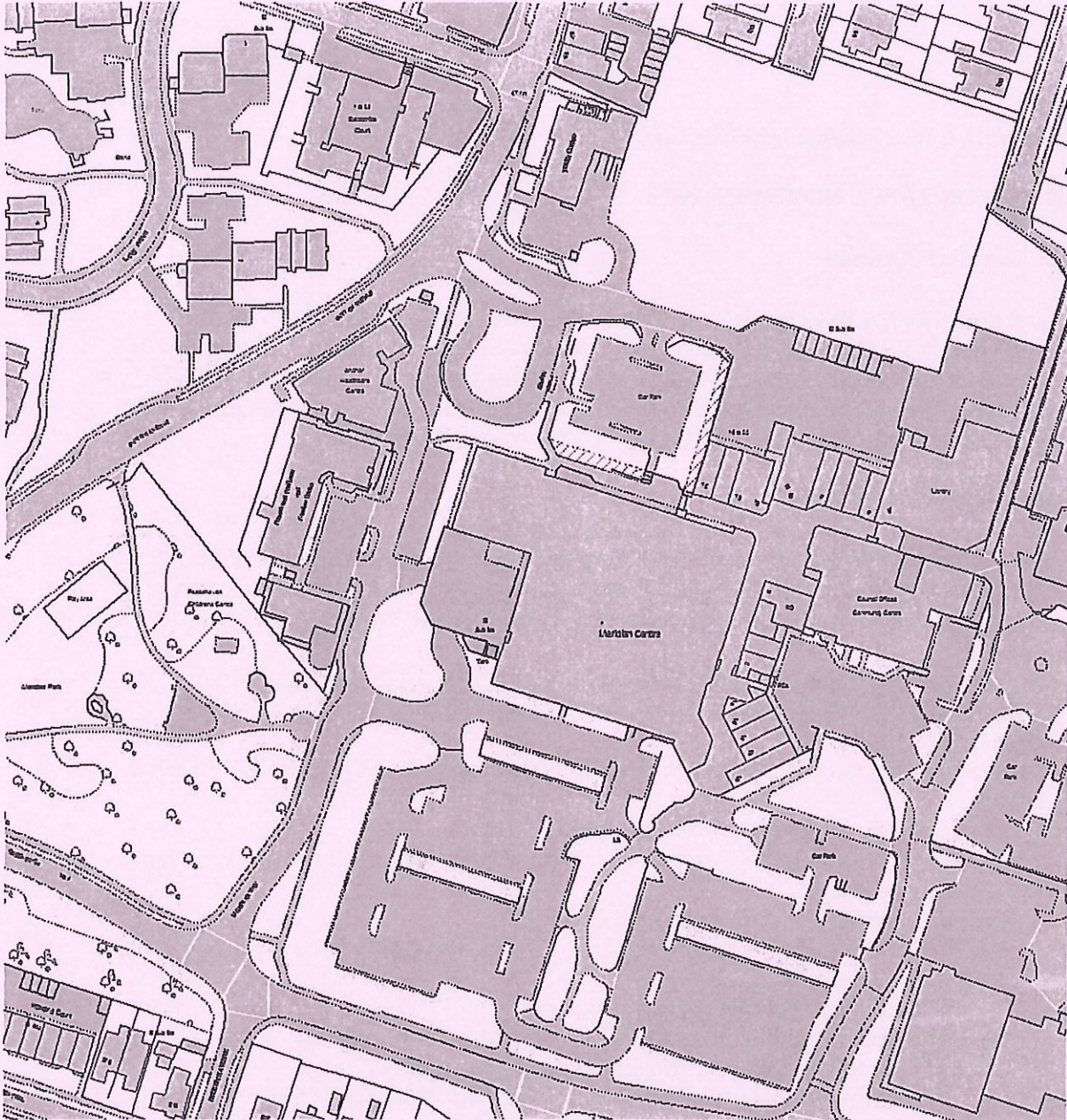


			playing field east of Youth Centre)		
	ESX37936		Various small plots between Sutton Avenue and Roderick Avenue		
Other land uses outside the Land Registry area of search					
PT9			Peacehaven Heights Primary School		
PT10			Peacehaven Leisure Centre		
PT11			Centenary Park		
PT12			Car Parking		

Signature - 

Date - 24/7/18





Date - 24/7/18

Signature



## PEACEHAVEN & TELSCOMBE NEIGHBOURHOOD PLAN

### VISION SESSION PAPER: NOVEMBER 2017

#### Introduction and Purpose

This paper summarises the discussions of the Vision Session held by the Project Steering Group in October 2017 and facilitated by Neil Homer and Jon Dowty of its consultants, ONeillHomer. It also sets out some further thoughts on the context and nature of the project since the session, and makes a series of recommendations for how the project should proceed in the coming weeks and months.

#### Key Points Raised on Context

- Legacy of planning issues – Lower Hodder Farm, Local Plan allocations, A259, loss of employment land to housing and retail – but no clear vision of the local authorities for how the area will improve for the better in years to come
- Agreement that the NP should plan for the targets set by Lewes District Council (LDC) in the adopted Local Plan Spatial Policy 2 (minimum 255 dwellings)
- Noted the range of adopted and saved policies in the 2003 and 2016 Local Plans:
  - PT6 Hoyle Road for business uses
  - PT9/PT10 Meridian Centre – additional town centre uses and access arrangements
  - PT11 Joff Field – link to the school site
  - PT12 cliff top between Longridge Avenue and Friars Bay – protect for public amenity value
  - PT13 cliff top – protect public access
  - PT15 Telscombe Tye – protect public recreation uses
  - PT17 Bannings Vale – protect public open space
  - PT18 Cornwall Avenue – safeguard for extension of allotments
  - PT19/PT20 Valley Area – protect for walking and cycling, horse keeping and leisure uses
- Noted the range of sites included in the 2017 Lewes Strategic Housing Land Availability Assessment – almost all deemed unsuitable
- Noted national planning policy (NPPF) likely to be modified in early 2018 but unsure of implications for this area
- Noted major physical constraints of coast and National Park
- Agreed that some opportunities to change the towns for the better may require much longer to come about




– and some similar analysis of Telscombe and E Saltdean for the same purpose

- Noted the biodiversity interest of the cliffs and beaches (SSSI) and of some land in the National Park
- Noted the challenges of cliff erosion and emerging LDC plans for management – sterilising most land south of the A259 but putting at risk the temporary loss of the A259 towards Newhaven.
- Noted the biodiversity and recreational value of Chatsworth Park, Centenary Park and Telscombe Tye, as well as many small areas of amenity land within the towns, including the closed streets with the A259
- Noted the Meridian Line/Trail and the National Coastal Access Path both pass through the area as important recreation routes
- **Agreed that the high quality coastal and National Park environments should be protected to form a key part of what attracts investment in the towns in future**

### Social Objectives

- Agreed there is physical capacity at the local schools and health facilities to meet the existing needs of the population but they are not ideally located (E Peacehaven lacks these facilities) and they have operational challenges (recruitment and retention) that are beyond the NP to tackle
- Noted that the 2015 ESCC Education Commissioning Plan identifies primary school capacity constraints in Peacehaven in longer term with planned housing developments and trend of families moving into the area from Brighton – the report says that ESCC is investigating options for 210 new places (a new 1FE primary school or increase in capacity at an existing school?) to bring total places to 1,680 – it also envisages longer term capacity problems at the Peacehaven Community School for the same reasons but considers there to be no problem in day nursery capacity
- Noted that the lack of a sixth form at Peacehaven Community School affects its value to the town and creates more trips on the A259 to reach other schools
- Noted the two GP surgeries are very busy but have the physical capacity to meet demand (the problem is GP recruitment and retention) – they are both located centrally in the area, meaning longer (car) trips for those households on the W and E edges of the towns
- There are also concerns about the quality, if not the quantity, of sports, recreation and community facilities in both towns – increasing demand from a larger local population may be difficult to meet without improvements and some new facilities, especially in Telscombe which lacks sports facilities
- Noted that bus services along A259 are good and there is a Dial A Ride service that serves the whole area
- Agreed that A259 traffic congestion cannot be tackled in short term given its role in connecting south coast settlements east of Brighton – accepted that focus of new housing developments will be on travel planning to invest in encouraging and enabling non-car travel (but details are sketchy)

