**Minutes of the meeting of Peacehaven Town Council, held at 7.30pm on Tuesday 27th July 2021, Main Hall, Community House**

**Present** – Mayor Cllr Isobel Sharkey, Cllr Job Harris, Cllr Lynda Duhigg, Cllr Dawn Paul,

Cllr Chris Collier, Cllr Catherine Gallagher, Cllr Lucy Symonds, Cllr Ron White,

Cllr Wendy Veck, Cllr Katie Sanderson.

**Officers** - Town Clerk, Tony Allen

**Public** – Two members of the public were present.

**C804 Mayor’s/Chairman’s announcements.**

The Chairman welcomed everyone to the meeting and reported on the following recent engagements:-

* CATS Club open day.
* East Sussex County Chairman’s meeting.
* Opening ceremony for the new swing for disabled children in the Big Park.

All present welcomed Cllr Sanderson to her first Council meeting.

**C805 Public session.**

There were two members of the public present to observe the meeting.

**C806 To approve apologies for absence.**

It was resolved to accept apologies from Cllr Griffiths, Cllr Seabrook, Cllr Hill, Cllr Cheta, Cllr Simmons and Cllr Goble.

**C807 To receive declarations of interests:-**

Cllr Collier re. Item C812, as an LDC Cabinet member.

**C808 To adopt the public minutes of the Council meeting held on the 15th June 2021.**

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

**C809 To ratify actions, receive minutes, Chairmen’s reports and referrals from**

**Committees & Working Parties.**

* 1. **Policy & Finance Committee:-**
     1. **To receive the finance reports, authorise payments and signing of Bank Reconciliation.**

Cllr Collier noted the increasing improvement in the Council’s finances and that the general fund, reserves and exposure to debt were in a much healthier position. It was noted that the Community House income stream was under budget, as expected due to the Covid situation.

The financial reports were received and it was resolved to sign the Bank Reconciliation and to authorise payments amounting to £130,061.63 for the month of June 2021.

* + 1. **To agree to pay outstanding gas bills from 2015 – 2018.**

The Finance Officer’s report was received. It was resolved that these payments should be made. The Clerk noted that the Finance Officer had managed to obtain significant refunds, following the termination of the ESCC service contract.

* 1. **Planning & Highways Committee:-**
     1. **To receive the public meeting minutes of the 5th May 2021.**

It was resolved to receive these minutes.

* + 1. **To note the draft public meeting minutes of the 6th July 2021.**

These draft minutes were noted.

* + 1. **To receive an update on the Rampion 2 project and public consultation.**

Cllr White made the following points:-

* The project is moving ahead.
* The proposed area for the wind farm has been reduced slightly, especially in the East sector.
* Land cabling works will not directly affect Peacehaven.
* There will be increased use of local content where possible.
* There is a virtual reality presentation at the arches in Brighton.
* PTC to promote the public consultation.

It was resolved that Councillors should study the circulated papers, in readiness for a Zoom meeting to agree the Council’s response to this consultation, for ratification by the Committee..

* 1. **Personnel Committee.**

The Clerk noted that there were no reports for the public session of the meeting and that the Committee’s next meeting will be held on the 10th August 2021.

* 1. **Leisure, Amenities & Environment Committee;-**
     1. **To receive the meeting minutes of the 6th May 2021.**

It was resolved to receive these minutes.

* + 1. **To note the draft meeting minutes of the 20th July 2021.**

These draft minutes were noted.

* 1. **Civic & Community Events Committee:-**
     1. **To receive the meeting minutes of the 30th March 2021.**

It was resolved to receive these minutes.

* + 1. **To note the draft meeting minutes of the 13th July 2021.**

These draft minutes were noted.

* + 1. **To approve the Outdoor Events Policy.**

It was resolved that this matter be referred to the meeting of the Policy & Finance Committee, to be held on the 17th August 2021.

* + 1. **To discuss and agree support for the joint 2022 Peacehaven Fair & Armed Forces Day.**

It was resolved that this matter be referred to the meeting of the Policy & Finance Committee, to be held on the 17th August 2021.

* 1. **Business Development & Communications Committee:-**
     1. **To receive the meeting minutes of the 21st May 2021.**

It was resolved to receive these minutes.

* + 1. **To note the draft meeting minutes of the 30th June 2021.**

These draft minutes were noted.

* + 1. **SPO report on** **Internal Business Plan 2020-21 Progress Review.**

Cllr Gallagher referred to the SPO’s report circulated with the meeting papers, regarding the achievements against the 2020/21 Plan, the first formal PTC Business Plan for some years. Cllr Gallagher noted the significant progress made and that the Committee is now working on the 2021/22 Plan for which input from all is sought.

