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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 29<sup>th</sup> September 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.

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

**Public;** Three members of the public were present.

### **C644 Mayor's/Chairman's announcements.**

The Chairman welcomed everyone to the meeting.

The Chairman thanked everyone for supporting his August 2020 Mayor's fundraising challenge, which had been a great success, noting that he is looking forward to devising the next event.

### **C645 Public session.**

There were no questions from members of the public.

### **C646 To approve apologies for absence.**

It was resolved to accept apologies from Cllr Hill and Cllr Veck.

### **C647 To receive declarations of interests.**

Cllr Duhigg as a District Councillor with planning and CIL responsibilities.  
Cllr White as a shareholder in the Meridian Health Centre.

### **C648 To adopt the minutes of the previous Council meeting held on the 28<sup>th</sup> July 2020**

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

### **C649 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.**

The Committee's report was received, including the signing of the Bank Reconciliations and approval of payments, as set out in the draft meeting minutes of the 22<sup>nd</sup> September 2020.

The conclusion of the 2019/20 audit was noted. The Clerk stated that no issues had been raised by the External Auditor.

Cllr Collier related interim reprofiling projections looking at potential end of year funding gaps, noting that early estimates show that the Council is close to breakeven point.

Cllr Collier stated that he will be working with the Finance Officer to more accurately profile income/expenditure for the rest of the year.

## **Minutes of the virtual Meeting of Peacehaven Town Council – 29<sup>th</sup> September 2020**

In relation to Covid-19 support, Cllr Collier stated that no funding from Government or other sources was expected.

**ii. To receive the meeting minutes of the 21<sup>st</sup> July 2020.**

It was resolved to receive these minutes.

**iii. To note the draft meeting minutes of the 22<sup>nd</sup> September 2020.**

These minutes were noted.

**iv. To approve CIL formal bids to LDC.**

It was resolved to put the two formal CIL bids to LDC and to commit the PTC CIL matched funding as listed, should one or both of the bids be successful.

The Senior Projects Officer was commended for her hard work in getting these bids prepared within a short timescale.

**b. Planning & Highways Committee:-**

**i. To receive the meeting minutes of the 7<sup>th</sup> July 2020.**

It was resolved to receive these minutes.

**ii. To receive the meeting minutes of the 11<sup>th</sup> August 2020.**

It was resolved to receive these minutes.

**iii. To note the draft meeting minutes of the 8<sup>th</sup> September 2020.**

These minutes were noted.

**c. Personnel Committee:-**

**i. To note the draft public meeting minutes of the 1<sup>st</sup> September 2020.**

These minutes were noted.

**d. Leisure, Amenities & Environment Committee:-**

**i. To receive the meeting minutes of the 23<sup>rd</sup> June 2020.**

It was resolved to receive these minutes.

**ii. To note the draft meeting minutes of the 15<sup>th</sup> September 2020.**

These minutes were noted.

**e. Civic & Community Events Committee**

**i. To receive the meeting minutes of the 14<sup>th</sup> July 2020.**

It was resolved to receive these minutes.

**ii. To note the draft meeting minutes of the 18<sup>th</sup> August 2020.**

These minutes were noted.

**f. Business Development & E-Comm's Committee**

**i. To receive the meeting minutes of the 16<sup>th</sup> July 2020.**

It was resolved to receive these minutes.

**ii. To note the draft meeting minutes of the 22<sup>nd</sup> September 2020.**

These minutes were noted.

**g. Climate Change Working Party**

**i. To receive the meeting notes of the 22<sup>nd</sup> July 2020.**

It was resolved to receive these minutes.

**ii. To note the draft meeting notes of the 23<sup>rd</sup> September 2020.**

These minutes were noted.

**C650 To receive a report from the Neighbourhood Development Plan Steering Group.**

The NDP reports were noted and received.

## **Minutes of the virtual Meeting of Peacehaven Town Council – 29<sup>th</sup> September 2020**

Cllr Gallagher reported that Nancy Astley continued to support the development of the Plan, the many elements of which are now coming together nicely, with the master planning consultation lasting until the end of December 2020.

### **C651 To receive a report from the PTC Havens Health liaison group.**

The circulated reports were noted and received.

### **C652 Motion by Cllr Sharkey to support the campaign to prevent the academisation of Peacehaven Heights School.**

Cllr Sharkey presented her Motion, which had been seconded by Cllr Collier.

It was noted that the Parents Forum had now been set up and had held its first meeting, with more planned.

Responses by the County Council to parents and Councillors letters had proved insufficient to explain the current situation.

It was resolved to adopt Cllr Sharkey's motion. Clerk to write to the County Council as proposed.

### **C653 To discuss and review the current situation and Government advice regarding COVID-19 measures and agree actions.**

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

It was noted that, due to the changing Covid-19 advice, the situation was very fluid and necessitated regular reviews and a flexible approach.

Cllr White suggested that PCS may be given additional temporary space in Community House. It was noted that the Council was working closely with this School and that any extra hiring was conditional on staff availability.

Cllr Collier stated that the provision of equipment required for home working would be discussed further at the next meeting of the Policy & Finance Committee.

### **C654 Proposal from the Clerk that PTC becomes a 'Sunflower Friendly Council'**

The Clerk related the background to this item, noting that a number of councils had already joined this Scheme.

It was resolved that, in principle, the Council should join this Scheme in partnership with businesses and other local organisations.

Cllr Cheta, Cllr Duhigg and Mrs Donovan to seek buy-in and funding from the Chamber of Commerce and other organisations.

### **C655 To nominate Councillors to engage with the Rampion2 offshore wind farm Project**

The Clerk related the background to this item, noting that the proposed new scheme was in the early stages of discussion and planning.

It was resolved that the Council should engage with this project.

Clerk to clarify details and the number of Councillors required to participate.

### **C656 Proposal from the Clerk that PTC moves to a six-weekly meetings cycle Project**

The Clerk related the background to this item.

It was resolved to implement a six-weekly meetings cycle from February 2021.

*[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:-***

**C657 To receive a report from the PTC liaison team for redevelopment of the Meridian Centre/ Community House**

The Clerk related the background to this item, noting the meetings that had taken place.

It was noted that the plans produced by HDD fell a long way short in major areas and did not adhere to the vision and objectives of the emerging Neighbourhood Development Plan.

The Clerk reported that the requested signing of legal documents from HDD will need to be referred to a Solicitor.

It was resolved that the Clerk should respond to HDD as follows:-

*"Based on the draft plans provided, Peacehaven Town Council will not be able to enter into any agreement at this time.*

*In our view the plans do not represent the best interests or aspirations of the residents of the town and will continue to turn the town into dormitory.*

*As elected members it is our role to represent our residents' views. These plans very clearly do not represent their views.*

*The plans would need to change substantively, and have substantial public consultation, before we could continue to discuss an agreement".*

*[Cllr Duhigg abstained from voting on this item].*

**C658 Personnel Committee:-**

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

The Clerk, Cllr Seabrook and Mrs Donovan gave a detailed report on the following matters:-

- Staff sick absences.
- Ongoing HR and Medical cases.
- Current deployment of staff and related issues.

It was agreed that the Council's approach in these matters was correct and sympathetic to the individuals concerned.

**b. To receive the confidential meeting minutes of the 28<sup>th</sup> July 2020.**

It was resolved to receive these minutes.

**c. To note the draft confidential meeting minutes of the 1<sup>st</sup> September 2020.**

These minutes were noted.

**C659 Date of next meeting – Tuesday 27<sup>th</sup> October 2020 at 7.30pm.**

*There being no further business, the meeting closed at 21:16.*