**DRAFT Minutes of the meeting of the Extraordinary Civic and Community Events Committee held in the Copper Room at Community House on Monday 21st November 2022 at 11:00am**

Present: Cllr Duhigg (Chair), Cllr Seabrook, Cllr Hill, Cllr Simmons, Cllr Griffiths.

Officers Present: George Dyson (Deputy Town Clerk & Civic Officer), Sue Moscatelli (Events, Amenities, and Projects Officer).

No members of the public were present.

1. **CCE238 CHAIRS ANNOUNCEMENT**

The Chair opened the meeting at 11:01, welcomed everyone and informed the meeting of the following:

* Next Bingo at Community House is 23rd November, 2 – 4pm.
* Next Cinema is also on 23rd November, which is Fisherman’s Friends One and All.
* Christmas Market at Community House/ Meridian Centre is 26th November, 11am – 4pm.
* 30th November is the final day for Seahaven Community Food collections.
* 3rd December is International persons with disabilities day.

There is now a glove/hat/scarf donation box in Community House.

Lisa Hayward’s last day of work for PTC is 24th November.

1. **CCE239 PUBLIC QUESTION TIME**

No public questions.

1. **CCE240 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS**

Apologies were received from Cllr Veck, Cllr Symonds, Cllr Harris, and Cllr Sanderson.

Cllr Simmons was initially noted as absent, but arrived at 11:06.

These apologies were **noted**.

Cllr Griffiths is substituting for Cllr Symonds.

1. **CCE241 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS**

There were no declarations of interest.

1. **CCE242 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE CIVIC AND COMMUNITY EVENTS COMMITTEE MEETING HELD ON 25TH OCTOBER 2022**

**Proposed By:** Cllr Seabrook  **Seconded By:** Cllr Hill

The minutes of the meeting held on 25th October 2022 were **agreed and adopted.**

1. **CCE243 TO NOTE AND APPROVE THE WARM HAVENS REPORT PROPOSAL**

The Events, Amenities, and Projects Officer introduced the report about the Warm Havens Scheme, Peacehaven Town Council have been awarded £1500 to run the scheme and plan to open from 09:00 – 12:30, Mondays and Wednesdays from 30th November 2022 until 1st March 2023.

There was a lengthy discussion about the Warm Havens scheme, and the Events, Amenities, and Projects Officer answered a number of questions about how it would work.

It was proposed that the Committee accept the recommendation in the report as a minimum offering and review at the next Civic and Community Events Committee meeting after receiving feedback from the Community.

Proposed by: Cllr Seabrook Seconded by: Cllr Hill

The Committee **resolved** unanimously to **agree** to this proposal.

Cllr Seabrook extended his thanks to the Events, Amenities, and Projects Officer, and the Deputy Town Clerk and Civic Officer for their work on the Warm Havens project so far. The Chair also reinforced the thanks to the Officers involved.

The next meeting of this Committee was **confirmed** for 13th December 2022.

*There being no further business, the meeting closed at 11:51.*