



PEACEHAVEN TOWN COUNCIL

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TOWN COUNCIL OFFICE
MERIDIAN CENTRE
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PEACEHAVEN

Councillors on this Committee:

EX OFFICIO Cllr. C Cheta (Chair of the Council), Cllr J Harris (Deputy Chair of the Council)

Cllr L Duhigg (Chair), Cllr G Hill (Vice Chair), Cllr. A Goble, Cllr. D Paul, Cllr. L Mills, Cllr. E Simmons,
Cllr. W Veck, Cllr. A Milliner, Cllr. L Symonds

17th February 2020

Dear Committee Member,

You are summoned to a meeting of the Civic and Events Committee to be held in the ANZAC ROOM
Community House, Meridian Centre, Peacehaven on Tuesday 25th February 2020, commencing at
7.30pm

Tony Allen
Town Clerk

AGENDA

1. CE29 CHAIRMAN'S ANNOUNCEMENTS
2. CE30 PUBLIC QUESTIONS
There will now be a 1.5 minute period whereby members of the public may ask questions, on any relevant CIVIC & EVENTS matters
3. CE31 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS
4. CE32 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS
5. CE33 TO ADOPT THE MINUTES OF 8th OCTOBER 2019 (pages 3-7)
6. CE34 A VERBAL REPORT FROM CLLR. PAUL ON THE SUCCESFULL RESOLUTION RUN WHICH TOOK PLACE ON 5th JANUARY

7. CE35 A VERBAL UP-DATE FROM CLLR. SYMONDS ON THE PROGRESS OF THE CHARITY FOOTBALL MATCH
8. CE36 A REPORT REGARDING THE FORTHCOMING CIVIC EVENTS, INCLUDING THE EVENTS CALENDAR
9. CE37 A REPORT TO SUGGEST A COUNCILLOR/VOLUNTEERS FACILITIES EVENT WORKING PARTY WHO WILL ORGANISE FORTHCOMING *FUNDRAISING* EVENTS
10. CE38 A REPORT TO UP-DATE THE REFORMATION OF OUR TWINNING TOWNS
11. CE39 A REPORT REFERENCE THE COMMUNITY SUMMER EVENT
12. CE40 A REPORT FROM THE YOUTH MAYOR – FORTH COMING ELECTIONS
13. CE41 DATE OF NEXT MEETING TUESDAY 9th JUNE



PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of the Civic & Events Committee held in Community House, Meridian Centre at 7.30pm on Tuesday 8th October 2019

Present: Cllr Hill (Vice Chair), Cllr Paul, Cllr Goble, Cllr Mills, Cllr Simmons, Cllr Milliner, Cllr Symonds, Cllr Veck, Cllr Cheta, Cllr Harris,

In Attendance: Deborah Donovan - Civic Communications Officer, Matt Gunn - Marketing & Communications Assistant, Victoria Onis Admin & Support Officer

2 members of the public

GENERAL BUSINESS

1 CE12 CHAIR ANNOUNCEMENTS

The Chairman welcomed everyone to the meeting and read the Health and Safety announcement

The Chair introduced the Peacehaven Deputy Youth Mayor James Baines to the Members of the Committee; The Deputy Youth Mayor spoke of how his role as Deputy Youth Mayor is to represent the young people who live in Peacehaven and their ideas and to help effect change that would benefit not just young people but everyone in Peacehaven.

Cllr Paul joined the meeting

The Deputy Youth Mayor left the meeting

To note that there will be a celebration of the life of Ex Town Manager & Ex Member of the Royal British legion Alan Sargent. This will take place on Sunday 13th October, 124 The Promenade at 11am. Lynda Hallett (Alan's partner) Invites all who knew Alan to attend.

2 CE13 PUBLIC QUESTION TIME

There were no public questions

3 CE14 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies received from Cllr Duhigg (Ill Health) Apologies accepted

4 CE15 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations

5 CE16 TO APPROVE AND SIGN THE NON CONFIDENTIAL MINUTES OF THE 11th JUNE 2019

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

6 CE17 TO REPORT THE INCOME AND EXPENDITURE FOR THE SUMMER FAIR

Report Noted.

