



PEACEHAVEN TOWN COUNCIL

TONY ALLEN
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TOWN COUNCIL OFFICE
MERIDIAN CENTRE
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14th August 2019

Members of Peacehaven Town Council are summoned to the Council meeting to be held in the Anzac Room, Community House, Meridian Centre, Peacehaven, on Tuesday 20th August 2019 at 6.30 pm.

A handwritten signature in black ink, appearing to be 'TA', followed by a horizontal line.

Tony Allen
Town Clerk

AGENDA

GENERAL BUSINESS

- 1 C522 TO CONSIDER APOLOGIES FOR ABSENCE
- 2 C523 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS
- 3 C524 TO ADOPT THE MINUTES OF THE PREVIOUS COUNCIL MEETINGS HELD ON THE 30th JULY 2019 & 6th AUGUST 2019
- 4 C525 TO APPOINT COUNCILLOR(S) TO THE PERSONNEL COMMITTEE

CONFIDENTIAL

NOTE: In accordance with Standing Order 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 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 item:-

- 5 C526 APPOINTMENT OF FINANCE ADMINISTRATOR – INTERVIEW PANEL REPORT & RECOMMENDATIONS
- 6 C527 DATE OF THE NEXT MEETING – Tuesday 24th September 2019



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Minutes of the meeting of Council held in the Anzac Room, Community House, Meridian Centre at 7.00pm on Tuesday 30th July 2019

Present – Mayor Cllr Claude Cheta, Cllr Chris Collier, Cllr Lynda Duhigg, Cllr Catherine Gallagher, Cllr Alan Goble, Cllr Sue Griffiths, Cllr Gloria Hill, Cllr Lyn-Mai Mills, Cllr Dawn Paul, Cllr David Seabrook, Cllr Isobel Sharkey, Cllr Emilia Simmons, Cllr Betty Walters and Cllr Wendy Veck.

Officers; A/RFO, Andy Beams.

GENERAL BUSINESS

1 C511 PUBLIC QUESTION TIME

There were no members of the public present.

2 C512 TO CONSIDER APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Alan Milliner and Cllr Lucy Symonds.

3 C513 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

There were no declarations of interest.

4 C514 TO ADOPT THE MINUTES OF THE PREVIOUS COUNCIL MEETING HELD ON THE 23rd JULY 2019

The minutes were proposed by Cllr Collier, seconded by Cllr Hill and agreed as a true record.

5 C515 APPOINTMENT OF COUNCILLORS TO COMMITTEES, SUB-COMMITTEES & WORKING PARTIES

It was agreed to add Cllr Veck to the Civic and Events Committee and the Personnel Committee.

CONFIDENTIAL

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6 C516 APPOINTMENT OF TOWN CLERK:-

6.1 To receive the report and recommendations of the Council's Selection Panel, following the interviews conducted on the 27th July 2019.

Cllr Seabrook presented to members on behalf of the interview panel. He explained the council priorities the panel had considered during the interview process and that they had interviewed two very strong candidates.

As a result of the panel's deliberations, three proposals were put to the council for consideration.

Minutes of the Meeting of Peacehaven Town Council – 30th July 2019

Members discussed all three proposals in detail before agreeing on the following:

Proposal 1 was put by Cllr Hill, seconded by Cllr Griffiths and agreed.

A motion to reject proposal 2 was put by Cllr Seabrook, seconded by Cllr Duhigg and agreed to reject.

Proposal 3 was put by Cllr Seabrook, seconded by Cllr Collier and agreed.

6.2 To make the appointment and agree and contractual or other matters.

It was agreed that Cllr Seabrook would speak to the candidates tomorrow to inform them of the council's decision. If the successful candidate accepts the offer, Cllr Seabrook was authorised to contact SSALC to arrange the necessary contract details.

7 C517 DATE OF THE NEXT MEETING – Tuesday 24th September 2019

There being no further business, the meeting closed at 8.45pm.



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Minutes of the meeting of Council held in the Anzac Room, Community House, Meridian Centre at 6.30pm on Tuesday 6th August 2019

Present – Mayor Cllr Claude Cheta, Deputy Mayor Cllr Job Harris, Cllr Lynda Duhigg, Cllr Sue Griffiths, Cllr Gloria Hill, Cllr Isobel Sharkey, Cllr Dawn Paul, Cllr Lyn-Mai Mills, Cllr David Seabrook, Cllr Chris Collier, Cllr Alan Goble, Cllr Catherine Gallagher, Cllr Lucy Symonds, Cllr Alan Milliner, Cllr Wendy Veck.

Officers; A/Town Clerk, Tony Allen.

GENERAL BUSINESS

1 C518 TO CONSIDER APOLOGIES FOR ABSENCE

Apologies from Cllr Betty Walters (on holiday) were approved.

