

# Peacehaven Town Council

## Annual Report 2020/2021



*Community House, Meridian Centre, Meridian Way*

*Peacehaven, East Sussex, BN10 8BB*

*Tel: 01273 585493*

*Email: [Info@peacehaventowncouncil.gov.uk](mailto:Info@peacehaventowncouncil.gov.uk)*

*Website: [www.peacehaventowncouncil.gov.uk](http://www.peacehaventowncouncil.gov.uk)*

*Facebook: [www.facebook.com/PeacehavenTownCouncil](https://www.facebook.com/PeacehavenTownCouncil)*

*Twitter: [www.twitter.com/PeacehavenTown](https://www.twitter.com/PeacehavenTown)*

*Instagram: [www.instagram.com/peacehavenc](https://www.instagram.com/peacehavenc)*

# The Role of Peacehaven Town Council

**The Council:** The Council is a legal corporate body, entirely separate from but comprising its Members.

The Council has a duty to appoint a Chairman/Mayor, a Clerk, a Responsible Financial Officer (often this will be the Clerk) and an Internal Auditor (among other things).

It must convene an Annual Meeting of the Council in addition to at least a further three meetings each year. Further meetings must be convened if requested by the Chair, or by any two Members.

The Council has a duty to consider all relevant matters brought before it in a proper manner; to make informed judgements, decisions and recommendations and, by instruction to the Clerk, to implement the same.

The Council has responsibilities towards its employees under Health and Safety legislation and may take responsibility for the provision and/or maintenance of (for example) open spaces, allotments, footpaths, litter bins and may appoint school governors.

Maps of Peacehaven wards are available on the Peacehaven Town Council Website [www.peacehaventowncouncil.gov.uk/ward-maps](http://www.peacehaventowncouncil.gov.uk/ward-maps) as are further details on your Councillors.

Peacehaven Town Council produces a monthly e-news magazine. This is an effective way of keeping in touch with our community. Details can be found on our website on how to subscribe and how to place an advertisement:

<http://www.peacehaventowncouncil.gov.uk/e-news-magazine/>

# The Mayor of Peacehaven

In many ways, this year will resonate in our memory as an unprecedented year. For the whole year we were in lockdown, and you might think very little happened with the Mayor. No! On the contrary, this year was full of events and we were called upon to think differently, to act differently, and to do more with less.

I am pleased to say that Peacehaven Town Council continued to operate during this time, and Councillors found through Zoom a new way of doing business. We monitored the Covid-19 situation very closely and kept residents up to date with Government guidance and directions. When it was possible, we opened the community house and allowed the car boot sale at the Dell, until it was no longer safe to continue. Each time, health and safety was the main principle guiding our decisions.

## ***Overcoming Lockdown***

Our first ambition this year was to overcome lockdowns. Peacehaven residents used to spending time outdoors, struggled to cope with stay at home instructions. Local businesses found it hard to survive and everyone's wellbeing started to decline. With the support of the Civic and Marketing Team, we quickly organised a weekly broadcast to connect with the community. The videos were shared on social media and gave our residents regular updates on what was going on in the town, and how we could support each other during this time. Each week, we also highlighted a local resident who had contributed in a special way towards helping the community. We also launched a daily walk photo that encouraged Peacehaven residents to exercise daily and share their best pictures of places visited.

## ***Staying connected, celebrating and commemorating***

We stayed connected with local businesses and visited Barratt Homes new development in Peacehaven. We attended Zoom meetings with the Lord Lieutenant and other local Mayors.

Despite the lockdown, we attended short private services to commemorate the VE Day last May and VJ Day last August. We laid wreaths to commemorate these important events and encouraged residents to hold their own celebrations in their front gardens. We celebrated the remembrance Day and marked Sussex Day, in our own special way in Peacehaven.

## ***Raising funds to support local residents***

Working with the local Covid19 Mutual Aid Group, we explored how best we could help get food parcels to the most vulnerable members of the community. We started with a £1000 donation to the Seahaven Food Bank, and launched a campaign asking residents to donate either a tin or a jar of food.



There was an option to contribute financially via a GoFundMe Page. We also launched a 5k walk, cycle or run campaign to encourage not only donations to the foodbank, but also to encourage local residents to exercise.