Signature



Date - 24/7/18



Future 1 'Stitching in New Homes'

- New homes, possibly in the Valley Road area, and through infill and plot sub-division elsewhere, including along the A259 and around the edge of the Meridian Centre
- Investments in bus services out of towns and small scale environmental improvements
- Protection of existing employment and retail land for those purposes
- Design guidance to guide appropriate infilling in East Saltdean, Telscombe and Peacehaven and to protect special buildings and areas
- Incremental improvements to increase capacity at existing schools

Simple rationale – a pragmatic response to managing the target set by the Local Plan that doesn't challenge or require major shifts in the Local Plan or other public policy, and utilises the only available, vacant land in the area with high quality design to avoid/minimise effects on the National Park.

Future 2 'Redefining the Meridian and Consolidating the 'High Street''

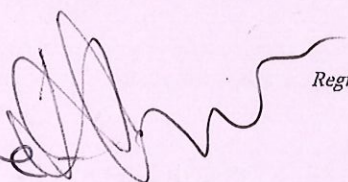
- Focus most housing on redeveloping part of the Meridian Centre and from encouraging contraction of retail to a shorter length of the South Coast Road (say the area between Roderick Avenue and Piddinghoe Avenue) to release new land for housing
- Possible justification for new Sixth Form College to be located at the Meridian Centre or off the South Coast Road at Telscombe
- No new housing on Valley Road
- Protection of existing employment land for that purpose and release of new land at Meridian Centre
- Investments in bus services within towns to connect to narrower centre
- Design guidance to guide appropriate infilling in East Saltdean, Telscombe and Peacehaven and to protect special buildings and areas
- Incremental improvements to increase capacity at the existing schools

Simple Rationale – addresses failings in commercial offer (an out of date shopping centre and 'High Street' that stretches to 1.5 miles with as many non-town centre uses as town centre uses along its length) and begins to create a new identity for the towns, focusing on making more of the existing urban area rather than continuing to extend towards the National Park on the northern edge. Not consistent with Local Plan policies on Meridian Centre or town centre uses on South Coast Road but within the gift of the Plan to change.

Future 3 'A New Centre for a New Town'

- Deliver housing by redeveloping all of the Meridian Centre and from encouraging contraction of retail to a shorter length of the South Coast Road

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Signature 

*oneill homer is the trading name of RCOH Ltd Co Number: 7778989  
Registered office address: 3<sup>rd</sup> Floor Descartes House 8 Gate Street London WC2A 3HP*

Date - 24/7/18



In addition to each of these futures is the potential for land along the South Coast Road at Telscombe and perhaps at East Saltdean to be more effectively used for high quality, low impact tourism uses, as part of the wider goal of boosting employment in this sector. This cluster of uses may be better connected to the coastal path, the Tye, Telscombe Village, Centenary Park and Chatsworth Park as a series of public spaces and landscapes for cycling and walking. And there may be other initiatives in East Saltdean and Telscombe that are not dependent on the above futures.

### Policy Ideas

Although it is too soon to specify precisely what they may be, it is possible to set out the more likely policy types:

- Site-specific – either allocating or reserving land for development for one or more uses, assuming a change of an established use is necessary, and then setting out the key development principles to guide future planning applications
- Policies to protect important assets – identifying land and buildings that serve a relatively important purpose for protection from unnecessary loss (e.g. heritage, open spaces, community facilities, employment land)
- Policies to shape design quality – identifying key characteristics of distinct areas (e.g. surviving blocks of intact bungalows) and prominent sites to encourage specific design proposals
- Policies to shape travel planning – requiring specific investments in non-car transport initiatives
- Policies to encourage tourism – identifying opportunities for new visitor bed spaces and tourism attractions
- Policies to improve and connect green infrastructure – requiring relevant development to deliver improvements to open spaces and to encourage ways of better connecting them for humans and habitats

### Recommended Actions

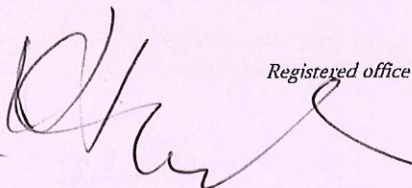
We advise that the steering group needs first to decide its and the community's appetite for the scale of change they wish to plan for. We suggest that it sets up three teams – Business & Retail, Community Well-Being and Environment & Design – to investigate each of the three futures and identify the pros and cons from their particular perspective.

### The Task Teams

The **Business & Retail Team** should consider how each Future will change patterns of demand for business/retail land/property and will open up or close off opportunities to accommodate that change. Will it be different in different parts of the area? How will each Future change the perception of the towns and their attractiveness

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Signature -



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The aim of the first conversation with the local community and other stakeholders (local authorities, land interests etc) is to inform the group on the extent to which there is a consensus on which future vision to plan for. As the Futures are quite different, this conversation needs to be had first, to keep the project manageable.

The team reports should therefore include a small number of questions to prompt responses during the 'conversation'. Has the team identified all the 'good' and 'bad' points of each Future? If not, what's missing? The means by which the 'conversation' is had will be very important. The nature of the 'conversation' will be well suited to public meetings and an exhibition of graphic and written material to explain and illustrate the teams' work. Both may be publicised using a summary leaflet distributed to each household and to all known businesses and property/land interests. A conventional questionnaire/survey at this stage may be more difficult to get across the key information, but may also be done (offline and online). The project website should also contain all the necessary information and social media should be used to draw attention to it and to encourage engagement.

The Group must capture enough rich information from this exercise to be able to answer the question, "Which Future should we now plan for?". It will therefore need to think about how all the responses during this engagement work can be collected, analysed and reported, so the Group is confident it has enough information to answer the question. Pragmatically, if there is no significant majority in favour of Futures 2 or 3, which will be more challenging to pursue, then Future 1 should be chosen.


From that point, the teams should be able to focus their policy ideas to suit the desired vision. This will include looking in detail at the site options to meet the housing target (see below).

#### A Call for Sites

We have pondered the value and timing of the Steering Group refreshing the LDC database of available sites for development (known as the 'Strategic Housing & Economic Land Availability Assessment' or 'SHELAA'). Given no matter which Future the Group decides to pursue, the Plan will need to allocate land for at least 255 new homes, as required by the Local Plan. The Group will therefore need to know what are its site allocation options and the Lewes assessment is now a little dated.

In which case, at the same time as this first conversation is held, it seems sensible for the Group to make a 'Call for Sites'. This entails the Group, on behalf of the two Town Councils, inviting land and property owners in the area to submit to the Group a plan and information relating to any land they control for the Group to assess its potential for development. LDC will be able to advise on precisely how this is done and it ought to be possible for the Group to obtain contact details from LDC's database that it uses for its own 'call for sites'.