Cllr Cheta expressed that the benefit has been more than money, the Fair added value to town. It brought people together & to see the energy of Council staff and Councillors was rewarding, the benefits are far beyond the money.

7 CE18 TO REPORT THE FORTHCOMING MAYORS FUND RAISING EVENTS

- a) **Foods from around the World** Saturday 12th October at 6pm - the theme is 'Curry Night' (with the option of Shepherd's Pie). There will be an African themed Night on 22nd February 2020.

Tickets are £8 which includes the meal and full entertainment provided by 'The Pop-Ups' (a local volunteer group)

Actions To consider other similar food events in the day time, so those elderly & vulnerable members of community who would rather not come out in the evening can be included. Maybe involve the CTLA to help with transport for those residents, who would like to join in with PTC Events.

- b) **Wrestling Spectacular** Saturday 26th October at 7.30pm Main Hall Community House, tickets Adults £10 Child/Oap £9 Family £36
- c) **Bingo sessions;** 18th October and 8th November – Volunteers are still needed for these sessions, from 6.30pm – 9.00pm
- d) **Christmas Market** – Saturday 14th December from 9.00am – 3.00pm – volunteers are needed to cover staff breaks. £3 per child to visit Father Christmas. **All stalls now sold out**
- Cllr Paul will be using the front area of the Father Christmas Grotto to raise funds for the charity NSPCC. Cllr Paul requested all money raised for her Charity will go to NSPCC. **All Agreed.**
 - Cllr Veck volunteered to help decorate Grotto and to cover breaks on the day for staff

8 CE19 TO NOTE THE FORTHCOMING CIVIC EVENTS

- a) **Remembrance Parade and Service** Sunday 10th November; 10.30am at the Joff car park – The Civic Officer will be meeting with the British Legion on Friday to confirm arrangements. After the Parade, Community House will be open for residents to gather for refreshments.

- b) **Carol Concert Friday 13th December**; will now be held in the afternoon this year so that we can include those elderly and vulnerable residents who cannot attend in the evening. Commencing 3.30-3.45pm.
- c) **VE Day 75th Anniversary weekend** The Government has changed Bank Holiday Monday next year and it will now be on the Friday to coincide with the anniversary of VE day.

The Civic Officer would like to arrange a Party at the Big Park on Friday 8th May for the Community to celebrate this anniversary and a short service will be held at the War Memorial on Sunday 18th May. **All in agreement**

9 CE20 CHARITY FOOTBALL MATCH –VERBAL PROGRESS REPORT – Cllr Lucy Symonds

The Mayor has shown an interest in arranging a football tournament for the town. Possible dates so far 2nd 3rd May. Cllr Symonds has many excellent ideas for this event & is happy to organise and would like permission for this to go ahead

Proposed Cllr Harris
Seconded Cllr Cheta
All in Agreement

10 CE21 CHARITY MINI MARATHON –VERBAL PROGRESS REPORT – Cllr Dawn Paul

Cllr Paul would like to organize a Resolution on the 5th January 2020. This will be a family fun run on our existing 5km or 2km routes we have.

There will be no costs involved apart from “if” we would like to give a small medal for each person taking part in the run. Costs £200 max for the medal. (£1 each) and will be donation buckets for the Mayors Charities.

Proposed Cllr Mills
Seconded Cllr Symonds
All in Agreement for a small budget for medals

11 CE22 TO DISCUSS THE FOODS FROM AROUND THE WORLD EVENT

Noted

12 CE23 TO NOTE THE ROAD CLOSURES FOR REMEMBRANCE PARADE AND RISK ASSESSMENT

Noted Cllr Symonds and Cllr Paul happy to wear high Vis and help with road closures.

13 CE24 CTLA SUPPORT TO EVENTS – VERBAL REPORT – Cllr Dawn Paul

Cllr Paul has set up a meeting with the General Manager of CTLA AGM. This will be to discuss loneliness and segregation in the community and ways we can provide transport for elderly or vulnerable residents so they can attend our events.