Additional fundraising initiatives included:

- Car boot sales and outdoor markets which raised at least £254 towards the foodbank
- The pumpkin competition which received donations for the foodbank and attracted a special engagement with children and youth.
- A fundraising event with the Horticultural Society who joined in and decorated our indoor garden
- Peacehaven version of Footballer Marcus Rashford's campaign to support free school meals. This campaign was run locally by Peacehaven and Telscombe football club. Our local schools donated warm coats left unclaimed in their lost property. When I visited the Football club, I was impressed with the dedication and commitment of volunteers. I also dropped into the after school club (CATS club) and interacted with children.
- The children's Christmas gift Box appeal. On this occasion we worked with volunteers, including the local barber. Marverick Barber Lounge decided to donate half of his takings to the Mayors charity.
- The appeal to support Peacehaven and Telscombe Cliffs Football club.

This was a difficult year, but there will never be a better time to recognise and celebrate the great spirit, dedication and commitment demonstrated by volunteers, council staff, councillors and all those who worked so hard to respond to the challenges posed by Covid19.

To all of you, I will say THANK YOU. Truly, this was a year like none before, not because of Covid19, but because of the wonderful response displayed in our community. We responded brilliantly and I look forward to a stronger and more resilient community after the lockdown.

Like the rest of the country and the whole world, we were saddened by the passing of HRH Prince Philippe, the Duke of Edinburgh, and I laid a wreath at the war memorial to show respect in his memory.

In union with Peacehaven Town Council and all residents, we continue to pray for Her Majesty the Queen. Our thoughts remain with her and the Royal Family.

Claude Cheta.

Your Mayor





# Councillors

Peacehaven Town Council has a complement of 17 members covering East, North, West and Central Wards. They represent more than 20,000+ residents and will sit on Peacehaven Town Council until the next election in May 2023.

The primary role of a Councillor is to represent their individual ward and the residents who live in it. Councillors have a central part to play in making decisions that impact on their ward and across the whole Council.

Becoming a Councillor can be a rewarding form of public service that puts people in a position where they can make a difference to the quality of someone's life. However, being a Councillor involves a lot of hard work. Every day Councillors have to balance the needs and interests of their residents, voters, the Council and their personal lives.

The Councillor's role takes in:

- ward representation
- decision making
- policy and strategy review and development
- overview and scrutiny
- regulatory duties
- community leadership and networking



At the end of the year we were saddened to accept the resignation of Cllr Lyn Mills, but we would like to thank her for her hard work and valuable contribution as a Councillor for Peacehaven.

# Powers & Duties

Local Councils have a wide range of powers and duties. The following table sets out the main ones:

Function	Powers & Duties	Statutory Provisions
Allotments	Duty to provide allotments. Power to improve and adapt land for allotments, and to let grazing rights	Small Holding & Allotments Act 1908, ss. 23, 26, and 42
Bus shelters	Power to provide and maintain shelters	Local Government (Miscellaneous Provision) Act 1953, s. 4
Clocks	Power to provide public clocks	Parish Councils Act 1957, s.2
Community centres	Power to provide and equip buildings for use of clubs having athletic, social or recreational objectives	Local Government (Miscellaneous Provisions) Act 1976 s.19
Conduct	Duty to promote and maintain high standards of conduct	Localism Act 2011, s.27
Crime Prevention	Duty on Parish Councils to consider crime reduction in every policy and action	s17 Crime and Disorder Act 1998 (as amended)
Dogs	Power to make a Dog Control Order. Power to take enforcement action against those who commit an offence against a Dog Control Order	Cleaner Neighbourhoods and Environment Act 2005
Entertainment and the arts	Provision of entertainment and support of the arts	Local Government Act 1972, s.145
General Power of Competence	Power to do anything that an individual may do (eligible Councils only)	Localism Act 2011, s.1
Land	Power to acquire by agreement, to appropriate, to dispose of. Power to accept gifts of land	Local Government Act 1972, ss.124, 126, 127 Local Government Act 1972, s.139
Litter	Provision of receptacles. Power to take enforcement action against those that litter	Litter Act 1983, ss.5,6 Cleaner Neighbourhoods and Environment Act 2005
Neighbourhood Planning	Power to create a Neighbourhood Plan and other development mechanisms	Localism Act, s.116
Open spaces	Power to acquire land and maintain	Public Health Act 1875, s.164 Open Spaces Act 1906, ss.9 and 10
Public buildings and village hall	Power to provide buildings for public meetings and assemblies	Local Government Act 1972, s.133
Public conveniences	Power to provide	Public Health Act 1936, s.87
Sustainable communities	Able to be represented on a panel of representatives to be consulted on proposals that would contribute to sustainable communities	Sustainable Communities Act 2007
war memorials	Power to maintain, repair, protect and alter war memorials	War Memorials (Local Authorities' Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133