Signature

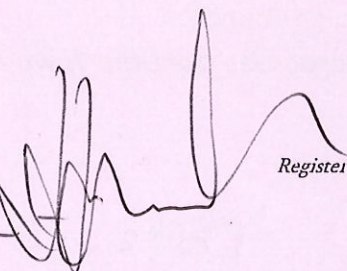


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completed early in the new year, making submission possible in early autumn for its examination completed before the end of the year. If one of the other Futures is chosen, then the project will probably take longer, concluding at the end of next year with examination in early 2019.

Signature

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Date - 24/7/18



## Peacehaven & Telscombe Neighbourhood Plan

Minutes Wed 6<sup>th</sup> June 2018

### 1. Attendance

Steering Group	Cathy Gallagher (Chair) Viv Carrick (Deputy Chair) Nancy Astley (Secretary) Christine Bowman Pat Bowman Alan Sargent Laurence O'Connor Neil Watts Peter Seed
Lewes DC	Thea Petts (Neighbourhood Officer)
Peacehaven TC	Cllr. Ann Harrison
Peacehaven TC	Cllr. Dave Neave
Telscombe TC	Stella Newman
Residents	Liz Lee Harley Bray

### 2. Apologies

Apologies were received from Cllr. J. Wilkins, Cllr. C. Robinson & David Williams.


### 3. Discuss action points and approve minutes of last meeting

Thea explained that the Lower Hoddern Farm minutes were available but there may be some problems accessing them as Lewes District Council is transferring to a new computer system. Thea has provided a link and a copy of the minutes of Planning Meeting which Cathy will send out..

Neil had contacted Telscombe village to establish if they wanted a specific consultation evening with the "Futures" and to participate, but has received no response. Cllr. D. Neave said that Cllr. T. Armour supported a consultation evening in the village but nothing further had been arranged.

Cathy had been unable to get the consultation responses from the previous summer fayre that had been undertaken by Peacehaven Town Council.

**Action: Cllr Dave Neave said he would get the responses from the Town Manager and provide them to the steering group.**

Signature - 

Date - 24/7/18



Thea Petts explained that there was no third party right of appeal for Lower Hoddern Farm and could only challenge the process of the planning determination in the courts via a legal challenge, though this is now likely to be out of time.

Cathy had been trying to get maps from Peacehaven Town Council, but unfortunately they were having printer problems and could only be printed in black and white. Likewise Lewes DC were also having printer problems and kindly Thea had put together some maps for use, which were shared with the group.

Stella offered the use of Telscombe's online mapping system.

Minutes were unanimously agreed as being an accurate record of the meeting on 2<sup>nd</sup> May 2018.

#### **4. Chairs Update**


Chair reported that the Housing Group had met and Peter Seed had undertaken some additional work around the SHELAH.

Jon Dowty had provided a project note which will be part of the next meeting. Cathy gave those without Computer access a copy . Part of Jon's note covered the implication of Lewes DC not meeting the 3 and 5 year housing supply target.

Thea explained that the shortfall of housing numbers and not meeting the housing supply figures meant that current Neighbourhood Plan housing policies would not be taken into consideration when making planning application determinations about housing for the time being, as the new legislation means planning applications for housing will now only be considered against the NPPF and other Lewes DC policies until housing supply is back on track. Unfortunately no real idea of when this will be but it is likely that housing targets will be reviewed as part of the Government Inspectors examination of the emerging Local Plan later on this year.

While this doesn't directly affect the P & T neighbourhood plan at his point, it may be worth taking into consideration when drafting policies as it may mean that speculative development is more likely.

Nancy reported that the Housing Group had met and already discussed some of the implications about the housing supply not being met and how the Neighbourhood Plan may cope with it. The Housing group had come to the conclusion that at this stage we should continue to plan for additional housing in particular around the Meridian Centre and also around the Peacehaven Heights area even though this was

Signature 

2  
Date - 24/7/18



outside the built up boundary. Thea agreed that building the other side of the boundary may be possible if it could be justified.

Viv reported that he had provided Claire with a business list, thinking about having an electronic business survey or way for businesses to be included in the consultation.

PCS through the Youth Mayor are becoming involved in the NHP and rather than use paper forms they are to be encouraged to use online Survey.

**ACTION** Claire and Cathy to pursue

## 5. Budget Update

Original £7000 funding from Locality has been spent with consultants O'Neill Homer for work already undertaken on neighbourhood plan but this money does include a one day workshop/meeting arrangement with the Co-op to take forward the proposals for the Meridian Centre. **ACTION** Meeting with Co-op to be arranged by Cathy

There is £5000 from Peacehaven Council available and potentially £2500 from Telscombe Council (2/3 – 1/3 ratio) and the group could apply for further funding from Locality but this is for technical advisers rather than general assistance which is needed now.

Action Stella and Claire. To arrange invoice and transfer of £2,500 to PTC and in order to free up the further £2,500 allocated by TTC , Claire will need to arrange for PTC to allocate a further £5,000

## 6. Housing Group

Peter has already started to identify sites and we could take forward with the "call for sites". A form had been placed on our website for people to use, but the form really need to be signed off by both town councils so would be going to Peacehaven Town Council on the 17<sup>th</sup> June and then to Telscombe Town Council towards the end of June, probably through planning committee.

Peter Seed asked about existing planning policy PT19 & PT20 of the saved policies and whether they would be replaced in the emerging plan.

***Thea to look at whether policies have been replaced in the emerging plan.***

Cllr. D. Neave agreed to undertake the land registry searches once the sites are identified including those around the Meridian Centre.

Signature - 

Date - 24/7/18<sup>3</sup>



*Housing Group to establish a further meeting to look at potential sites in the SHELAH.*

**7. Meridian Site past and present.**

Photographic presentation by Harley showing the history of the Meridian Centre since the early 1980's. Group discussed the businesses that were located at the Meridian, its early role and how it never had reached its full potential.

Discussion regarding the potential of the Meridian Centre and ways that the SG could proceed. Initially meeting with Coop Representative and Consultants.

**8. Survey Findings**

So far Future 1 had 20 votes, Future 2 had 80 votes and Future 3 had 56 votes, however around 25 responses had been received electronically which had not be taken into account at this stage and many of these had voted for Future 3. So it was split between Future 2 & 3.

People thought the greatest concerns for the future development of the area, was the increase in traffic, over-subscribed doctors and local amenities.

Most people wanted more 2-3 bed houses with low cost and socially rented also being high on the list.

Predominantly people wanted to keep the area low rise.

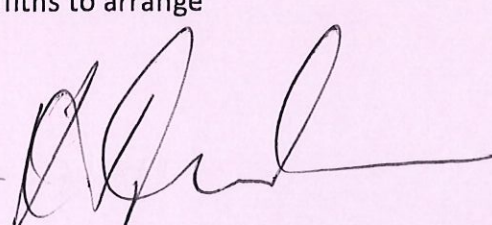
With regard to business, people wanted to see more shops in the area with more light industrial space, offices and market stalls also high on the list.

With regard to the environment people voted overwhelmingly for development of walking routes and better bridleways. Parks and the undercliff/beach were also important.

Further analysis and presentation of findings to follow.

**9. AOB**

Thea suggested contacting Alma at SDNPA to discuss taking walking routes forward. Cathy suggested the various groups should get together before the next meeting to look at their specific topics including existing walking, cycling routes. Action Sue Griffiths to arrange

Signature - 

Date - 24/7/18<sup>4</sup>

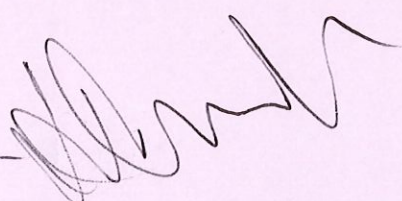


Thea also said she had met with someone from CCG and Chris Bowman agreed it would be good to arrange a meeting with Health Professionals . Action Chris to arrange

After Meeting Cathy agreed to meet with Viv to progress Business Data Base.  
Action Cathy and Viv to arrange

**10. Date of next meeting.**

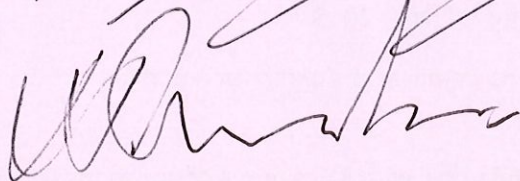
Wed 4<sup>th</sup> July at 7pm.

