**Minutes of the meeting of the Business Planning & Communications Committee, held in the Main Hall, Community House, Meridian Centre, at 7.30pm on Wednesday 25th August 2021.**

**Present**- Cllr Gallagher, Cllr Cheta, Cllr Milliner, Cllr Sharkey, Cllr White, Cllr Paul

**Officers;** Matt Gunn- Communications Officer, Michelle Edser- SPO

**1 BPEC097 TO CONSIDER APOLOGIES FOR ABSENCE**

It was resolved to accept apologies from Cllr Collier, Cllr Milliner, Tony Allen- Town Clerk Kevin Bray- Parks Officer & Deborah Donovan- Civic and Marketing Officer

**2 BPEC098 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

No Declarations of Interests were made from committee members.

**3 BPEC099 PUBLIC QUESTION TIME**

No Public Question Time.

**4 BPEC100 TO APPOINT A VICE CHAIR FOR THE COMMITTEE**

Cllr Ron White was elected vice chair of the Committee.

Cllr Sharkey Proposed

Cllr Cheta Seconded

All in Favour

**5 BPEC101 REVIEW OF THE 2020-21 INTERNAL BUSINESS PLAN (SPO)**

**6 BPEC102 TO REVIEW THE CURRENT DRAFT INTERNAL PLAN DOCUMENT (SPO)**

*Items BPEC101 and BPEC102 were discussed together.*

Cllr Gallagher introduced this item and spoke about the progress which had been made in 2020 -2021.

Cllr Cheta asked if measurable targets can be set in the next business plan, to show visual progression.

Cllr White stated that there needs to be a hierarchy of tasks so officers can work on priorities first.

Cllr Gallagher Proposed that the internal plan should be reviewed every six months to allow enough time for tasks to be completed and or progressed.

All Councillors in Favour.

**7 BPEC103 TO DISCUSS HOW WE WILL USE THE TRAVEL SURVEY DATA**

It was proposed that the SPO should send the travel survey data to the members of the Chalkers rise development meeting including:

Leigh Palmer- Lewes District Council

Lewis Jackson- Brighton and Hove Buses

Patrick Warner- Brighton and Hove Buses

Colin Harwood- Brighton and Hove City Council

Neil Maguire- East Sussex County Council

The committee agreed and were all in favor.

**8 BPEC104 TO DISCUSS HOW WE WILL USE THE BUSINESS SURVEY DATA**

Cllr White concluded that the three most common trends outlined by businesses were:

* The Need For Faster Internet
* The Need For Better Transport Links
* The Need For Better Financial Services

Cllr White felt that Councillors should do more to push for better services in the above areas so business can thrive.

**9 BPEC105 TO DISCUSS HOW BEST TO USE THE WELCOME BACK FUNDING TO PROMOTE PEACEHAVEN (CG)**

Cllr Gallagher proposed that the council set up a working party, to start working on the welcome back fund initiatives. Cllr Gallagher also proposed that members from the Peacehaven chamber of commerce should be invited to the working party to share their views.

Cllr Cheta Seconded

All in Favour

**10 BPEC106 TO RECEIVE AN UPDATE ON THE COMMUNITY ENERGY SCHEME AND OVESCO (CG)**

Cllr Gallagher introduced this item and confirmed that she had met two individuals from OVESCO at a recent networking event. OVESCO are a community interest company which have been operating since 2007 in Sussex. They create community owned renewable energy projects so local communities can become zero carbon.

Cllr Gallagher proposed for OVESCO to come and do a presentation before a full council meeting so all councillors can see the work they are doing locally.

Cllr Cheta seconded

All in Favour

**11 BPEC107 COMMUNICATIONS UPDATE (CO)**

The Communications Officer spoke at length about the successful social media audit which PTC had received from breakthrough communications (The official Comms partner of NALC).

**12 BPEC108 DATE OF THE NEXT MEETING – TO BE AGREED**

The Date of the next meeting will be the 22nd of September 2021.

**\*Meeting ended at: 21:35\***