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**1 Town Clerk & RFO**

**Tony Allen**

**2 Deborah Donovan**

**Civic & Marketing Officer**

**3 Matt Gunn**

**Communications Officer**

**4 Vicky Onis**

**Admin Officer**

**5 Karen Bray**

**Information & Bookings Officer**

**6 Michael Ripley**

**Senior Caretaker**

**7 Callum Hamm**

**Caretaker**

**8 Michelle Edser**

**Senior Planning Officer**

**9 Zoe Malone**

**Finance Officer**

**10 Kevin Bray**

**Parks Officer**

**11 Tom James**

**First Assistant Groundsman**

**12 Luca Fossella**

**Groundsman**

**13 Andy Heffernan**

**Groundsman**

**14 Des Baker**

**Trainee Groundsman**

**15 Andy Picton**

**Maintenance & Reserve Caretaker**



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## Policy & Finance

As Peacehaven Town Council set their precept for 20/21, no one could have imagined that we were about to enter a global pandemic. During the last twelve months many members of our communities have been personally impacted by that. It is against this backdrop that officers have continued to work. There have been many challenges and the council has had to completely change how it works overnight. Despite everything, Peacehaven Town Council has continued to move forward, and has overcome any issues that have occurred during the year.

The council's income has at times in the year been reduced to virtually zero, but this has been balanced off by a solid spending plan and the continued reduction of spend. The result is that from a position right on the edge of looking for external support two years ago, the council has been returned to financial security.

In addition to this, the restructured finance team have dramatically reduced the council's exposure to debt. The new team member introduced to support the RFO has consistently improved performance. The net result for residents is a reduced precept, which is visible on council tax bills as -0.6%, with the council offering increased service provision at a lower cost.

At the height of the pandemic the council also provided a one-off emergency grant scheme to support members of the community that were excluded from other grants. This led the way for other councils in the district to follow suit.

It has been an incredibly challenging year, and the team at Peacehaven Town Council really have gone above and beyond to deliver on our financial plan.

ANNUAL FIGURES		2019/20		2020/21
Balance brought forward		289,780.00		413,585.00
Precept		536,289.00		644,160.00
Other receipts		373,241.00		193,856.00
Staff Costs		460,021.00		431,500.00
Other payments		325,704.00		243,723.00
Balances carried forward		413,585.00		576,378.00



## Leisure, Amenities & Environment

As Chair of the Leisure, Amenities and Environment Committee along with Vice Chair Cllr. E Simmonds, Cllr L Mills, Cllr D Seabrook, Cllr G Hill, Cllr C Gallagher, Cllr I Sharkey, Cllr D Paul, Cllr L Symonds we have the responsibility of managing and caring for most of Peacehaven's Parks and Open Spaces.

We have continued to be hampered in our work because of Covid 19 restrictions but as well as all the regular maintenance such as litter picking in the parks we have moved forward from last year. Below is a list of improvements and how they will be paid for.

Pathway from Flint Way to Centenary Park made up to proper standard. Section 106 money cost £3,450.00.

Centenary Park – The improvements to the bridleway from Piddinghoe Avenue into the park is in the process of being worked up and costed. This will be paid for by CIL money from Lewes District Council and from the Town Council CIL pot.

It has been agreed to pave the grassed area in front of the Gateway Cafe from the Town Council Community Infrastructure Levy (CIL) pot and we have gone out for quotes.

Howard Peace Park – A survey has been completed and recommendations taken to Council. Accessibility has been identified as the priority need for the area and a scheme is being worked on so that we can make a CIL bid to Lewes District Council for funding.

A shredder has been purchased to save on the cost of disposal of green waste and to save on staff time. This also provides mulch for our parks instead of buying the product in. This has been shown to reduce the Councils carbon footprint by 198,760 grams of CO2 per annum.

Our partnership with ESCC and Sustrans has been put on a formal footing and improvements outside the Cycle Hub funded by them will soon be evident.