Signature - 

date - 24/7/18<sup>5</sup>



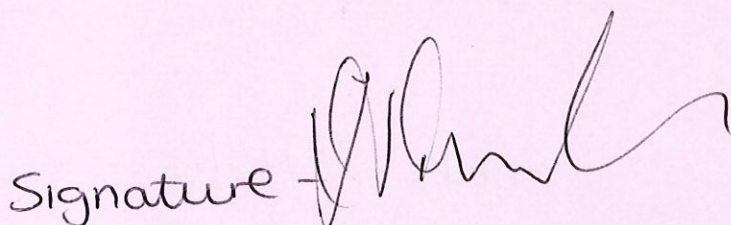
1. NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE (p xxxx)
2. WATER LEAK REPORT (p xxxx)



Maya

Clare Lacey  
Removed by Council  
as unnecessary.

Signature



Date - 24/7/18



# **ITEM 11 COMPLAINT NATWEST BANK – TO NOTE**

The attached complaints have been received by the Town Manager in relation to the conduct of Councillors at the Leisure and Amenities meeting of Tuesday 29<sup>th</sup> May 2018.

After lengthy discussion (and at Councils request) an Agenda item was prepared for a public presentation at the Leisure and Amenities Committee.

The bank representative was requested to present for 15 minutes, with 15 minutes of questions to follow, on a range of topics considered relevant to residents and their banking requirements. This included SCAMS, INTERNET BANKING, MOBILE BANKING and BANKING ADVICE CLINICS.

Video recording is available for Council Members to view (prior to the meeting) should they wish to.

The item was listed on the Agenda lawfully – Local Government Act 1972, Sch 12, paras 10(2)(b) as amended Order 2015 (SI 2015/5) and para 26(2)(b).

Standing Orders do not specify how to deal with complaints of this nature, unless it is a Breach of the Code of Conduct.

Should that be the case, then the Monitoring Officer should be informed.

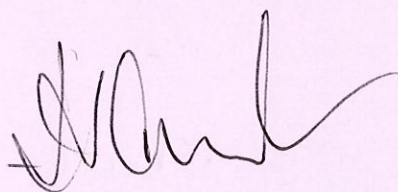
The Good Councillor Guide states "Chairmen have a duty to ensure that council meetings run smoothly, that all business is properly considered and all councillors who wish to speak can do so" and

Standing Orders "No person shall obstruct the transaction of business at a meeting or behave offensively or improperly".

The Localism Act 2011 Code of Conduct applies to elected Members, who signed the Code in May 2015 (Localism Act 2011, s.27).

It is the recommendation of Officers that Council NOTE the attached complaint and response.

Signature



Date - 24/7/18



Peacehaven Town Council  
Meridian Centre  
Meridian Way  
Peacehaven  
East Sussex  
BN10 8BB

8<sup>th</sup> June 2018



Dear Deborah & Claire

**Peacehaven Town Council Meeting Tues 29<sup>th</sup> May 2018**

Further to our recent discussion regarding the Town Council evening meeting on 29/5/18 I would like to express my sincere disappointment at the way your Mayor & councillors behaved.

It seemed to me that they had a completely different agenda to what we had discussed & previously agreed when you requested that I attend the meeting, & clearly had no intention of listening to my 'Scams' presentation. They took the opportunity to express their disgust around the branch closure in Peacehaven which was NOT the reason for my being there.

I found their behaviour rude, arrogant & they were not willing to give me the time to explain my role & how I can help THEIR community moving forward.

My understanding was that the council are there to represent the best interests of their local community & they should be welcoming of any organisation trying to reach out, help & support the local residents. A key part of my role is educating & protecting them against common scams & activities which result in millions of pounds being fraudulently taken from innocent members of the public, in addition to supporting them with alternative, simple & convenient ways to do their banking.

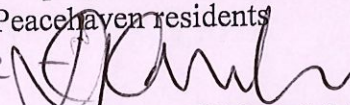
I did endeavour to explain my role & offered to 'condense' the presentation making it shorter but it was made clear to me that the evening was not the time or the place to conduct this.

I do understand their frustrations around the closure but my role is vital to your Community. I really want to try & allay their concerns & offer solutions & support wherever I can.

I advised the council of our agreement in setting up the drop in sessions at the Town Council Offices with effect from June 19<sup>th</sup> but again they showed little interest in this as customers will not be able to do their banking at these clinics however I feel this is a crucial service to the local community at this time.

I have offered to come back at an alternative time convenient to them & left my contact details, however I feel this needs to be discussed with them prior to my visit to ensure the agenda is made clear & that the public get the most out of my presentations.

I am hoping that moving forward they will acknowledge the importance of my role to the Peacehaven residents

Signature 

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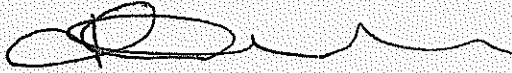


NatWest

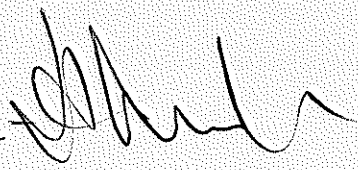
As agreed , I shall start my drop in clinics on Tues 19th June from 10am to 12 noon & look forward to seeing you then.

Many thanks for your help Deborah.

Regards Jacky Gill



Jacky Gill | Community Banker | Personal Banking | NatWest | 4 Clinton Place |  
Seaford | BN25 1NL | Depot Code 063 Telephone : 03457 888 444 | Mobile :  
07917557099 | Email : gilljma@natwest.com |

Signature 

Date - 24/7/18



Peacehaven & District Residents Association

A Sargent:- Chair

D Williams:- Vice Chair

Peacehaven Town Council  
Meridian Centre  
Peacehaven  
East Sussex  
BN 10 8 BB

Peacehaven & District Residents  
Association  
c/o 124 The Promenade  
Peacehaven  
East Sussex  
BN 10 7 JA

11<sup>th</sup> June 2018

For the attention of Ms C Lacey, Town Manager,

Subject:- Leisure & Amenities Meeting held on the 29<sup>th</sup> May 2018.

Dear Ms Lacey,

Thank you for your letter dated the 1<sup>st</sup> June 2018. I understand from our subsequent conversation that NatWest Bank is considering lodging a complaint.

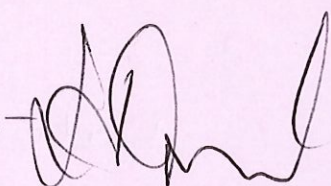
Reviewing your letter I comment as follows:-

**Para 2.** I do not see how this paragraph applies to this complaint. The agenda stated that Item 2 "Introduction of NatWest Bank/Presentation". There is no complaint about the agenda not being sent out correctly.

**Para 3.** Yes the residents would have been grateful to hear what the bank had to say if the lady was allowed to make her presentation.

**Para 4.** You should be addressing this statement to the Chair and members of the committee in attendance at the meeting.

