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PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the meeting of Peacehaven Town Council, held on Zoom, at 7.30pm on Tuesday 28th July 2020

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 Wendy Veck, Cllr Emilia Simmons, Cllr Ron White, Cllr Alan Milliner.

Officers; Town Clerk, Tony Allen; Finance Administrator, Zoe Malone; Civic & Marketing Officer, Deborah Donovan, Information Officer, Karen Bray..

Public; Five members of the public were present.

C632 Mayor's/Chairman's announcements.

Cllr Cheta welcomed everyone to the meeting and thanked the members of public for their participation and interest.

Cllr Cheta gave an update on his charity events and gave thanks to the PTC staff for their hard work in keeping public areas clean and available.

Cllr Cheta noted that the Royal British Legion will be holding a small private ceremony, on the 15th August at the War Memorial, to commemorate the 75th anniversary of VJ day.

C633 Public session.

A member of the public queried Council policy for Councillors meeting with developers in private.

The Clerk stated that the policy concerned was out-of-date and needed to be reviewed, as clearly authorised Councillors need to meet developers and sometimes in private for commercial reasons.

A member of the public sought confirmation that none of the car parks in Peacehaven are listed on the call for sites contained in the Neighbourhood Plan.

[Clerk's Note] Later in the meeting, Cllr Gallagher confirmed that no car parks were in the NDP call for sites, but that the Piddinghoe car park was included in the LDC SHLAA/SHELA for its Development Plan

A member of the public spoke about the public frustration in getting GP appointments and prescriptions, which has been made worse by the merging of the Rowe Avenue and the Meridian Centre surgeries. It was noted that it can take several days of trying before contact is made and that, whilst there are some on-line options, a significant number of people do not use the internet; the GP infrastructure in the Town is unable to cope with demand.

The Clerk stated that he will arrange a meeting with the Meridian Surgery to see how the Council can help improve matters.

C634 SCDA presentation on its latest community development project called 'Making It Happen'.

Hannah Sherman gave a very interesting and informative presentation about this community development project, which is aimed at building confidence and capability in the community to use its assets to tackle local issues and initiatives.

C635 To approve apologies for absence.

All members were present.

C636 To receive declarations of interests.

Cllr Collier re. Item C638.g.iv, as a member of the LDC Pension Board.

Cllr White re. Item C642.b as an acquaintance of the new SPO.

C637 To adopt the minutes of the previous Council meeting held on the 30th June 2020

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

C638 To receive minutes, actions, Chairmen's reports and referrals from Committees & Working Parties.

a. Policy & Finance Committee:-

i. To receive the Committee's financial reports.

It was resolved to receive the Committee's financial reports.

ii. To receive the meeting minutes of the 16th June 2020.

It was resolved to receive these minutes.

iii. To note the draft meeting minutes of the 21st July 2020.

These minutes were noted.

iv. To approve CIL Expression of Interests bids to LDC.

It was resolved to approve the CIL bids, as set out in the minutes of the Committee's meeting held on the 21st July 2020.

v. To approve CIL expenditure for sewage pumps replacement.

It was resolved that, in view of the urgent nature of these works, expenditure of up to £5.5K from the PTC CIL fund is approved, subject to a second quote for these works being obtained.

b. Planning & Highways Committee:-

i. To note the draft meeting minutes of the 7th July 2020.

These minutes were noted.

ii. To receive the meeting minutes of the 2nd June 2020.

It was resolved to receive these minutes.

c. Personnel Committee

Items for discussion in the confidential part of the meeting.

d. Leisure, Amenities & Environment Committee

The Committee had not met since the last meeting of Council.

e. Civic & Community Events Committee

i. To note the draft meeting minutes of the 14th July 2020.

These minutes were noted.

ii. To receive the meeting minutes of the 9th June 2020.

It was resolved to receive these minutes.

f. Business Development & E-Comm's Committee

i. To receive the meeting minutes of the 28th May 2020.

It was resolved to receive these minutes.

ii. To note the draft meeting minutes of the 16th July 2020.

These minutes were noted.

iii. To adopt the draft Internal Business Plan.

Cllr Milliner proposed that this matter be deferred to the next meeting of Council so that there can be input from the new Senior Project Officer; this was seconded by Cllr Griffiths.

Cllr Gallagher noted that the Plan had been in development for many months and that the Committee had agreed that it should go to Council for adoption, following which it can become a working Plan which can be updated on an ongoing basis.

It was noted that the Internal Plan would form part of the overall Business Plan for the Town, which will be developed with full public involvement.

It was noted that there was additional input to the plan to come from some Committees.

Cllr Seabrook noted that the Plan needed more work to show clear Committee responsibilities and that targets quoted needed to be achievable.