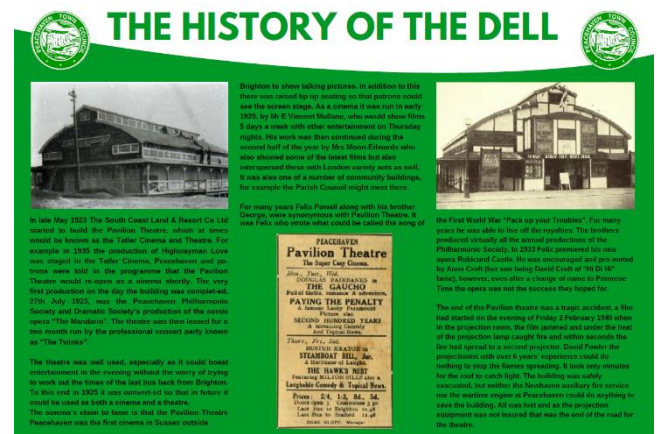
Play Areas – The Dell is having the retaining wall replaced at a cost of £15,853 funded from the Town Council CIL pot

Epina Park is having a retaining wall removed and the site turned into a banked area. Cost of £4,100 funded from the Town Council CIL pot.

The Dell - Our project on the Dell has begun! The wildflower seeds were sown on 8<sup>th</sup> of April by PTC staff, Councillors and Children.



The project will continue working with the South Down National Park Authority who designed the Interpretation Board and who will be planting wildflowers on the bank near the play area. The final piece of the project will be the installation of a Water Refill Station.



Thanks go to all our staff, Councillors, SDNPA and volunteers for all the work over the last year.

CLlr Sue Griffiths

# Planning & Highways

Cllr Isobel Sharkey, (Chair) Cllr Alan Milliner, (Vice-chair) Cllr Alan Goble, Cllr Sue Griffiths,  
Cllr Lyn Mills, Cllr Dawn Paul, Cllr David Seabrook, Cllr Ron White  
Cllr Claude Cheta (ex officio) Cllr Job Harris (ex-officio)

The Planning and Highways committee meets every two weeks. Perhaps more than any other committee, we do often get members of the public attend and we appreciate hearing the views of neighbours when a planning application comes before us.

We are an advisory committee and applications go on to Lewes District Council for a final decision. When an application is contentious, I, or one of the other committee members will try to attend and put our case to the district councillors.

Of course, many of the applications that come to us are quite small scale: private householders building a small extension or a loft conversion. One of the types of application that we have seen a lot of recently though, has been a detached bungalow being demolished and 2 properties being built in its place. It is difficult to object to these on planning grounds, but of course they do have an accumulative effect on our population and associated traffic etc.

There are also larger developments. The Chalkers Rise estate continues to cause concerns for some residents and in response to these, we formed the Developers' Liaison Working Group where we can try to resolve issues regarding such things as the commitments that Barrett made and the use of associated CIL money.

Another thing the committee is responsible for is the planters around the town and we have recently carried out an audit of these with a view to improving them. We also recently purchased a combined planter and bike rack that is to be sited near Subway on The South Coast Road.

# Business Development & Communications

This Committee was formed in 2019 to be responsible for the strategic development of the Council and the supervision of projects aimed at the enhancement of the Town, excluding work on the Neighbourhood Development Plan.

Peacehaven is rapidly changing with expansion in housing numbers and the proposed redevelopment of the Meridian Site. In 2020 a Senior Project Manager (SPO) responsible for Business Development and Planning was appointed bringing Town Planning and Project Management experience and qualifications to enhance the existing skills available in the Council Team.

This Committee supports the Town Clerk and SPO in the strategic and practical completion of projects identified by Council through other Committees.

The first task completed by this Committee was to introduce a strategic Internal Business Plan (IBP)

Setting the Vision and aims of Peacehaven Town Council and setting out the ambitions and the projects to be undertaken to achieve the ambitions and vision. The 2021/22 is being prepared.

The long term sustainable future of the Peacehaven Town Council assets including all the buildings and land are considered at this Committee with recommendations made to Policy and Finance and Council for decisions.

Long term projects to improve public facilities including the library and active travel including walkways/cycleways and public transport are current projects being developed through this Committee.

Communication with residents and other stakeholders by various channels is one of the projects this Committee is responsible for.