Signature



Date - 24/7/18

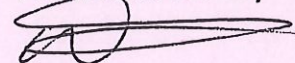


**Para 5.** You should consult with the Clerk of the meeting.

**Para 6.** Before you start referring the complaint to the Monitoring Officer you should adhere to your own procedure (not referred to in your letter) "Peacehaven Town Council Complaints Policy & Procedure" adopted 25<sup>th</sup> October 2016 and to be reviewed 2019.

In conclusion to ensure you get a full and accurate understanding of the events at the meeting you should meet with the Clerk of the meeting together with the Chair and listened to the recording which occurs at every meeting. This will identify which Councillors acted inappropriately.

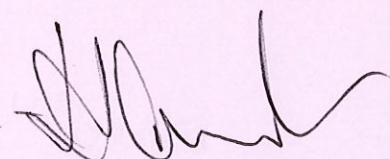
Yours sincerely



A Sargent  
Chair

Cc D Williams, Vice Chair

Signature



Date - 24/7/18



Mr A Sargent  
Peacehaven District Residents Association  
124 The Promenade  
Peacehaven  
BN10 7JA

1<sup>st</sup> June 2018

Dear Mr Sargent

Thank you for your letter dated June 1<sup>st</sup> 2018 reference the Leisure and Amenities Committee of May 29<sup>th</sup> 2018.

With reference to your statement about the Nat West presentation at the meeting, Councillors receive the Agenda and reports 3 clear days prior to the meeting - this follows procedure as the Summons called by the Proper Officer under statutory rules. The agenda and reports included specify the business which it is proposed to transact and are taken as read when sent to the individual Member. They were all made aware of the Nat West presentation on receipt of the agenda for the meeting called.

It is of significant value to the town for the bank to be offering a service of any kind, to our residents. Nat West were a guest of Peacehaven Town Council at the meeting and it is expected that all of our Members would welcome them as such. I am sure our residents are very grateful that the bank will be offering presentations and training on the new service they will be providing in future.

The Good Councillor Guide states "Chairmen have a duty to ensure that council meetings run smoothly, that all business is properly considered and all councillors who wish to speak can do so" and our own Standing Orders "No person shall obstruct the transaction of business at a meeting or behave offensively or improperly".

As I did not attend the meeting, I am unsure which Councillors you refer to in your letter of Complaint.

The Localism Act 2011 Code of Conduct applies to elected Members, most of whom will have signed the Code in May 2015. Should you feel the Code of Conduct has been breached, I am able to refer your complaint to the Monitoring Officer to examine. (Localism Act 2011, s.27) I have attached the most up to date copy for your reference.

Would you be kind enough to let me know which Councillors you feel were acting inappropriately at the meeting?

Once again I am sorry you have had to write in to complain about the behaviour of Council Members. I shall await your response before taking this further

Kindest Regards

Claire Lacey

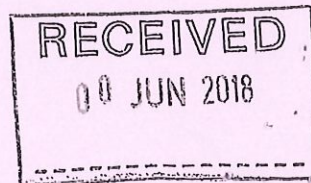
Signature



Date - 24/7/18



Peacehaven & District Residents Association



A Sargent, Chair

D Williams, Vice Chair

Peacehaven Town Council  
Meridian Centre  
Peacehaven  
East Sussex  
BN 10 8 BB

Peacehaven & District Residents  
Association  
c/o 124 The Promenade  
Peacehaven  
East Sussex  
BN 10 7 JA

1<sup>st</sup> June 2018

For the attention of Ms C Lacey, Town Manager,

Subject: - Leisure & Amenities Meeting held on 29<sup>th</sup> May 2018

Dear Ms Lacey,


I attended the above meeting on behalf of the Association and wondered if I was witnessing a scene from the "Vicar of Dibley" if it wasn't considered so serious.

Firstly a lady from NatWest Bank was scheduled to give a talk. At the start she was asked how long the talk would take and her reply was between 40 to 45 minutes. This appeared to be completely unknown to the Chair and the Clerk and was considered by Councillors as too long.

She then proceeded to give a shortened version and was immediately interrupted by one Councillor protesting about the bank closure and the ethics of the bank introducing these closures. This was followed by other Councillors firing questions without waiting for an answer. To the public in attendance the whole episode was embarrassing and the lady withdrew obviously upset.

The timing should have been organised before the agendas were issued i.e. starting the meeting earlier or informing the lady she only had 15 minutes.

A letter of apology should be sent to the lady concerning the lack of organisation and behaviour of the Councillors. Whoever comes to meetings to give talks must be considered guests of the Councillor and treated accordingly.

Signature 

Date - 24/7/18



Secondly we are now in our fourth year of the current Council and yet Councillors present still haven't learnt how to behave at a meeting. The whole meeting then generated with Councillors interrupting one another during debate and the chair not controlling the meeting by stopping the cross talk. As witnessed by the public the meeting was a complete shambles with one Councillor walking out in protest.

We suggest you organise some refresher training with compulsory attendance.

Yours sincerely



A Sargent  
Chair

Cc Cllr J Harrison-Hicks  
D Williams, Vice Chair

Signature 

Date - 24/7/18



Peacehaven & District Residents Association

c/o 124 The Promenade

Peacehaven, East Sussex

BN10 7JA

27<sup>th</sup> June 2018

Dear Mr Sargent,

In response to your recent letters regarding the Leisure and Amenities Committee of 29<sup>th</sup> May 2018 I responded to your complaint regarding the alleged conduct of some Councillors on the Committee. I requested further information from you as to whom specifically you felt had been rude to the Nat West representative.

Whilst I appreciate your comments of your response, I am unable to use internal policies to bring any Councillor to task over their behaviour.

The matter of Breach of Code of Conduct (copy attached) must be reported to the Monitoring Officer, stating that the Members concerned may have compromised or are likely to compromise the impartiality of those who work for, or on behalf of Peacehaven Town Council. The Code of Conduct also states that Members must not conduct themselves in a manner which could reasonably be regarded as bringing their office or authority into disrepute.

Case law recently in the High Court has ruled that Councils must deal with complaints in the correct way and that a Council would be acting unlawfully (*ultra vires*) if it tries to bypass the Code of Conduct procedure under the Localism Act 2011. This specifically addresses alleged misconduct by Councillors.

This means that a local Council is unable to impose sanctions on any of its Members and to do so would breach the Localism Act.

The Monitoring Officer would be required to assess the complaint, take advice from an Independent Person and if required, investigate to determine whether there is a basis to support the decision.

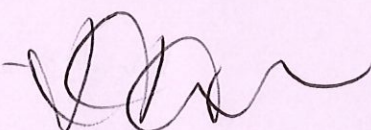
For me not to follow this course of action would potentially breach Article 10 ECHR.

I do hope you will reconsider and I will be happy to liaise with the Monitoring Officer for you, should you wish to pursue the complaint.

Kindest Regards

Claire Lacey

Town Manager

Signature 

Date - 24/7/18



ager

From: Jackie Harrison-Hicks <jmharricks@gmail.com>  
To: Town Manager  
Cc: lyndaduhigg@hotmail.com  
Subject: Natwest Bank.

Dear Claire.