Cllr Collier stated that the Council needs a Plan in place now and proposed that Cllr Milliner's proposal was amended to adopting the Plan and also reviewing it again at the next meeting of Council, to allow additional input. Cllr Milliner's proposal was resolved, as amended by Cllr Collier.

g. Climate Change Working Party

i. To receive a report of the meeting held on the 22nd July 2020.

Cllr Seabrook gave an update from this meeting .

ii. To receive the meeting minutes of the 10th June 2020.

These minutes were received.

iii. To introduce a single use plastic policy.

It was resolved to adopt this Policy as drafted and circulated with the meeting papers.

iv. Letter to ESCC Pension Fund re. investments in fossil fuel companies.

Cllr Seabrook reported that LGPS investments in fossil fuel companies amounts to around £172M and proposed that, in due course, this should migrate to renewal energy companies.

It was noted that LDC had already made a representation on this matter to LGPS.

It was resolved to send the letter as drafted and circulated with the meeting papers.

v. Setting up a joint Working Party with Telscombe Town Council.

Cllr Seabrook noted that this WP had been formed and will meet on the 5th August 2020 to discuss joint matters.

C639 Presentation and report from the Neighbourhood Development Plan Steering Group.

Cllr Gallagher referred to the circulated meeting papers and reported on questions raised by the Clerk, questions about the NDP call for sites, sites options and sites assessment.

Cllr Gallagher introduced Nancy Astley who gave a very interesting and informative presentation on the NDP project.

The presentation included the project's development and achievements to-date, sites identified and assessed, housing numbers, NDP design and other policies, master planning for the Town centre, infrastructure, other authorities responsibilities, support and grants received and the timetable to the Referendum for the Plan.

Cllr Gallagher reported on the history and structure of the NDP SG Committee, noting that a review of its membership and terms-of-reference will be undertaken very soon.

C640 To receive a report on the redevelopment of the Meridian Centre/ Community House.

The reports circulated with the meeting papers and the Clerk's email of the 28th July 2020 were noted and discussed in detail.

The options discussed were as follows:-

1. PTC remains in current building.
2. PTC relocates into new building (freehold)
3. PTC relocates into new building (leasehold)
4. PTC Community House is rebuilt on the current site (freehold or leasehold)

It was noted that the focus of the PTC developer's liaison team was on protecting and enhancing Community House as a valuable community asset.

It was agreed that the pressure from the developer for PTC to make a decision should not be a driving factor, particularly in the absence of a lack of details, plans and professional advice. It was noted that this would result in Options 2 & 3 above no longer being relevant. It was also noted that Option 4 could take place at any time in the future.

Other factors discussed included the impact on the climate of building a new Community House; the carbon generated would take many years to be 'recovered' by the efficiencies gained from a new building.

The consensus of the discussion was that the only real choice was Option 1, the other Options would incur a burden on Council taxpayers from additional rent and service charges (if leasehold) or from raising funds, loans, etc.(if freehold)

Taking everything into account, the following was resolved:-

1. The existing Community House building remains.
2. The existing Community House is developed and improved in due course, which will include uprated services to reduce its carbon footprint to zero by 2030, and possibly a new first floor to provide modern office facilities.
3. Adequate parking and access for CH must be retained and negotiated with HDD.
4. The current value of the land on which CH sits to be obtained.
5. Contact to be made with ESCC regarding its position on Greenwich House and its possible purchase by PTC.
6. PTC Officers to meet with LDC Regeneration Team for briefing and information to help support ongoing negotiations with HDD.

C641 To discuss and review COVID-19 measures and agree actions:-

a. Review of current situation and emerging advice.

The Clerk reported there had been no major issues from the reopening of the public toilets and the children's play areas. It was noted that buildings had been maintained, repaired, decorated and deep cleaned ready for use.

b. To consider reopening The Hub to regular hirers.

It was resolved that a phased return of regular hirers of The Hub could go ahead.

[All 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:-

C642 Personnel Committee:-

- a. To receive a report from the meeting held on the 23rd July 2020 and to receive a staffing report.**

The Clerk reported on current staff deployment and support.

Cllr Seabrook reported on progress in a current and ongoing matter with a member of staff.

[The Clerk and Officers left the meeting].

Cllr Seabrook reported on the Clerk's appraisal. It was proposed by Cllr David Seabrook and Seconded by Cllr Lynda Duhigg that the Town Clerks appointment is to be confirmed and a one-point SCP increase awarded bring it to SCP 44. This has already been budgeted for. All were in favour.

[The Clerk returned to the meeting].

- b. To ratify the Contract of Employment for the new Senior Projects Officer.**

It was resolved to adopt this Contract, as drafted.

C643 Date of next meeting – Tuesday 29th September 2020 at 7.30pm.

There being no further business, the meeting closed at 22:00.

