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PEACEHAVEN TOWN COUNCIL

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Minutes of the meeting of Peacehaven Town Council, held at 7.30pm on Tuesday 15th June 2021, Main Hall, Community House

Present – Mayor Cllr Isobel Sharkey, Dep. Mayor Cllr Gloria Hill, Cllr Claude Cheta, Cllr Job Harris, Cllr Lynda Duhigg, Cllr Sue Griffiths, Cllr Dawn Paul, Cllr David Seabrook, Cllr Chris Collier, Cllr Alan Goble, Cllr Catherine Gallagher, Cllr Lucy Symonds, Cllr Ron White, Cllr Alan Milliner, Cllr Wendy Veck.

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

C786 Mayor's/Chairman's announcements.

The Chairman welcomed everyone to the meeting.

C787 Public session.

No members of the public were present.

C788 To approve apologies for absence.

It was resolved to accept apologies from Cllr Emilia Simmons and the Finance Officer, Zoe Malone.

C789 To receive declarations of interests.

Cllr Griffiths re. Item C793 as a member of The Orchard Community Group.
Cllr Griffiths re. Item C800 as a friend of one of the Council's sub-contractors.
Cllr Seabrook re. Item C793 as a member of The Orchard Community Group.
Cllr Veck re. Item C796 as a hirer of Community House facilities
Cllr Paul re. Item C800 as an employee of the premises in question.

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

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

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

These meeting minutes were noted.

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

a. Policy & Finance Committee:-

i. Finance report.

Received and noted.

ii. Bank account summary.

Received and noted.

iii. Bank Reconciliation statements (for signing).

Received and resolved to sign.

iv. Income & Expenditure report.

Received and noted.

v. Balance Sheet.

Received and noted.

vi. List of payments (for approval) – April, May & June (to date).

It was resolved to approve the payments for 1st April 2021 to 10th June 2021, amounting to £245,508.93, as scheduled in the meeting papers.

vii. Review of the Suitability of the Internal Audit Procedures.

It was resolved to approve the review report.

viii. Approve 2020/21 Annual Governance Statement.

It was resolved to approve this Statement.

ix. Approve 2020/21 Annual Accounting Statement.

It was resolved to approve this Statement.

x. Approve funding for buildings equipment maintenance works.

The circulated report and maintenance schedule was noted and discussed.

It was resolved that PTC CIL monies can support the budgeted monies. The maintenance schedule must clearly show what has been spent and out of which 'pots' and be submitted as a regular report at the Committee's meetings.

It was resolved that the Clerk be given discretion to add additional maintenance items to the schedule, subject to ongoing scrutiny by the Committee.

xi. Approve Council's new energy provider.

The Clerk reported that there had been a delay in getting information from energy companies and it is expected that this report will be available for the next meeting of Council.

b. Planning & Highways Committee:-

i. To receive the meeting minutes of the 6th April 2021.

It was resolved to receive these minutes.

ii. To receive the meeting minutes of the 27th April 2021.

It was resolved to receive these minutes.

iii. To note the draft public meeting minutes of the 5th May 2021.

These draft minutes were noted.

iv. To receive notice of planning application recommendations made under delegated powers.

It was resolved to receive this report.

c. Personnel Committee.

Cllr Seabrook stated that there were no items for the public session of the meeting.

d. Leisure, Amenities & Environment Committee:-

i. To receive the meeting minutes of the 23rd March 2021.

It was resolved to receive these minutes.

ii. To note the draft meeting minutes of the 7th May 2021.

These draft minutes were noted.

e. Civic & Community Events Committee.

Cllr Duhigg stated that there were no items to be reported..

f. Business Development & Communications Committee.

The current Business Plan was received and noted.

Cllr Gallagher reported that review and update meetings have been held and that the Business Plan is being developed to cover the next year.

g. PTC Climate Change Working Party.

i. To receive the notes of the meeting held on the 31st March 2021.

It was resolved to receive these minutes.

ii. To note the report of the joint PTC/TTC meeting held on the 21st May.

This report was noted.

h. PTC Libraries Working Party.

The circulated reports were received and noted.

Cllr Goble reported that further information had just been received from ESCC and that it seems intent on only having a small new library in Peacehaven.

i. Youth Working Party.

Cllr Symonds reported that the WP's Action Plan continued to be developed and that the next meeting of the WP was being arranged.

j. CCTV Working Party.

The current Action Plan was received and noted.

Cllr Symonds reported that an ANPR camera had now been installed on the A259 at Telscombe.

Cllr Symonds asked that any information relating to the current anti-social behaviour regarding the dangerous riding of motorbikes is passed to her and the PTC Communications Officer.

k. History Working Party.

The current Action Plan was received and noted.

C792 To receive a report from the Neighbourhood Development Plan Steering Group.

The circulated reports were received and noted.