14 CE25 REPORT TO CONSIDER A BUDGET FOR THIS COMMITTEE 2020/2021

The Civic Officer had a pre meeting with the Chair and Vice Chair and discussed the budget for this Committee. It was proposed to request a budget of 9k for this year.

Proposed Cllr Simmons

Seconded Cllr Paul

It was resolved by majority to propose 9k for the Civic Budget to be taken to the Policy & Finance meeting.

15 CE26 REPORT TO CONSIDER REFORMING FRIENDSHIPS WITH OUR TWINNING TOWNS, ISERNHAGAN AND EPINAY-SOUS-SENART

Report noted. This report will be passed to Full Council to make a decision on reforming the Twinning Association

Proposed Cllr Simmons

Seconded Cllr Harris

It was resolved by majority to send to Full Council

16 CE27 DATE OF NEXT MEETING TUESDAY 25th FEBRUARY AT 7.30PM

AGENDA ITEM: CE36

COMMITTEE: CIVIC AND EVENTS

REPORT OF: CIVIC AND MARKETING OFFICER

SUBJECT: FORTHCOMING CIVIC EVENTS

- **V E DAY CELEBRATIONS – Friday 8th May 2020**

Town & Parish Councils and local communities are being encouraged to organise celebrations and parties in streets and neighbourhoods, on town and village greens and in pubs, clubs and hotels.

With our unpredictable English weather I have booked the Main Hall on Friday 8th May so that Peacehaven can go ahead with their V E DAY celebrations regardless of the weather. The hall will be decorated with a British theme.

Various suggestions have been taken into consideration regarding the celebration of the 75th Anniversary of V E DAY. Cllr Veck came up with a lovely idea of supplying a cream tea. However, I have since met with a local company (The Camden Pie Company) who have agreed a deal to supply Pie, Mash & Liquor at a very reasonable price. A local Jazz Band (Maestro Music) has been booked and our Town Crier will 'Cry for Peace' at the end of the event.

The Peacehaven Players have agreed to serve endless cups of tea to our residents, dressed in 40's style fashion, on the understanding that we agree for them to promote their summer show, Lights Out Over London, in the foyer on the day.

It's planned that the event will start at 3.00pm for a ticket price of just £8, to include full entertainment with dancing to the 40's favourites, a 40's singer and a Pie & Mash dinner (served at 5.00pm) until the cry for peace ends the event at 7.00pm.

It's hoped that Members & Officers will help to make these celebrations an event to remember for the town.

- **OTHER CIVIC EVENTS**

If you can help at these events, please let the Civic Officer know.

- **SUMMER FAIR (July)**
- **100th YEAR CELEBRATIONS OF THE FIRST HOUSE BUILT IN THE TOWN (October)**
- **REMEMBRANCE PARADE & SERVICE (November)**
- **CAROL CONCERT (December)**
- **CHRISTMAS MARKET (December)**

AGENDA ITEM CE37

COMMITTEE: CIVIC AND EVENTS

REPORT OF: CIVIC AND MARKETINGG OFFICER

SUBJECT: A PROPOSAL TO CREATE A COUNCILLOR/VOLUNTEERS FACILITIES WORKING PARTY WHO WILL ORGANISE FORTHCOMING *FUNDRAISING* EVENTS

1. PROPOSAL FOR A COUNCILLOR/VOLUNTEERS FACILITIES WORKING PARTY

This working party would consist of a lead officer (Karen Bray), three councillors and interested volunteers. The group would plan & deliver *fundraising events (NOT CIVIC EVENTS)* on behalf of the Mayor in consultation and full agreement of the Civic Officer.

The group would hold no responsibility to make decisions on any items without prior approval from the Civic Officer. The Civic Officer may delegate, events/functions to be organised by the working party.

Reports for suggested events to the Civic & Events Committee for approval, as budget dependant.

Karen Bray (Information Officer) will hold the chair position and will report to the Civic Officer after any working party meeetings.

