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PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of Peacehaven Town Council, held on Zoom, at 7.30pm on Tuesday 27th October 2020

Present – Mayor Cllr Claude Cheta, Deputy Mayor Cllr Job Harris, Cllr Lynda Duhigg, Cllr Sue Griffiths, 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 Emilia Simmons, Cllr Ron White, Cllr Alan Milliner, Cllr Wendy Veck.

Officers; Town Clerk, Tony Allen; Civic & Marketing Officer, Deborah Donovan; Senior Projects Officer, Michelle Edser.

Public; Three members of the public were present.

C660 Mayor's/Chairman's announcements.

The Chairman welcomed everyone to the meeting.

The Chairman reported on his visit to the Newhaven Food Bank and noted that he will be judging the children's pumpkin decorating competition on the 28th October 2020.

The Chairman stated that he was proud to see the hard work that is going on in the community.

C661 Public session.

There were no questions from members of the public.

Mr Jim Boot, NDP Consultant, gave a presentation to update the meeting regarding the development and progress of the Neighbourhood Development Plan. The following areas were covered:-

- Master Planning, including the Town 'centre'.
- Design Codes and Character Areas.
- Public consultation and Consultation Statement.
- Housing mix.
- Government's Planning White Paper consultation.

[Mr Boot and one member of the public left the meeting]

C662 To approve apologies for absence.

It was resolved to accept apologies from Cllr Hill.

C663 To receive declarations of interests.

Cllr Duhigg as a District Councillor with planning and CIL responsibilities.

C664 To adopt the minutes of the previous Council meeting held on the 29th September 2020

It was resolved to adopt the minutes as a true record.

C665 To ratify actions, receive minutes, Chairmen's reports and referrals from Committees & Working Parties.

a) Policy & Finance Committee:-

- i. To receive the Committee's financial report.

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It was resolved to receive this report, including the signing of the Bank Reconciliations and approval of payments, as set out in the draft meeting minutes of the 21st October 2020.

- ii. **To receive the meeting minutes of the 22nd September 2020.**
It was resolved to receive these minutes.
- iii. **To note the draft meeting minutes of the 21st October 2020.**
These minutes were noted.
- iv. **To approve CIL funding for the new Flint Way pathway.**
The Clerk's report was noted and discussed.
It was resolved to use PTC CIL funds for this purpose and for the Finance Officer to seek reimbursement from S.106 funds.
- v. **To note arrangements for drafting the 2021/22 budget & precept.**
Cllr Collier reported that he had met with the Finance Officer and that they had developed an approach for setting the new budget, which included Committee Works Programmes for estimating and tracking budgeted expenditure.

b) Planning & Highways Committee:-

- i. **To receive the meeting minutes of the 8th September 2020.**
It was resolved to receive these minutes.
- ii. **To note the draft meeting minutes of the 6th October 2020.**
These minutes were noted.

c) Personnel Committee

Cllr Seabrook stated that the next meeting of the Personnel Committee is being arranged.

d) Leisure, Amenities & Environment Committee

Cllr Griffiths stated that the Committee next meets on the 3rd November 2020.

e) Civic & Community Events Committee:-

- i. **To receive the meeting minutes of the 18th August 2020.**
It was resolved to receive these minutes.
- ii. **To note the draft meeting minutes of the 20th October 2020.**
These minutes were noted.

f) Business Development & E-Comm's Committee:-

- i. **To note the draft meeting minutes of the 22nd September 2020.**
These minutes were noted.

g) Climate Change Working Party

- i. **To note the draft meeting notes of the 23rd September 2020.**
These meeting notes were noted.

C666 To receive a presentation and report from the Neighbourhood Development Plan Steering Group.

Cllr Gallagher referred to the circulated draft minutes of the Steering Group's last meeting, noting that these included a lot of important detail and information.

It was noted that the Steering Group next meets on the 12th November 2020, with all Councillors invited to attend.

C667 To receive a report from the PTC Havens Health liaison group.

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Mrs Donovan stated that the latest position was captured in the circulated notes of the 6th October 2020 meeting of the liaison group.

C668 To discuss and review the current situation and Government advice regarding COVID-19 measures and agree actions.

The Clerk gave an update on current measures and the use and maintenance of the Council's facilities.

The Clerk stated that the Council team was adapting very well to the changing Covid-19 situation and regulations.

It was noted that new equipment had been authorised by the Policy & Finance Committee to support those working from home and that an HSE DSE survey was being conducted for them, in order to identify any additional needs.

C669 To approve the Council's response to the consultation on the Government's 'Planning for the Future' White Paper.

The Senior Projects Officer was thanked for her hard work in this matter and for the high quality of her draft response.

It was resolved to send the response, as drafted.

C670 To appoint Council's representatives for the ESALC AGM on the 4th November 2020.

It was resolved that Cllr Symonds and Cllr Seabrook should represent the Council at this event.

C671 To approve the Council's response to the LDC review of Polling Districts and Places.

The Clerk's paper and the LDC consultation paper were noted and discussed.

The Clerk reported that there were no changes planned for Peacehaven.

C672 Motion from Cllr Goble "This council calls upon East Sussex County Council Libraries Service to actively engage with local councils and community groups as it looks to the future".

Cllr Goble put his Motion to Council, which was seconded by Cllr White.

Cllr Goble and Cllr White spoke in support of the Motion, highlighting the fact that ESCC's proposed downsizing of the Peacehaven Library was not in line with Government reports and vision for libraries growing as local creative community hubs.

Cllr White spoke about the health and other benefits that can result from a modern library facility.

It was resolved that the Motion be carried and that a small Working Party is established to take this matter forwards.

[All remaining members of the public left the meeting]

CONFIDENTIAL

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 items:-

C673 To receive reports from the PTC liaison team and the NDP Steering Group on the redevelopment of the Meridian Centre/ Community House.

Cllr Collier reported that, as discussed and agreed at the last full Council meeting, he had arranged for the Council Officers to receive further support and advice facilitated by Lewes District Council, so that the Town Councils expertise can be enhanced.

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It was noted that, for LDC, this is also a strategic site for the District and any development has to comply with the provisions of its Local Plan, specifically relating to District retail development. Therefore, LDC is very keen to work with PTC.

Cllr Collier stated that an independent Property Consultant will now familiarise themselves with the development and provide detailed advice for a limited time; costs will be paid by LDC.

The Senior Projects Officer reported that HDD is talking to NDP SG, ESCC and LDC; SPO will be meeting LDC Officers next week.

The SPO noted that PTC needs to more actively engage with HDD in order to get the right interface between the development and Community House.

Cllr Gallagher noted her agreement, stating that this action is also needed by PTC for the planning aspects of the new development, especially as the NDP Steering Group will shortly be moving on to other matters.

The housing and commercial elements for the development were discussed, and it was noted that it is essential for the public to be consulted on the NDP proposals first.

It was resolved that the Town Clerk & SPO will engage with the LDC Independent Property Consultant and report back at the November 2020 full Council Meeting.

C674 Personnel Committee:-

- a. To discuss current confidential staffing matters and to ratify the Committee's actions.**

Cllr Seabrook gave a report on the ongoing HR and Medical cases.

- b. To approve the appointment of a Grounds Person to fill the current vacancy.**

It was resolved to appoint the person approved by the Council's recruitment panel for this position.

C675 Date of next meeting – Tuesday 24th November 2020 at 7.30pm.

There being no further business, the meeting closed at 21:04