Cllr Gallagher referred to the circulated reports and Steering Group meetings, noting that:-

- Evidence gathering continues for the Design Guide, which will be submitted to the Planning & Highways Committee. This will be a stand-alone document which LDC must take account of when determining planning applications.
- The Housing Needs Assessment is awaited from AECOM.
- Work by the Brighton University students continues.
- 'Easy read' information about the NDP is being provided for residents.
- An application for funding has been made to the Welcome Back Fund.

C793 To agree the Licence for Peacehaven Community Orchard.

Cllr Seabrook referred to the circulated report and related the background to this item.

It was resolved to approve this Licence. and maintain a Community Orchard and any related subsidiary activities between Peacehaven Community Orchard and Peacehaven Town Council. *[Cllr Seabrook & Cllr Griffiths abstained]*.

C794 To receive a report from Cllr Griffiths regarding the 'Urban Tree Challenge Fund' and to agree actions.

Cllr Griffiths referred to the circulated report and related the background to this item. It was resolved to:

- a. Agree to working with Brighton Permaculture Trust in their application to the Urban Tree Challenge Fund.
- b. Agree that the Grounds Team can work overtime funded by the UTCF.
- c. Agree to instruct the Town Clerk to sign the necessary paperwork giving the Council's agreement.

C795 To approve a hybrid working policy.

The Clerk referred to the circulated report and related the background to this item. It was resolved to adopt this policy as drafted.

C796 To discuss and review the current situation and Government advice regarding COVID-19 measures and agree actions relating to meetings, events, etc.

a. Working Party Action Plan.

The current Action Plan was received and noted.

Mrs Donovan reported on the Government's delay to full opening up to the 19th July and that the Action Plan would be amended to reflect this; this was resolved.

b. Clerk's paper and related actions.

The Clerk gave a verbal report on the current situation.

It was resolved that the emergency delegated powers conferred by Council at its meeting on the 24th March 2020 are rescinded, except in the case of some planning applications.

Planning Committee meetings will proceed as scheduled, in the main hall.

Straightforward planning applications can still be dealt with under delegated powers, unless an application is called-in to Committee by a Councillor, or the Clerk/SPO consider that it is of significance to the Council and/or the public that it is seen by the Committee.

This will keep the meetings shorter and allow the Committee to focus more on its other areas.

C797 To review the final HDD pre-submission plan for the redevelopment of the Meridian Centre and integration of Community House.

The Clerk and the Senior Projects Officer (SPO) related the background to this item and reported on discussions held with all parties involved, noting the following points:-

- The plan, as circulated, is essentially the plan that HDD will submit to LDC for planning approval.
- As the plan progresses, it will need to change to meet the requirements of LDC and other authorities/statutory consultees.
- PTC is a statutory consultee.
- There will be full public consultation when the planning application is received.
- PTC can only make recommendations to LDC.
- As this is a private site, there is less control over its development.
- HDD has made a number of concessions/changes to its plan as discussions progressed.
- If the HDD plan does not go ahead, then a less acceptable development may occupy the site.

In discussion, Councillors noted the following main points:-

- Councillors represent their residents and a large majority of residents do not find the HDD plan as a suitable development for the centre of Peacehaven.
- PTC Councillors are not qualified to decide if this plan is technically suitable to go forward for planning permission.
- The HDD plan is not in the best interests of Peacehaven.
- The residential/business balance is wrong.
- No need for more retirement homes.
- Wait for the completion of the Housing Needs Assessment.
- Proposed Co-Op store and other retail units occupy less space than currently.
- The plan just provides a new housing estate with a parade of shops.
- Pre-existing conditions cannot be ignored.
- Resultant strain on services and infrastructure must be addressed or limit further development.
- PTC cannot predetermine the matter; it must wait for receipt of the planning application.
- Have current tenants and other local businesses been properly consulted regarding their requirements.
- Will 'market' rents equate to fair rents to allow full occupation of retail units.
- Real danger of some retail units reverting to housing.
- At the appropriate time, LDC must hold its meeting to discuss any application in Peacehaven.

After lengthy discussion, it was resolved by a majority that the current HDD plan cannot be recommended by Council. It does not meet the needs of local residents, nor does it meet the needs of local business.

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:-

C798 To adopt the confidential minutes of the Annual Council meeting held on the 4th May 2021.

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

C799 Redevelopment of the Meridian Centre and integration of Community House:-

- 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.

After lengthy discussion, it was resolved by majority that:-

1. Council notes the legal rights valuation.
2. Council notes the legal advice provided.
3. Should planning permission be granted for the site, Council will consider entering into further discussions as appropriate and in line with legal advice.

Councillors recognised that the Clerk and the SPO had done the best job possible and thanked them for their hard work in this matter.

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[Cllr Griffiths left the meeting].

C800 To review sub-contractor provision of services.

The circulated report was received and discussed, with actions agreed.

[Cllr Griffiths returned to the meeting].

C801 Personnel Committee:-

- a. **To discuss current confidential staffing matters and agree actions required.**

The circulated reports were received and discussed, with actions agreed.

C802 Planning & Highways Committee:-

- a. **To note the draft confidential meeting minutes of the 5th May 2021.**

These draft minutes were noted.

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

There being no further business, the meeting closed at 21:44