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PEACEHAVEN TOWN COUNCIL

TOWN COUNCIL OFFICE
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PEACEHAVEN
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9th June 2021

Members of Peacehaven Town Council are summoned to the Council meeting to be held in the Main Hall, Community House, Peacehaven, on Tuesday 15th June 2021 at 7.30pm.

Tony Allen
Town Clerk

A G E N D A

C786 Mayor's/Chairman's announcements.

C787 Public session. *Members of the public may ask questions on any relevant **Council** matter. Due to Covid measures, there will be restrictions in place during the meeting to ensure the safety of all in attendance. These restrictions will include:*

- *Social distancing.*
- *The wearing of face masks.*
- *Hand sanitising on entry to the meeting room.*
- *A limit on numbers in the meeting room itself.*

Please email the Town Clerk if you wish to attend this meeting.

C788 To approve apologies for absence.

C789 To receive declarations of interests.

C790(a) To adopt the public minutes of the Annual Council meeting held on the 4th May 2021. (Pages 4-9)

C790(b) To note the minutes of the Annual Town Assembly held on the 12th May 2021. (Pages 10-11)

C791 To ratify actions, receive minutes, Chairmen's reports and referrals from Committees & Working Parties.

a. Policy & Finance Committee:-

- i. **Finance report** (Pages 12-14)
- ii. **Bank account summary** (Page 15)
- iii. **Bank Reconciliation statements (for signing)** Pages 16-17)
- iv. **Income & Expenditure report** (Pages 18-23)
- v. **Balance Sheet** (Page 24)
- vi. **List of payments (for approval) – April, May & June (to date)** (Pages 25-27)
- vii. **Review of the Suitability of the Internal Audit Procedures** (Pages 28-31)
- viii. **Approve 2020/21 Annual Governance Statement** (Pages 31-37)

Agenda for the Meeting of Peacehaven Town Council – 15th June 2021

- ix. Approve 2020/21 Annual Accounting Statement (Pages 31-37)
- x. Approve funding for buildings equipment maintenance works (Pages 38-40)
- xi. Approve Council's new energy provider (Verbal report)
- b. Planning & Highways Committee:-
 - i. To receive the meeting minutes of the 6th April 2021. (Pages 41-43)
 - ii. To receive the meeting minutes of the 27th April 2021. Pages 44-47)
 - iii. To note the draft public meeting minutes of the 5th May 2021. (Pages 48-52)
 - iv. To receive notice of planning application recommendations made under delegated powers. (Pages 53-55)
- c. Personnel Committee.
- d. Leisure, Amenities & Environment Committee:-
 - i. To receive the meeting minutes of the 23rd March 2021. (Pages 56-59)
 - ii. To note the draft meeting minutes of the 7th May 2021. (Pages 60-64)
- e. Civic & Community Events Committee.
- f. Business Development & Communications Committee. (Pages 65-85)
- g. PTC Climate Change Working Party.
 - i. To receive the notes of the meeting held on the 31st March 2021. (Page 86)
 - ii. To note the report of the joint PTC/TTC meeting held on the 21st May. (Page 87)
- h. PTC Libraries Working Party. (Pages 88-100)
- i. Youth Working Party. Verbal report)
- j. CCTV Working Party. (Pages 101-102)
- k. History Working Party. (Pages 103-107)
- C792** To receive a report from the Neighbourhood Development Plan Steering Group. (Pages 108-118)
- C793** To agree the Licence for Peacehaven Community Orchard. (Page 119-125)
- C794** To receive a report from Cllr Griffiths regarding the 'Urban Tree Challenge Fund' and to agree actions. (Pages 126-133)
- C795** To approve a hybrid working policy. (Pages 134-137)
- C796** To discuss and review the current situation and Government advice regarding COVID-19 measures and agree actions relating to meetings, events, etc. (Pages 138-151)
 - a. Working Party Action Plan.
 - b. Clerk's paper and related actions.
- C797** To review the final HDD pre-submission plan for the redevelopment of the Meridian Centre and integration of Community House. (Pages 152-171)

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 are excluded from the discussion of the following items:-

- C798** To adopt the confidential minutes of the Annual Council meeting held on the 4th May 2021. (Pages C4-C10)
- C799** Redevelopment of the Meridian Centre and integration of Community House:- (Pages C11-C32)

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- a. To review the associated confidential components:-
 - i. To review/agree the Council's legal rights valuation.
 - ii. To review/agree the Heads of Terms legal document.
- b. To agree, in principle, that Council is prepared to enter into a legal contract with HDD, and identifying any areas requiring final clarification/agreement.

C800 To review sub-contractor provision of services. (Page C33)

C801 Personnel Committee:-

- a. To discuss current confidential staffing matters and agree actions required.
(Pages C34-C36)

C802 Planning & Highways Committee:-

- a. To note the draft confidential meeting minutes of the 5th May 2021. (Pages C37-C41)

C803 Date of next meeting - Tuesday 27th July 2021 at 7.30pm.