*I wish to raise a complaint with regards to the NatWest Bank Presentation at a recent council meeting where I was chair at the beginning of the meeting.*

*On the agenda, it stated a presentation by NatWest Bank. I asked the lady who was to do the presentation how long it would take. She replied 40 minutes or so. I did inform her that was far too long, as presentations normally would take 10-15 minutes. She was given this time. I stopped her after 15 minutes. Unfortunately, she was continually interrupted by certain cllrs with questions. You would have heard that on the recording.*

*A presentation such as that, should not have been put only to the Leisure & Amenities committee meeting. It should have been brought to full council. It was far too long and should have been booked for a one off meeting and open to Cllrs and residents alike.*

*Yes, the presentation was on the agenda but did not state the length of time. I do not think any of those present were aware just how long it would have taken. Did the officer who arranged it not check the length of time it would take? Nearly one hour before commencement of a meeting is not what is expected of a presentation before business of council begins. Even at District or County level, presentations before the meeting are short but something over 20 minutes, a separate meeting is called.*

*Why was NatWest given the opportunity of a presentation to the council when really NatWest would only be of interest to those people who used that bank? Although I agree information would be useful to all residents what to do when the banks close,, surely they could have had a meeting in the Anzac room or even the lobby one morning when the residents were there to ask questions? A much wider audience. (The Co-op Bank, Halifax or Barclays gave a presentation prior to closure in this area), so what was so special about NatWest?*

*The banks have brought closures on themselves by introducing 'on line banking' as we move with time, I do not suppose they would have thought about the chaos it would cause, but this sort of information should have been brought to the attention of the populace before it happened – not after. NatWest bank in Seaford is also due to close this month- the nearest will be Brighton at present. Case of " shutting the stable door after the horse has bolted!" comes to mind with that presentation.*

regards  
Jackie.

Signature



Date - 24/7/18











At : 09:17

Current Bank A/c

## List of Payments made between 01/04/2018 and 30/05/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/04/2018	TAMAR ORGANICS Ltd	119947	20.10		Green waste
01/04/2018	STAR FUELS	119948	240.20	CVL	Diesel for tractor
01/04/2018	AMP Services	119949	69.44	CVL	CHAIN REPAIR
01/04/2018	Countrymans Contractors Ltd	119950	2,730.00	CVL	Final Cut
01/04/2018	Quality Office Supplies Ltd	119952	245.84	CVL	01171934/Quality Office Suppl
01/04/2018	South East Water	119955	7,032.78	CVL	Oct 17 Mar 18 Stand Apr- Sept
01/04/2018	BRITISH GAS	119956	137.74	CVL	998202842/BRITISH electricity
01/04/2018	RICOH UK	119957	1,127.59	CVL	101088722/RICOH UK
01/04/2018	Heatcraft And Ventilation Ltd	119958	355.20	CVL	maintenance service
01/04/2018	TRAVIS PERKINS Trading	119965	60.42	cvi	Barrier Fencing/black pipe
01/04/2018	Chris Bartholomew Electrical C	119966	991.92	CVL	Check Solar panels/lights
01/04/2018	Spy AlarmsLtd	119967	66.00	cvi	Faulty sounder beacon on roof
01/04/2018	Think Group	119968	411.68	cvi	104477/Think Group
01/04/2018	Heatcraft And Ventilation Ltd	119970	162.00	cvi	boiler leak community centre
01/04/2018	Quality Office Supplies Ltd	119971	64.44	cvi	01176056/Quality Office Suppl
01/04/2018	Business Sream	119973	5,342.41	CVL	Waste water services
01/04/2018	RICOH UK	119980	83.76	CVL	101065613/RICOH UK
01/04/2018	Ricoh Capital Ltd	203601	1,438.86	CVL	120136244/Ricoh Capital Ltd
01/04/2018	CATHY GALLAGHER	203622	40.00	CVL	Neighbourhood Plan Publicity
01/04/2018	CATHY GALLAGHER	203623	170.35	CVL	Neighbourhood Plan Publicity
01/04/2018	The Fuelcard Peaople	DD	65.88	cvi	Diesel
01/04/2018	Barclays	dd	3.00	CVL	BACSCHARGES feb to mar 18
01/04/2018	SME IT Solutions Limited	dd 03/04	435.84	cvi	Monthly services for April
01/04/2018	EDF	dd 03/05	401.76	cvi	Electricity March Community H
01/04/2018	EDF	dd 04/04	357.34	cvi	VAT adjustment repl Bill end44
01/04/2018	The Fuelcard Peaople	dd 31/03	10.80	cvi	1309780/The Fuelcard Peaople
01/04/2018	Barclays	dd comm	3.00	CVL	Overdraft commission April 18
01/04/2018	Barclays	dd EDF APR	71.34	cvi	EDF Electricity Roderick Av Mar
01/04/2018	Barclaycard PDQ charges	dd PDQ	42.87	cvi	PDQ machine charges
01/04/2018	Lewes District Council	dd rates17	1,512.00	cvi	1st Busi Rate community house
01/04/2018	The Fuelcard Peaople	dd15/04	1.20	CVL	1319529/The Fuelcard Peaople
01/04/2018	Lewes District Council	ddRates 19	222.00	cvi	1st Busi Rates Sports Park
04/04/2018	Tansleys Printers Limited	119954	184.80	CVL	Neighbourhood plan Posters
04/04/2018	Tansleys Printers Limited	119963	92.40	CVL	Neighbourhoodplan poster rerun
04/04/2018	AVS Fencing Supplies Limited	119964	93.15	CVL	Maintenacematerials green post
24/04/2018	Fiona Smithson	119961	50.00	TL	Sports Park Deposit Refund
24/04/2018	Sam Cork	119962	50.00	TL	Sports Park Refund
24/04/2018	Avril Davis	119974	120.00	AL	Mayo's charity
24/04/2018	Tracy Tucker	119975	120.00	AL	Mayo's charity
24/04/2018	Sussex Pet Rescue	119976	2,179.42	AL	Mayo's charity
24/04/2018	Chestnut Tree House	119977	2,179.42	AL	Mayo's charity
24/04/2018	Angels Walk	119978	2,179.42	AL	Mayo's charity
30/04/2018	Caroline Reid	119940	600.00	CVL	April Toilet Cleaning
30/04/2018	Lewes District Council	119941	1,083.55	CVL	traderefusecollection 1/4-30/6
30/04/2018	Chandler Editing & Writing	119942	160.00	CVL	E-news for April
30/04/2018	Mailserv LTD	119943	119.40	CVL	Postal Rate Change
30/04/2018	Wightman & Parrish Ltd	119944	221.74	CVL	Cleaning Prod & Towelstollets