2. RECOMMENDATION

TO AGREE/DISAGREE the proposal to create a facilities working party

3. FULL FUNDRAISING CALENDER ATTACHED

CIVIC & FUNDRAISING EVENTS 2019/20

	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JULY 2020	AUG 2020	SEPT 2020	OCT 2020	NOV 2020	DEC 2020
Date/ event	13 TH OPEN TO THE PUBLIC 31 QUIZ	21 BINGO 22 (foods from around the world) AFRICAN NIGHT	6 BINGO 14 WRESTLING	3 QUIZ Easter 10 th - 14 th 17 BINGO 25 Mayor's reception	8 V E DAY CELEBRATIONS 15 BINGO 19 MAYOR MAKING New Mayor	5 QUIZ 19 BINGO 27 or 28 CIVIC SERVICE	3 BINGO 11 Summer fair 17 QUIZ	14 BINGO	18 BINGO	2 QUIZ 9 BINGO 17 100 th Year (House) celebrations 24 WRESTLING	8 REMEMBRANCE PARADE & SERVICE 20 BINGO	11 CAROL CONCERT 12 XMAS MARKET

AGENDA ITEM: CE38

COMMITTEE: CIVIC AND EVENTS

REPORT OF: CIVIC AND MARKETING OFFICER

SUBJECT: THE RE-FORMATION OF OUR TWINNING TOWNS

The Town Clerk and Civic & Marketing Officer recently met with Lewes Town Council's Town Clerk & Civic Officer to understand the implications in reforming our twin towns.

It was understood that Peacehaven would need to reform their residents twinning association before contacting both Epinay-Sous-Senart (France) and Isernhagen (Germany) to ask if they wish to rekindle friendships.

If the Twinning Association can be reformed the Council would then provide a grant to the Association which would then work closely with organisations throughout the town to promote the idea of twinning and to work on exchanges between Peacehaven and our twin towns.

Once reformed, The Twinning Association would comprise of voluntary members working to foster international relations by focusing on, managing and promoting the success of twinning activities.

The Association would work to assist social, cultural, and educational organisations in Peacehaven in developing links with similar interest groups in the Town's twin towns.

The Association would be expected to:-

- Explore the feasibility of combined excursions/help in organising visits
- Provide early visibility of planned events so as to encourage twinning visits
- Source individuals who may be willing to host visitors from the twinned towns
- Support groups in organising events during visit to Peacehaven

Peacehaven Town Council would have a completely separate role in the twinning of the towns and would not be involved with the association but would correspond and maybe visit the twin town councils for appropriate meetings. An elected PTC Councillor would sit on the Peacehaven Residents Twinning Association.

Until a Twinning Association is re-formed by our residents, it would therefore, not be viable for PTC to re-contact the Councils at Epinay-Sous-Senart and Isernhagen to suggest a reformation.

RECOMMENDATION

TO AGREE/DISAGREE to research /advertise to reform a Peacehaven Residents Twinning Association

AGENDA ITEM: CE39

COMMITTEE: CIVIC AND EVENTS

REPORT OF: CIVIC AND MARKETING OFFICER

SUBJECT: COMMUNITY SUMMER FETE

1. VENUE & DATE

This year's Community Summer Fete will take place on Saturday 11th July from 11.00am – 4.00pm at Centenary Park

2. SPONSORSHIP

The Civic & Marketing Officer has secured sponsorship from the following businesses: -

- Barratt Homes £2.500
- S E Water £1000

and is in contact with other possible sponsors

3. WORKING PARTY

The facilities working party, to actively research the following: -

- Morris dancers
- May pole dancers
- Stocks
- Football shootout
- Birds of prey
- Reptiles
- Pony rides
- Horticultural society, to ask if they would like to arrange a flower competition to promote their SUMMER show
- Vintage games
- Arena events

Nothing to be booked until agreed with the lead officer, (Karen Bray)

To also, arrange in co-ordination with the lead officer to contact local businesses for raffle prizes.

