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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 9th March 2021

Present – Mayor Cllr Claude Cheta, Dep. Mayor Cllr Job Harris, Cllr Gloria Hill, 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, Parks Officer Kevin Bray, Information Officer, Karen Bray.
Public; Two members of the public were present.
Stef Lake, SCDA Foodbank & Community Food Coordinator.

C709 Mayor's/Chairman's announcements.

The Chairman presented the 'Keyworkers Presentation Pins' awards scheme and related the procedure and timescales for its operation.
The Chairman thanked Councillors and staff for their hard work and public engagement during the current Covid lockdown.

C710 Public session.

There were no public questions.

C711 SCDA presentation on developing a Peacehaven Community Supermarket.

Stef Lake gave an interesting and encouraging presentation on this new initiative to be based at Kempton House. Areas covered included:-

- Coordination of the foodbank services.
- Related national projects.
- Project's background.
- Community Supermarket:-
 - Why have one?
 - Not a foodbank.
 - Who can join?
 - Sourcing of the food.
 - Costs.
 - Other planned activities in tandem.
 - Opens 18th March 2021

[Stef Lake left the meeting].

C712 To approve apologies for absence.

All Members were present.

C713 To receive declarations of interests.

Cllr Griffiths re. Item C725, as the friend of a person mentioned in the confidential minutes.
Cllr Paul re. Item C725, as an employee of the Gateway Cafe mentioned in the confidential minutes.

Cllr Veck re. Item C717, as a renter of Community House facilities.

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C714 To adopt the minutes of the previous Council meeting held on the 26th January 2021.

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

C715 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 financial reports were received and noted, approving the January 2021 payments amounting to £60,043.20, and the signing of the Bank Reconciliations, as set out in the meeting papers.

II. To receive the public meeting minutes of the 18th January 2021.

It was resolved to receive these minutes.

III. To note the draft public meeting minutes of the 2nd March 2021.

These draft minutes were noted.

b. Planning & Highways Committee:-

I. To receive the public meeting minutes of the 12th January 2021.

It was resolved to receive these minutes.

II. To receive the public meeting minutes of the 2nd February 2021.

It was resolved to receive these minutes.

III. To note the draft public meeting minutes of the 23rd February 2021.

These draft minutes were noted.

IV. To note the Developer Liaison WP meeting notes of 22nd January 2021.

c. Personnel Committee:-

I. To receive the public meeting minutes of the 19th November 2020.

It was resolved to receive these minutes.

II. To note the draft public meeting minutes of the 17th February 2021.

These draft minutes were noted.

d. Leisure, Amenities & Environment Committee:-

I. To receive the meeting minutes of the 15th December 2020.

It was resolved to receive these minutes.

II. To note the draft meeting minutes of the 9th February 2021.

These draft minutes were noted.

e. Civic & Community Events Committee

Cllr Duhigg noted that there were no new minutes or reports.

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

I. To receive the meeting minutes of the 1st December 2020.

It was resolved to receive these minutes.

II. To note the draft meeting minutes of the 16th February 2021.

These draft minutes were noted.

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g. PTC Climate Change Working Party:-

- I. **To receive the meeting notes of the 23rd September 2020.**
It was resolved to receive these notes.

- II. **To note the draft meeting notes of the 10th February 2021.**
These draft notes were noted.

h. PTC Libraries Working Party:-

- I. **To note the draft meeting notes of the 18th January 2021.**
These draft notes were noted.

i. Youth Working Party:-

- I. **To note the draft meeting action plan of the 26th February 2021.**
The draft action plan was noted.

j. CCTV Working Party:-

- I. **To note the draft meeting notes of the 12th February 2021.**
These draft notes were noted.

C716 To receive a report from the Neighbourhood Development Plan Steering Group.