Continued on Page 2



At : 09:17

Current Bank A/c

## List of Payments made between 01/04/2018 and 30/05/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
30/04/2018	Ernest Doe & Sons Ltd	119945	96.16	CVL	oil filter cap
30/04/2018	Sats4u	119951	65.00	CVL	Damage to main barrier
30/04/2018	Symbio	119953	1,193.18	CVL	compost
09/05/2018	The Rotary Club N.P.&T	119979	2,179.42	AL	Mayor's Charity
06/04/2018	EDF01	DD 03/05	-401.76		Suspended Invoice
15/05/2018	Barclaycard PDQ charges	DD May 18	42.49	CVL	PDQ machine May 18
16/05/2018	John Lawson Circus	203626	200.00	TL	Deposit Refund
16/05/2018	Kelly Bridges	203624	50.00	TL	Deposit refund S/Park
16/05/2018	B Melif	203625	50.00	TL	Deposit refund S/Park
16/05/2018	Laura Wardle	203627	50.00	TL	Deposit refund S/Park
16/05/2018	Charlotte Haley	203628	50.00	TL	Deposit refund S/Park
16/05/2018	Mencap Newhaven	203629	100.00	TL	Deposit Refund C House
16/05/2018	Caroline Reid	203630	620.00	CVL	Toilet cleaning May 18
16/05/2018	HR Services Partnership	203631	1,950.00	cvi Comm 09/05/18	General advice
16/05/2018	Starford HR & Legal Services	203632	943.20	cvi	HR services and staff support
16/05/2018	Zurich Municipal	203633	13,925.07	cvi	Insu policy Jun 18 to Jun 19
16/05/2018	Wightman & Parrish Ltd	203634	381.20	cvi	Hand towels and cleaning mater
16/05/2018	Spaldings Limited	203635	121.91	cvi	halogen beacon, streammer line
16/05/2018	Rialtas Business Solutions Ltd	203636	420.00	cvi	Set up Install New Finacial Ye
16/05/2018	Heatcraft And Ventilation Ltd	203637	508.54	cvi	Remove/replace expansion vesse
16/05/2018	Ernest Doe & Sons Ltd	203638	106.50	cvi	Autocut 25-2 head
16/05/2018	U-Benders	203639	122.24	cvi	to fixe broken siphon
16/05/2018	Rigby Taylor	203640	53.40	cvi	linemark blue colourant
16/05/2018	Cinemobile	203641	3,060.00	CVL	Provision for Cinema services
21/05/2018	The Fuelcard Peaple	dd 13thmay	69.26	CVL	Diesel up to the 13th May
21/05/2018	DMH Contractors Limited	203605	23,310.00	CVL	Water Repair
21/05/2018	EDF	203606	70.27	CVL	Elect Roderick Avenue
21/05/2018	The Fuelcard People	203607	1.20	CVL	1334023/The Fuelcard Peaple
21/05/2018	Tim Jordan	203608	2,448.00	CVL	4410/Tim Jordan
21/05/2018	Pitney Bowes LTD	203609	200.00	CVL	Postage Machine
21/05/2018	Quality Office Supplies Ltd	203610	140.13	cvi	Stationary inv end # 69,90,,68
21/05/2018	Rigby Taylor	203611	2,023.00	cvi	0256861/Rigby Taylor 3Way Rye
21/05/2018	ScottishPower Group	203612	158.87	CVL	6160011624086/ScottishPower Gr
21/05/2018	SME IT Solutions Limited	203613	435.84	cvi	IT For May 18
21/05/2018	Tansleys Printers Limited	203614	174.00	CVL	5375&5374/Tansleys Printers Li
21/05/2018	Chandler Editing & Writing	203607	120.00	cvi	enews May 2018
21/05/2018	Rialtas Business Solutions Ltd	203615	142.80	CVL	Software Maintenance
22/05/2018	C.E.F	203610	138.96	CVL	Lighting parts e.g switches
22/05/2018	C.E.F	203612	67.38	cvi	Time guard trifast RCD socket
22/05/2018	Louise Steel	203602	1,029.00	cvi	18/006/Louise Steel Accounts
22/05/2018	Barclaycard Commercial	203608	856.52	cvi	Credit card charges
22/05/2018	Vitax Limited	203609	1,560.00	cvi	Turf orbase outfield
22/05/2018	Surrey Hills	203614	606.00	CVL	Legal Advice
22/05/2018	PHS Group	203616	576.56	cvi	Higene products
22/05/2018	ssalc Limited	203619	72.00	cvi	time management workshop
22/05/2018	R Poplett holdings	203620	2,028.00	cvi	rent unit 6 Victoria Enterp



At : 09:17

Current Bank A/c

## List of Payments made between 01/04/2018 and 30/05/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/05/2018	Farrington Property Developmen	203621	1,040.00	cvl	BLOCK3&CONTAINER6/Farrington P
Total Payments			96,505.39		



### **3. BUDGETARY CONTROL**

3.1 The RFO shall submit to all main service committee's a quarterly budget monitoring report with supporting schedules of receipts and payments and committed expenditure to date under each budget heading comparing actual/committed expenditure against the approved budget with a year-end forecast. A monthly budget monitoring report will also be provided to the lead committee officers and the Chairs of the main service committees.

3.2 Expenditure on the revenue and capital accounts may be incurred up to the amounts included for that class of expenditure in the approved budget.

3.3 No expenditure may be incurred by a Committee that will exceed the amount provided in the approved budget for that class of business. During the budget year and in accordance with Committee terms of reference, having considered fully the implications for public services, unspent and available amounts, may be moved to other budget headings or to an earmarked or general reserve as appropriate. 3.4 Expenditure may not be incurred which cannot be met from the amount provided within the net revenue budget (i.e. expenditure less income) or when this is likely to result in an overspend in the year unless a request for a supplementary estimate has been submitted to the Policy & Finance Committee (see 3.3 above). This regulation shall apply where such an event would result in an increase in net cost within the financial year.

**Committee to Receive Budget Monitoring Report 1<sup>st</sup> April 2018 – 31<sup>st</sup> May 2018**



Date :- 31/05/2018

Peacehaven Town Council 2018/19

Page No: 1

Time :- 08:56

Detailed Income &amp; Expenditure by Account 30/05/2018

Month No : 1

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget
<b><u>Expenditure Detail</u></b>						
4001 Salaries	25,526	309,880	284,354		284,354	8.2 %
4002 Er's NIC	2,102	25,619	23,517		23,517	8.2 %
4003 Er's Supn	3,108	59,530	56,422		56,422	5.2 %
4004 Overtime	202	4,000	3,798		3,798	5.0 %
4011 Training	0	3,000	3,000		3,000	0.0 %
4101 Repair/Alteration of Premises	624	21,510	20,886		20,886	2.9 %
4103 Annual Servicing Costs	882	875	-7		-7	100.8 %
4111 Electricity	815	12,180	11,365		11,365	6.7 %
4112 Gas	0	5,400	5,400		5,400	0.0 %
4121 Rents	0	15,000	15,000		15,000	0.0 %
4122 Service Charge	0	12,900	12,900		12,900	0.0 %
4131 Rates	1,734	18,840	17,106		17,106	9.2 %
4141 Water Services	12,375	11,300	-1,075		-1,075	109.5 %
4151 Fixtures & Fittings	0	700	700		700	0.0 %
4161 Cleaning Costs	600	5,000	4,400		4,400	12.0 %
4162 Cleaning Materials	185	5,000	4,815		4,815	3.7 %
4163 Personal Hygiene	0	1,000	1,000		1,000	0.0 %
4164 Trade Refuse	1,100	3,700	2,600		2,600	29.7 %
4166 Skip Hire	0	770	770		770	0.0 %
4171 Grounds Maintenance Costs	2,275	35,000	32,725		32,725	6.5 %
4173 Fertilisers & Grass Seed	994	3,000	2,006		2,006	33.1 %
4202 Repairs/Maintenance of Vehicle	58	2,500	2,442		2,442	2.3 %
4203 Fuel	294	5,600	5,306		5,306	5.2 %
4204 Road Fund License	0	540	540		540	0.0 %
4205 Hire/Lease of Vehicles	0	1,200	1,200		1,200	0.0 %
4212 Mileage Costs	0	1,000	1,000		1,000	0.0 %
4301 Purchase of Furniture/Equipmen	0	8,100	8,100		8,100	0.0 %
4302 Purchase of Materials	0	6,000	6,000		6,000	0.0 %
4303 Machinery Mlce/Lease	80	2,620	2,540		2,540	3.1 %
4304 Catering	0	100	100		100	0.0 %
4305 Uniform	0	1,050	1,050		1,050	0.0 %
4306 Printing	2,209	1,100	-1,109		-1,109	200.8 %
4307 Stationery	259	1,000	741		741	25.9 %
4311 Professional Fees - Legal	0	2,250	2,250		2,250	0.0 %
4312 Professional Fees - Other	0	3,400	3,400		3,400	0.0 %
4314 Audit Fees	0	2,000	2,000		2,000	0.0 %
4315 Insurance	0	12,800	12,800		12,800	0.0 %
4322 BACS Charges	0	600	600		600	0.0 %
4323 PDQ Charges	45	500	455		455	9.1 %
4325 Postage	100	1,650	1,551		1,551	6.0 %

