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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 25th January 2022, Main Hall, Community House

Present – Cllr Gloria Hill (Chairman), Cllr Chris Collier, Cllr Ron White, Cllr Wendy Veck, Cllr Alan Milliner, Cllr Alan Goble, Cllr David Seabrook, Cllr Sue Griffiths, Cllr Claude Cheta, Cllr D Paul, Cllr K Sanderson, Cllr L Duhigg, Cllr J Harris, Cllr L Symonds, Cllr E Simmons.

Officers - Town Clerk, Tony Allen; Civic & Marketing Officer, Deborah Donovan.

Public – Two members of the public were present.

C850 Mayor's/Chairman's announcements.

In the absence of the Chairman, the Vice-Chairman, Cllr Hill, took the Chair.
Cllr Hill welcomed everyone to the meeting and covered the housekeeping items.

C851 Public session.

1. Presentation of Mayor's Certificate of Appreciation to Helen Attree.

Cllr Hill presented the certificate to Mrs Attree and thanked her for her service to the Council and the community.

2. Other public matters.

A member of the public raised the following questions:-

- "Having received information that the preferred developer of the site has withdrawn from any plan to redevelop the centre, and that a new developer is expressing interest, can Council shed any light on this?"
In response, Councillors and the Clerk confirmed that the Council had no new information on this matter.
- "Phase 3b of Chalkers Rise is being submitted to LDC. In the plans there is a large 'Infiltration pond' which will serve the development's excess surface water run off requirements. This pond appears to have been 'Gifted' to PTC to become part of Centenary park. Does this mean that our Council will be liable for any ongoing maintenance and safety measures?"
In response, Councillors and the Clerk confirmed that the Council had no intention of taking on this responsibility.

[Mrs Attree left the meeting]

C852 To approve apologies for absence.

It was resolved to accept apologies from Cllr I Sharkey and Cllr C Gallagher.

C853 To receive declarations of interests.

Cllr Veck, re. Item 855.a.vi, as a hirer of these facilities.

C854 To adopt the public minutes of the Council meeting held on the 9th November 2021.

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

C855 To ratify actions, receive minutes, Chairmen's reports and referrals from Committees & Working Parties.

a. Policy & Finance Committee:-

- i. To receive the financial report, authorise payments and signing of Bank Reconciliation.

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The financial reports were received and noted.

Cllr Collier stated that the Council's accounts were on-track at the approach to the end of the financial year and thanked the Finance Officer for her hard work and diligence. It was resolved to sign the Bank Reconciliations and to approve the December 2021 payments totalling £60,286.97.

ii. To receive the public meeting minutes of the 26th October 2021.

It was resolved to receive these minutes.

iii. To receive the public meeting minutes of the 7th December 2021.

It was resolved to receive these minutes.

iv. To note the draft public meeting minutes of the 18th January 2022.

These draft minutes were noted.

v. To approve the 2022/23 budget & precept request to LDC.

The circulated draft budget was received and discussed. Cllr Collier noted that it had been subject to extensive consultation.

It was resolved to adopt a budget of £868,384 (expenditure), £181,303 (income), with a Precept requirement to LDC of £687,081.

The following four items were taken en-bloc and were all resolved/approved:-

- 1. To move 4164/330 (trade refuse) from LAE to 4164/200 under Planning & Highways.**
- 2. To amend the name of EMR 357 from Pavilion Roof & Boiler to HUB Improvements.**
- 3. To rebadge the Climate Change EMR of £5K from CO2 survey purpose to a general expenditure purpose.**
- 4. To seek approval for £10,000 to be moved from general reserves to a vehicles reserve.**

vi. To agree and authorise the full return of indoor markets subject to finding willing hirers.

The Finance Officer's report was received and discussed.

It was resolved that markets can make a full return following Covid restrictions, including the use of the main kitchen and foyer (subject to suitable health & safety measures), with charges and proposed changes to hours of operation to be discussed and agreed by the CCE Committee.

b. Planning & Highways Committee:-

i. To receive the public meeting minutes of the 2nd November 2021.