* 1. **PTC Climate Change Working Party.**
     1. **To note the report of the joint PTC/TTC meeting held on the 8th July 2021.**

This report was noted.

* + 1. **To receive the WP’s current Action Plan.**

It was resolved to receive this Action Plan.

Cllr Sharkey noted that a progress report is required for the Climate Change Covenant of Mayors and perhaps the Action Plan would suffice for this purpose.

It was noted that actions and proposed expenditure would be channeled via the appropriate Committees and/or Council.

Cllr Gallagher questioned whether, in some cases, battery equipment was an effective replacement for exiting equipment.

* 1. **PTC Libraries Working Party:-**
     1. **To receive the notes of the meeting held on the 30th June 2021.**

It was resolved to receive these notes.

Cllr White noted that discussions with ESCC were at an impasse and that the data it uses seems to be too general to produce any meaningful solution for Peacehaven and Telscombe.

* 1. **Youth Working Party.**

Cllr Symonds reported that the responses from the questionnaire sent to PCS students will be collated to enable the WP to identify priorities to focus its ongoing actions. These areas will include education, sport, other physical activities and wellbeing.

The Clerk noted that PCS will be electing the new Youth Mayor and Deputy, to take up their positions in the autumn term.

* 1. **CCTV Working Party.**

Cllr Symonds referred to her circulated paper.

It was noted that the priority areas are being identified with the help of Sussex Police, who will be attending site visits to look at possible CCTV locations.

* 1. **History Working Party:-**
     1. **To receive the notes of the meeting held on the 8th July 2021.**

It was resolved to receive these notes.

The WP’s Action Plan was received.

**C810 To receive a report from the Neighbourhood Development Plan Steering Group.**

Cllr Gallagher referred to the circulated reports, noting the following points:-

* The Design Guides are now complete and can be used as material evidence when making recommendations to LDC on planning applications.
* The Housing Needs Assessment report is expected shortly.
* The University of Brighton students report is expected shortly.
* Public information and consultation events are planned for September 2021 onwards.
* Regular media update reports are being made.
* The NDP web site is now being kept up to date.
* An application has been made to the High Street regeneration fund.
* The application to the Welcome Back fund was successful; this will allow various temporary events/exhibitions to be supported.

**C811 Report by Cllr Gallagher on the SDNPA workshop held on the 22nd June 2021.**

Cllr Gallagher referred to her circulated report, noting that SDNPA wants to be a key partner with PTC on common issues and interests.

**C812** **To agree the Council’s approach to the LDC consultation on its new Local Plan – Issues & Options.**

In discussion, it was noted that Peacehaven had been identified as a growth area and that this should be challenged, not least because of the overstretched infrastructure in the Town.

Cllr Symonds noted that pre-existing conditions cannot keep being counted.

It was resolved that Councillors should study the circulated papers, in readiness for a Zoom meeting to agree the Council’s response to this consultation, for ratification by the Planning & Highways Committee.

**C813 To consider issues relating to grass verge cutting and to** **agree actions.**

The Clerk’s paper was received and discussed.

Clerk to conduct a study, covering the following areas:-

* Cost for having grass cuttings collected.
* Linking in with other authorities’ grass cutting contracts.
* Bio-diversity policy related issues.
* Wildlife corridors.
* Number of cuts annually.
* Involvement of Climate Change WP.
* Approached used by other Councils.
* Public consultation.
* Costs for using independent contractors.
* Reducing health & safety issues.

In the meantime, it was agreed to make no immediate changes.

**C814 To receive the Working Party Action Plan regarding the relaxation of COVID-19 measures and ongoing measures.**

The circulated Action Plan was noted and received.

**C815 To discuss HDD’s request for a further meeting regarding Council’s positional statement on the redevelopment of the Meridian Centre and Community House.**

Following discussion, it was resolved that Council is content that its original positional statement on this matter is quite clear and that the reasoning behind it was expressed fully in the various consultations and meetings that were held by HDD with Councillors and the public.

As previously stated, should planning permission be granted for the site, Council will consider entering into further discussions at that time.

*[Both members of the public left the meeting].*

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| **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:-***

**C816 To adopt the confidential minutes of the Council meeting held on the 15th June 2021.**

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

**C817 Personnel Committee:-**

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

The Clerk reported on matters relating to recruitment and probation, which were discussed, with actions agreed.

**C818 Planning & Highways Committee:-**

* 1. **To receive the confidential meeting minutes of the 5th May 2021.**

It was resolved to receive these minutes.

* 1. **To note the draft confidential meeting minutes of the 6th July 2021.**

These draft minutes were noted.

**C819 Date of next meeting - Tuesday 28th September 2021 at 7.30pm.**

*There being no further business, the meeting closed at 21:03.*