The Vision for Peacehaven Town to be a town where the community including businesses thrive is the ethos for this Committee.

Chair Alan Milliner

Vice- Chair Cathy Gallagher

## Civic & Community Events

Civic & Community Events calendar has been a difficult year due to Coronavirus.

Community House coffee mornings, mini markets and other events like wrestling, cinema, and the much-loved Horticultural show were severely curtailed.

Victory in Europe celebrations in May sadly had to be cancelled, but some residents did have small gatherings in their street which showed their support.

The Summer Fair at Centenary Park booked for July was also unfortunately cancelled.

However, car boot sales on The Dell went ahead during the months of August and September as did the Community House indoor markets adhering to social distancing.

Thankfully, the Remembrance Day service was held, with strict restrictions which allowed dignitaries and local organisations to lay their wreaths throughout the day.

The Christmas fair was also cancelled as was the carol service, all due to Covid-19 which has consumed everybody's lives in different ways.

We have however, held a community Easter bonnet event which was extremely successful.

CC&E History of Peacehaven is an ongoing community topic with some members of the Community and Councillors working together.

The aim is to write and publish a book of the up-to-date history of the town with a town museum in sight.

As Chairman I was delighted to announce the achievement awarded to our Civic Officer Mrs Deborah Donovan for the submission entered to the Civic Officers Association which explained how Peacehaven Town council maintained the profile of their First Citizen throughout the Covid-19 pandemic.

Peacehaven Town Council's Civic Office received a commendation for their entry which is recognised nationally.

I was very proud to speak on behalf of all council and the community in congratulating Debbie and her team for receiving such a prestigious award, well done, this is a great achievement.

Chair: Cllr Lynda Duhigg

Vice chair: Cllr Gloria Hill.



# Peacehaven and Telscombe Neighbourhood Plan Steering Group



**The Vision for the NDP is for Peacehaven and Telscombe towns to provide a good quality of life for all residents and an environment which is sustainable with clean air.**

## **Background**

The National Government from Westminster publishes Planning Policy for England through the National Planning Policy Framework. At present 300,000 new homes per year is the housing target.

In 2011 through the Localism Act 2011 the Neighbourhood Development Plans (NDP) was introduced to give Towns and Councils more say as to how Communities develop and where new homes, businesses, sports and leisure facilities are sited. Once adopted the NDP and its local policies is a legal document which carries weight in determining planning applications.

Peacehaven and Telscombe Town Councils resolved to work together in 2013 and the plan area was designated. The process started in earnest in 2017. Our plan is complex and difficult as it combines two towns and an increasing population circa 25,000. Evidenced reports have been prepared by Consultants paid for by grants from Locality which is funded by central government.

The fact that two Towns are preparing an NDP ring fences the land from speculative development.

Once adopted the Towns receive 25% of Community Infrastructure Levy (CIL) instead of the current 15% which means the Towns have more control over the spending on infrastructure.

## **The Meridian Centre**

The proposed redevelopment of the Meridian Site is an important opportunity for the two Towns to become sustainable. Two public consultation surveys have taken place. The first was undertaken by the Neighbourhood Plan Steering Group on the Masterplan concept from AECOM.

The owners of the Meridian Centre are Co-op Properties who have also conducted a pre-application survey. The future of the Meridian Site is undecided as of May 2021.

## **The Wider Plan Area**

Maintaining and protecting local green spaces, parks and recreational facilities (including new 'pocket parks'), creating alternatives to travelling on the congested A259, walkways and cycle tracks, improving the public realm, supporting business and employment, attracting tourism are some of the projects to be included in the NDP which will benefit residents and the environment.

## **DRAFT PLAN COMPLETION DATE SEPTEMBER 2021**

For more information go to the website: [Peacehaven and Telscombe Neighbourhood Plan Steering Group \(peacehaven-and-telscombe-neighbourhood-plan-steering-group.co.uk\)](https://peacehaven-and-telscombe-neighbourhood-plan-steering-group.co.uk)

# Peacehaven & Telscombe Football Club

## *At the heart of the community*

By Phil Merry

PEACEHAVEN & TELSCOMBE FC'S role in the community has never been greater or more important.

The club is just two years away from celebrating its centenary and never in its previous 98 years has it, or for that matter the whole population known anything quite like what we've all experienced during the past 12 eventful months.