It was resolved to receive these minutes.

ii. To receive the public meeting minutes of the 23rd November 2021.

It was resolved to receive these minutes.

iii. To note the draft public meeting minutes of the 14th December 2021.

These draft minutes were noted.

c. Personnel Committee:-

i. To receive the public meeting minutes of the 4th November 2021.

It was resolved to receive these minutes.

ii. To receive the public meeting minutes of the 16th December 2021.

It was resolved to receive these minutes.

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iii. To note the draft public meeting minutes of the 20th January 2022.

These draft minutes were noted.

d. Leisure, Amenities & Environment Committee:-

i. To receive the public meeting minutes of the 19th October 2021.

It was resolved to receive these minutes.

ii. To note the draft meeting minutes of the 30th November 2021.

These draft minutes were noted.

e. Civic & Community Events Committee.

Cllr Duhigg stated that there were no reports, noting that the Committee had not met since the last meeting of Council.

f. Business Development & Communications Committee:-

i. To receive a report from the Clerk re. the concerns of some Councillors regarding the operation of this Committee.

ii. To receive the notes of the meeting held on the 15th December 2021.

It was resolved to receive these notes.

iii. To receive a report and approve recommendations on moving forwards with an approved Business Plan and Committee Terms of Reference.

The above three items were taken en-bloc.

The reports were received and discussed at great length.

The following points were covered in discussion:-

- Lack of confidence in the Committee to be able to effectively deliver for the Town Council and residents.
- Other Committees are being left out and some of their work is being duplicated.
- Council has an obligation to produce a business plan, whether or not some Councillors choose not to participate.
- Delivery of projects is currently affected by significant staff vacancies.
- What has gone wrong with this Committee?
- A dynamic, professional, clearly structured business plan is needed for transparency and to deliver for our residents.
- The current plan is not a clear strategic plan.
- The PTC plan should only contain items that are within the remit/control of PTC.

Cllr Griffiths Proposed that the Business Development & Communications Committee be dissolved, to include an Amendment by Cllr Collier that the Policy & Finance Committee now takes on the responsibility for producing a clearly structured an appropriate business plan, with full input from Councillors and Officers. This was Seconded by Cllr Veck and unanimously resolved.

iv. Renewable Energy options for Peacehaven Town Council – to receive a report and agree recommendations.

The Clerk introduced this item and referred to Cllr Gallagher's circulated report and recommendations.

After discussion it was resolved that the production of the energy report should go ahead.

v. The Welcome Back Fund – to receive a report and agree recommendations.

The Clerk introduced this item and referred to Cllr Gallagher's circulated report and recommendations.

After discussion it was resolved that the WP is formed to deliver this project, consisting of Cllr Gallagher, Cllr Paul, Cllr Veck, Cllr White & Cllr Symonds. Clerk to approach the Parks Officer about him joining this WP.

g. Working Party reports:-

i. PTC Climate Change Working Party:-

1. To receive WP Action Plan and report.

The WP's latest Action Plan was received.

Cllr Seabrook reported that a climate change event will be held on the 9th April 2022 to inform residents about climate change and to give practical tips.

ii. PTC Libraries Working Party.

Cllr Goble reported on a meeting with ESCC, held on the 24th January 2022, at which it was confirmed that the library will be moving to The Joff before June 2022.

Cllr Goble and Cllr White outlined the impracticalities of this action, questionable decision making, lack of consultation, waste of public money and lack of coordination by ESCC.

It was noted that ESCC is to talk to the Co-Op about the latest plans for the Meridian Centre and a further meeting will be held in 4-6 weeks' time.

iii. Youth Working Party.

Cllr Symonds reported on discussions with DWP regarding the establishment of a Youth Hub service in Peacehaven, for 16–25-year-olds, one day per week.

Cllr Symonds noted that East Sussex College is involved as the programme funders and that it was essential to demonstrate a need in all the areas where support is much wanted.