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Date :- 31/05/2018

Peacehaven Town Council 2018/19

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Detailed Income &amp; Expenditure by Account 30/05/2018

Month No : 1

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget
4326 Telephones	343	5,250	4,907		4,907	6.5 %
4327 Computers	363	5,275	4,912		4,912	6.9 %
4328 Website	0	2,000	2,000		2,000	0.0 %
4329 Advertising	441	1,000	559		559	44.1 %
4330 Newsletter	135	2,000	1,865		1,865	6.8 %
4331 Mayor's Allowance	0	1,500	1,500		1,500	0.0 %
4332 Mayor's Reception	2,419	1,200	-1,219		-1,219	201.6 %
4333 Members Allowance	0	4,250	4,250		4,250	0.0 %
4334 Members Training	0	500	500		500	0.0 %
4335 Civic Expenses	0	1,700	1,700		1,700	0.0 %
4341 Grants	6,538	21,020	14,482		14,482	31.1 %
4342 Subscriptions	0	3,500	3,500		3,500	0.0 %
4343 Contributions to Provisions	0	6,940	6,940		6,940	0.0 %
4900 Miscellaneous Expenses	317	6,880	6,563		6,563	4.6 %
<b>Total OverHead</b>	<b>66,123</b>	<b>671,229</b>	<b>605,106</b>	<b>0</b>	<b>605,106</b>	<b>9.9 %</b>

**Income Detail**

1001 Precept	0	428,340	-428,340			0.0 %
1005 Grants - Lewes DC	0	69,559	-69,559			0.0 %
1013 Income from Photocopying	43	500	-457			8.6 %
1016 Housing Benefit Claims LDC	0	3,000	-3,000			0.0 %
1017 Foodliner Sales	103	1,500	-1,397			6.9 %
1020 Income fm Grass/Verge Cutting	0	18,000	-18,000			0.0 %
1025 Rent & Service Charge	676	22,340	-21,664			3.0 %
1039 S/P Cats	300	0	300			0.0 %
1041 S/P Telephone Masts	0	4,300	-4,300			0.0 %
1043 S/P Football Pitches	243	2,000	-1,757			12.1 %
1044 Hire of the Dell	540	5,000	-4,460			10.8 %
1050 Allotment Rent	0	1,950	-1,950			0.0 %
1061 S/P Court Hire	3,157	5,200	-2,043			60.7 %
1069 C/H Police Room	0	1,500	-1,500			0.0 %
1070 C/H Phoenix Room	1,083	5,800	-4,717			18.7 %
1072 C/H Copper Room	0	11,500	-11,500			0.0 %
1075 C/H Charles Neville	485	10,000	-9,515			4.8 %
1076 C/H Main Hall	1,635	23,800	-22,165			6.9 %
1077 C/H Anzac Room	943	8,500	-7,557			11.1 %
1078 C/H Main Kitchen	68	1,200	-1,132			5.7 %
1079 C/H Anzac Kitchen	25	600	-575			4.2 %
1080 C/H Foyer	162	200	-38			80.8 %
1081 C/H Equipment Hire	60	700	-640			8.6 %
1084 Sports Pavilion	1,235	24,300	-23,065			5.1 %

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Date :- 31/05/2018

Peacehaven Town Council 2018/19

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Time :- 08:56

Detailed Income &amp; Expenditure by Account 30/05/2018

Month No : 1

Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% of Budget
1085 Caretaking Recharge	0	1,600	-1,600			0.0 %
1091 Cinema Income	619	2,500	-1,881			24.7 %
1092 Electricity Feed-in Tariff	0	8,200	-8,200			0.0 %
1094 Other Customer & Client Receipt	0	14,700	-14,700			0.0 %
1200 Income from Recharges	0	3,140	-3,140			0.0 %
1309 Other Income	0	300	-300			0.0 %
<b>Total Income</b>	<b>11,376</b>	<b>680,229</b>	<b>-668,853</b>			<b>1.7 %</b>
<b>Total Expenditure</b>	<b>66,123</b>	<b>671,229</b>	<b>605,106</b>	<b>0</b>	<b>605,106</b>	<b>9.9 %</b>
<b>Total Income</b>	<b>11,376</b>	<b>680,229</b>	<b>-668,853</b>			<b>1.7 %</b>
<b>Net Expenditure over Income</b>	<b>54,746</b>	<b>-9,000</b>	<b>-63,746</b>			



## **AGENDA ITEM 9**

### **BANK AUTHORISED SIGNATORIES**

At the Full Council meeting of 8<sup>th</sup> August 2017 the following Councillors were nominated as Authorised Bank Signatories

Councillor Rachael Coles, Councillor Daryl Brindley, Councillor Andy Loraine, Councillor Melvyn Simmons

Councillors Brian Gosling, Jean Farmiloe and Reg Farmiloe having resigned as Peacehaven Town Council Members as of 21<sup>st</sup> May 2018 have been removed from the Bank Mandate signatory list

It is usual that the Chair and Vice Chair of the Council are named authorised signatories on the Bank Mandate, in line with Barclays usual policy, however Councillor Jackie Harrison Hicks has refused to sign the Bank Mandate

Councillor Job Harris as Vice Chair to Peacehaven Town Council has completed the signatory forms

Councillor Lynda Duhigg has also offered to authorise payments for the Council

### **DECISION**

Committee to retrospectively authorise the following Councillors as Authorised Bank signatories

Councillor Job Harris  
Councillor Lynda Duhigg

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## **AGENDA ITEM 10**

### **BANK RECONCILIATION FOR PERIOD 1<sup>ST</sup> APRIL 2018 TO 31<sup>ST</sup> MAY 2018**

To authorise a Bank Reconciliation signatory

1<sup>st</sup> April 2018 – 31<sup>st</sup> May 2018 Signed by Councillor Rachael Coles  
To be tabled at the meeting  
Authorised by receipt

### **RECOMMENDATION**

Committee Approve Councillor as the Nominated Bank Reconciliation signatory



## **AGENDA ITEM 12**

### **PROJECTIONS AND CIL FUNDING PROJECTS – TO NOTE**

£33,182.73 has been transferred to Peacehaven Town Council during April 2018 under regulation 59A of the CIL Regulations 2010 (as amended).

This money was collected following commencement of the following developments:

- LW/17/0375 (£1,603.80)
- LW/17/0325 (£3,356.10)
- LW/17/0515 (£3,333.83)
- LW/15/0858 (£4,765.50)
- LW/16/0802 (£145.80)
- LW/17/0786 (£2,361.15)
- LW/16/0841 (£17,616.56)

2016/17 Peacehaven Council received £2,153.39 CIL

2017/18 Peacehaven Council received £16,412.69 CIL

2018/19 Peacehaven Council received £33,182.73 CIL

Total CIL payments to date - £51,748.81 is currently in an Earmarked Reserve

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## **AGENDA ITEM 13**

### **REPORT TO NOTE**

Firle Road Play Equipment - Resolution of Council 16<sup>th</sup> March 2017 to replace play equipment at the Firle Road play area using Playdale at a cost of £26,506.76 has been dependent on the receipt of sufficient S106 or CIL funding.

The cost of this equipment has increased by up to 2% at the current rate of inflation, due to the delay in receipt of money from Lewes District Council.

Leisure and Amenities Committee on 29<sup>th</sup> May resolved to re approve the payment for the play equipment to be installed with immediate effect – up to a maximum value of £27,036.90.

Policy and Finance Committee are required to Note this additional spend