With the town's population expanding and with more children settling in the area and with more to follow, it is important for a town like to Peacehaven to be able to offer its residents good amenities.

Since 2016 when the football club moved into fan-owned community status the emphasis of the club has been 'football for all'.

The club currently runs a total of 26 teams, with a ladies team due to be added for the new season. There's organised youth football from under sevens to under 18s. Plus there are currently four adult men's teams with an under 19s team due to compete in the new season. And there's an Academy.

The club is run entirely by volunteers and generates all its own funds through sponsorship, grants, gate admission, membership fees, the social club and the match day snack bar.

But it's the tremendous community spirit that runs through the club which is one of its many strengths. When in February the social club ceiling partially collapsed, nearly £6,000 was raised by players, parents and supporters to fund the repairs. And in January, the club's under eights coach Dan Weston was recognised with a national award by Nationwide Building Society as the first winner of its Mutual Respect Award.

At the club's helm is chair Sue Norwood who has been associated with the football club for more than a quarter of a century. The board of directors are local people too all with a variety of talents which they bring to the club and which the club benefits from.

Going forward, and to cater for the even greater demand which is being put on the club and its facilities, the plan is to install a 4G pitch. This will mean the pitch can be used seven days a week and multiple times a day catering for the ever-increasing demand.

The people of Peacehaven should be proud of their football club ... a true beacon of light and hope and a brilliant example of what can be achieved by dedicated volunteers.

# Havens Community Hub

**Havens Community Hub** is a CIC (Community Interest Company), a social enterprise whose ethos is 'we'll find a way – or we'll make a way' and that statement was put to the test during the 2020/21 pandemic with demand for their services increasing unexpectedly and dramatically.

The Hub launched its volunteer car driver scheme (**Havens Community Cars**), food waste prevention and redistribution service (**Havens Food Cooperative**) and social activity support for older people (**Havens Happy Clubs**) during the most unprecedented time in recent history. They meet unmet need for residents from the Havens coastal stretch – including the large towns of Peacehaven, Seaford and Newhaven, and surrounding towns and villages.

**Havens Community Cars** has 25 trained, DBS checked volunteer drivers and over 350 scheme members and is currently working with NHS Sussex to get residents to medical appointments, vaccinations, and other vital health care appointments. Membership is free to anyone unable to use public transport and the low journey cost covers the volunteer drivers' fuel expenses.

**Havens Food Cooperative** works with 11 local supermarkets and FareShare Sussex to prevent edible surplus food from reaching landfill (creating more CO2 gases) and redistributes nearly one ton of perishable food per week to individuals, families and groups including older residents of static home parks, primary school food pantries, school holiday activity clubs and supports local food banks with donations of non-perishable food and sanitary items. They took part in Marcus Rashford's child welfare campaign and distributed the government's covid winter grant aid.

**Havens Happy Clubs** offer social activity and isolation-busting support groups for older people. During lockdown, the members of the clubs have been supported in their own homes with welfare calls, shopping deliveries, and other essential support services. The clubs look forward to re-opening in May 2021.

The Hub has also offered Census support services in 2021 and continues to adapt to the changing needs of the community. To find out more, visit their website at [www.havenscommunityhub.co.uk](http://www.havenscommunityhub.co.uk) - email [havenscommunityhub@gmail.com](mailto:havenscommunityhub@gmail.com) or call 01273 918226

# Peacehaven Community Orchard

As with many organisations Covid-19 has curtailed our usual activities. We haven't been able to have a volunteer day for 8 months although several volunteers have been doing work on their own when possible. Our fundraising has also been prevented which means that we haven't been able to raise our usual £2000 per annum. Luckily, we have received a £1000 emergency grant from Peacehaven Town Council which will enable us to repair the netting windbreaks around the apple trees.

Despite everything we have had two positive events in the orchard. The first being the gift of around 40 bare rooted whips provided by the volunteer organisation Concordia which were planted on the 13<sup>th</sup> of March. They were presented by Fiona Calendar and we now have a link for future volunteers.



On the 24<sup>th</sup> of March, Stephan from Brighton Permaculture Trust came over to plant 7 more Sussex Variety apple trees. We will soon have a full Sussex Apple Collection.

We are grateful for all the support from our Treasurer Susan Newton who is wanting to step down from the position. We are now searching for an Honorary Treasurer who is happy to continue with online banking but will not need to know about orchards.