2 C519 TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

No interests were declared.

CONFIDENTIAL

NOTE: *In accordance with Standing Order 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the business to be transacted, the public and press were excluded from the discussion of the following item:-*

3 C520 APPOINTMENT OF TOWN CLERK – RATIFICATION AND SIGNING OF THE NEW CLERK'S CONTRACT OF EMPLOYMENT

The Clerk addressed Councillors regarding a few proposed changes and clarifications with regard to his draft contract.

[The Clerk left the room].

Council discussed the Clerk's draft contract and the points raised by the Clerk. Changes to the contract were discussed and a final version was agreed. It was unanimously resolved that the contract (as amended) should be adopted and signed by the Chairman on behalf of Council.

[The Clerk returned to the room].

The Chairman informed the Clerk of Council's discussions and proposed additional amendments to the draft contract.

Minutes of the Meeting of Peacehaven Town Council – 6th August 2019

The Clerk stated that he fully accepted the contract as described by the Chairman and thanked Councillors for their confidence in appointing him as their Clerk.

The Chairman welcomed the Clerk on behalf of Council, stating that he looked forward to working together in the future.

In a related matter, Cllr Seabrook updated Councillors on the recruitment of a finance assistant.

4 C521 DATE OF THE NEXT MEETING – Tuesday 24th September 2019

There being no further business, the meeting closed at 19:07



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MEMBERSHIP OF COMMITTEES & OTHER BODIES

MEMBERS TO SERVE ON THE PLANNING & HIGHWAYS COMMITTEE

Cllr Sharkey (Chairman), Cllr Duhigg, Cllr Goble, Cllr Paul, Cllr Griffiths, Cllr Seabrook, Cllr Hill, Cllr Mills, Cllr Milliner (Vice-Chairman).

MEMBERS TO SERVE ON THE POLICY & FINANCE COMMITTEE

Cllr Collier (Chairman), Cllr Duhigg (Vice-Chairman), Cllr Gallagher, Cllr Sharkey, Cllr Goble, Cllr Griffiths, Cllr Seabrook, Cllr Walters, Cllr Milliner.

MEMBERS TO SERVE ON THE GRANTS SUB-COMMITTEE

Cllr Griffiths (Chairman), Cllr Collier, Cllr Duhigg, Cllr Sharkey, Cllr Walters.

MEMBERS TO SERVE ON THE LEISURE, AMENITIES & ENVIRONMENT COMMITTEE

Cllr Griffiths (Chairman), Cllr Simmons (Vice-Chairman), Cllr Mills, Cllr Seabrook, Cllr Hill, Cllr Gallagher, Cllr Sharkey, Cllr Paul, Cllr Symonds.

MEMBERS TO SERVE ON THE PERSONNEL COMMITTEE

Cllr Seabrook (Chairman), Cllr Collier (Vice-Chairman), Cllr Gallagher, Cllr Sharkey, Cllr Milliner, Cllr Veck.

MEMBERS TO SERVE ON THE CIVIC & EVENTS COMMITTEE

Cllr Duhigg (Chairman), Cllr Paul, Cllr Goble, Cllr Hill (Vice-Chairman), Cllr Mills, Cllr Simmons, Cllr Milliner, Cllr Symonds, Cllr Veck.

NOTE: The Chairman and Vice-Chairman of Council are ex-officio members of all committees.

MEMBERS TO SERVE ON THE NEIGHBOURHOOD PLANNING STEERING GROUP

Cllr Sharkey & Cllr Paul.

MEMBERS TO SERVE ON THE ESCC SLR FORUM

Cllr Goble, Cllr Paul, Cllr Mills & Cllr Duhigg should serve on this forum.

MEMBERS TO SERVE ON OUTSIDE BODIES & ASSOCIATIONS

- Citizens Advice Bureau – Cllr Sharkey.
- Community Transport Lewes Association – Cllr Paul.
- Crime Stoppers – Cllr Harris.
- Lewes District Association of Local Councils – Cllr Collier.

- Peacehaven & Telscombe Housing Association – Cllr Hill.
- Peacehaven & Telscombe Access Group – Cllr Duhigg.
- Royal British Legion – Cllr Harris.
- The House Project – Cllr Mills.
- Town Forum – Cllr Simmons.
- Community Orchard – Cllr Seabrook.
- Community Garden – Cllr Paul.
- National Park Authority – Cllr Gallagher.
- Peacehaven & District Residents Association – Cllr Hill.
- Green Havens Network – Cllr Seabrook.
- Lewes & Havens Community Network – Cllr Griffiths.
- Downlands Court – Cllr Gallagher.
- Joint Action Group – Cllr Mills, Cllr Milliner.
- Age UK/Kempton House – Cllr Hill

V8 – 9th August 2019