It was resolved that, if required, space for this project would be found in Community House as a form of matched funding.

iv. CCTV Working Party.

Cllr Symonds referred to her circulated report.

Cllr Symonds reported that she will be submitting a CIL Expression of Interest to LDC, for funding the upgrade of existing CCTV equipment.

Cllr Symonds stated that she will also be putting a report to the next meeting of the LA&E Committee, seeking the use of PTC CIL monies for a trial 'Omniflow' light unit for the skate park.

v. History Working Party.

Mrs Donovan referred to the circulated action plan, noting that the WP had not met since the last meeting of Council.

C856 To receive a report and minutes from the Neighbourhood Development Plan Steering Group.

The reports and minutes from Cllr Gallagher were received and noted.

Cllr White referred to the need to set up a joint PTC/TTC body for taking the NDP work forward in the future.

The Clerk stated that this had already been started with a reorganization of the NDP Steering Group and that any further proposals would need to be clearly set out and agreed by both councils.

C857 To receive reports from representatives to outside bodies.

Cllr Griffiths' report on a recent Green Havens meeting was noted.

Cllr Paul passed on the thanks from SCDA for the food bank parcels organized by the Council staff, noting that the community supermarkets are doing well.

Cllr Harris reported on a recent Crimestoppers meeting, noting that Covid restrictions had caused an increase in domestic violence and that it is important for this to be reported.

C858 Motion Proposed by Cllr R White, and Seconded by Cllr C Gallagher, that Peacehaven Town council supports the '20's Plenty for East Sussex' campaign and proposed actions.

The circulated papers were noted and discussed.

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Because of the high costs of the scheme, the fact that it is not monitored properly, the dependance on ESCC Highways for implementation and political activist links, it was resolved that the Clerk will resurrect the Council's Road Safety Working Party, to encompass the various strands such as Speed Watch, ESCC SLR and other various safety reviews within Council.

C859 Motion Proposed by Cllr D Seabrook that Council investigates getting a Public Space Protection Order put in place in Centenary Park under the Anti-social Behaviour, Crime and Policing Act 2014.

Cllr Seabrook stated that the serious anti-social behaviour in the park needs to be addressed, noting that this matter is to be referred to the LA&E Committee.

The good and bad points regarding the uses of PSPO's was briefly discussed.

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:-

C860 To adopt the confidential minutes of the Council meeting held on the 9th November 2021

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

C861 Policy & Finance Committee:-

- a. **To receive the confidential meeting minutes of the 26th October 2021.**
It was resolved to receive these minutes.
- b. **To receive the confidential meeting minutes of the 7th December 2021.**
It was resolved to receive these minutes.
- c. **To note the draft confidential meeting minutes of the 18th January 2022.**
These draft minutes were noted.

C862 Personnel Committee:-

- a. **To receive the confidential meeting minutes of the 4th November 2021.**
It was resolved to receive these minutes.
- b. **To receive the confidential meeting minutes of the 16th December 2021.**
It was resolved to receive these minutes.
- c. **To note the draft confidential meeting minutes of the 20th January 2022.**
These draft minutes were noted.
- d. **To discuss confidential staffing matters and agree actions required.**
Cllr Seabrook, the Clerk and Mrs Donovan reported on current vacancies, staffing structure changes and recruitment plans.
After discussion, actions were agreed, with further reference to the Personnel and Policy & Finance Committees as required.

In view of staff vacancies, Cllr Griffiths referred to the need to identify and prioritise all projects and actions across Council and its Committees. It was agreed that the Clerk will produce a template for completion by Committees, Councillors and Officers, to be used as a standard report for discussion and agreement at Council.

C863 Leisure, Amenities & Environment Committee:-

- a. **To receive the confidential meeting minutes of the 19th October 2021.**
It was resolved to receive these minutes.

C864 Date of next meeting - Tuesday 15th March 2022 at 7.30pm.

There being no further business, the meeting closed at 21:53.