Cllr Gallagher referred to the circulated papers and highlighted the following:-

- Land surveys in progress.
- More technical documents being produced by the University of Sussex students.
- Steering Group meeting on the 11th March 2021, focusing on Design Codes.
- Steering Group meeting on the 18th March 2021, focusing on the results of the Master Plan public consultation.

C717 To discuss and review the current situation and Government advice regarding COVID-19 measures and agree actions.

The Clerk's paper was received and discussed.

The Clerk related the background to this item and highlighted the concerns and complications of coming out of almost a year of lockdown, especially in the following areas:-

- Reopening outdoor facilities.
- Reopening indoor facilities.
- Terms for the hiring of facilities.
- Return to office working.

It was resolved to form a Working Party to discuss and agree the best approach in all the areas highlighted above, with recommendations brought to council on 20th April.2021.

WP members to be Cllr Seabrook, Cllr Duhigg, Cllr Griffiths, Town Clerk, Civic & Marketing Officer, plus other Officers as required.

C718 To receive a report by Mrs Donovan on setting up a Town History Working Party.

Mrs Donovan's paper was received and discussed.

Mrs Donovan related the background to this item, noting the importance of retaining historical knowledge and artefacts.

It was resolved to form a Working Party under the CCE Committee for interested Councillors, staff and residents to take this project forward. Cllr Duhigg and Mrs Donovan to progress this matter.

C719 To discuss arrangements for the Annual Town Meeting/Assembly on the 12th May 2021.

The Clerk's paper was received and discussed.

The Clerk related the background to this item, noting the arrangements to be made.

It was noted that this year's event may have to be an online meeting...

It was resolved that this meeting will be held this year, whatever the required format is at the time.

C720 To receive a Report by Cllr Simmons on the activities of the group Tenants of Lewes District (TOLD).

Cllr Simmons' report was received and discussed.

Cllr Simmons highlighted LDC tenant policies and local residents' initiatives.

C721 To receive a report from the Town Clerk on the Annual meeting held with Lewes Citizens Advice.

The Clerk's paper was received and discussed.

The Clerk related the background to this item, noting that the Service Level Agreement had been signed.

Cllr Sharkey noted that around 40% of people currently seeking help are new service users and that CA is concerned about a build up of cases when the Government's current evictions protection comes to an end.

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:-

C722 To approve a response to the LDC consultation on its current Land Availability Assessment programme.

The SPO's paper and draft reply to LDC were received and discussed.

The SPO related the background to this item, highlighting the relation to the process for developing the new LDC Local Plan and the relationship to the emerging Neighbourhood Development Plan.

Cllr Paul noted seeming inaccuracies in the delineation of sites on the map provided, and Cllr Symonds highlighted the need for adequate parking considerations.

It was resolved to adopt the response to LDC, as drafted by the SPO.

The SPO was commended for the very high professional standard of the response.

C723 To receive a report on the redevelopment of the Meridian Centre/ Community House.

The SPO's paper was received and discussed.

The SPO related the background to this item, highlighting recent meetings held with the various interested parties and ongoing dialogue.

It was noted that the HDD public consultation is imminent and that it will be based on the plans already seen by Council.

Cllr White noted the need for accurate intelligence gathering in preparation for the receipt of the eventual planning application.

SPO will chase HDD for the promised presentation on retail plans.

[The SPO, Parks Officer and Information Officer left the meeting].

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C724 Personnel Committee:-

- a. To discuss current confidential staffing matters.**
No items were raised.

- b. To receive the confidential meeting minutes of the 19th November 2020.**
It was resolved to receive these minutes.

- c. To note the draft confidential meeting minutes of the 17th February 2021.**
These draft minutes were noted.

C725 Policy & Finance Committee:-

- a. To receive the confidential meeting minutes of the 18th January 2021.**
It was resolved to receive these minutes.

- b. To note the draft confidential meeting minutes of the 2nd March 2021.**
These draft minutes were noted.

C726 Date of next meeting – Tuesday 20th April 2021 at 7.30pm.

There being no further business, the meeting closed at 20:59.