



PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the meeting of the Civic & Community Events Committee held in the Anzac Room, Community House on Tuesday 25th October 2022 at 7.30pm

Present: Cllr Lynda Duhigg (Chair), Cllr Wendy Veck (Vice Chair), Cllr David Seabrook (Vice Chair of Council), Cllr Gloria Hill, Cllr Job Harris, Cllr Sue Griffiths.

Officers: George Dyson (Deputy Town Clerk & Civic Officer), Sue Moscatelli (Events, Amenities and projects Officer), Karen Bray (Bookings and Information Officer).

No members of the public were in attendance.

1. CCE225 CHAIRMAN'S ANNOUNCEMENTS

The Chair opened the meeting at 19:30, welcomed everyone, and informed the Committee of the following upcoming events:

Barn Dance – 29th October 2022
Armistice Day – 11th November 2022
Remembrance Day – 13th November 2022

2. CCE226 PUBLIC QUESTIONS

No public questions

3. CCE227 TO CONSIDER APOLOGIES FOR ANY ABSENCES AND SUBSTITUTIONS

Apologies were received and accepted from Cllr Lucy Symonds and Cllr Emilia Simmons.

Cllr Sanderson was absent.

Cllr Sue Griffiths is substituting for Cllr Lucy Symonds.

4. CCE228 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. CCE229 TO ADOPT THE MINUTES OF 6TH SEPTEMBER 2022

Proposed by: Cllr Hill. Seconded by: Cllr Harris.

The minutes of the above meeting were **resolved and adopted**.

6. CCE230 TO NOTE THE BUDGETARY UPDATE & DISCUSS DRAFT 2023/24 BUDGET

The budgetary update was **noted**.

The Deputy Clerk and Civic Officer informed the Committee that he and the Events, Amenities, and Projects Officer have been looking at the draft 2023/24 budget with the Finance Officer, and had met with the Chair and Vice Chair of the Committee to go through a proposed draft budget for 2023/24.

The Deputy Clerk and Civic Officer gave a brief overview of proposed changes to the Civic Budget.

The Events, Amenities, and Projects Officer gave a brief overview of proposed changes to the Marketing Budget.

The Committee **noted** the draft 2023/24 budget.

7. CCE231 VERBAL UPDATE ON THE ELECTION OF THE YOUTH MAYOR

The Deputy Clerk and Civic Officer informed the Committee that a Youth Mayor has been elected following an election run by PCS, and at their expense, and that Ines Bacha has been named Youth Mayor.

The Youth Mayor will be invited to attend the next Full Council meeting.

8. CCE232 TO NOTE AND AGREE FORMAT FOR FUTURE WRESTLING EVENTS

The Deputy Clerk and Civic Officer informed the Committee that all the information from the recent Wrestling event is in the report included in the papers for this meeting, and that a brief overview is that whilst the Wrestling event did make a small profit, this has not taken into account the cost of room hire, full marketing cost, and Officer time in organising and marketing the event.

There was a brief discussion about the set up of the Wrestling.

It was proposed that the Committee accept the recommendation in the report to hire the space to the Wrestling promotor in the future to market and run the event themselves, with the provision that the Council offer to continue to sell tickets for the event from the Information Desk to ensure that residents who cannot buy tickets online can still attend.

Proposed by: Cllr Veck. Seconded by: Cllr Seabrook.

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

9. CCE233 TO DISCUSS MONTHLY BINGO AT COMMUNITY HOUSE

The Deputy Clerk and Civic Officer informed the Committee that the monthly Bingo is currently running at a significant loss if the cost of Officer time is taken into account due to a lack of volunteers to help run the event.

The Committee discussed the report and considered whether it would be possible to outsource the Bingo to another local organisation, or work with other local organisations to run the event.

It was proposed that we have another attempt at marketing the Bingo better to try to encourage more volunteers along and receive another report at the next Committee meeting.

Proposed by: Cllr Griffiths. Seconded by: Cllr Seabrook.

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

10. CCE234 TO RECEIVE A VERBAL UPDATE ON THE ORGANISATION OF ARMISTICE AND REMEMBRANCE DAY

The Deputy Clerk and Civic Officer informed the Committee that Armistice Day is on 11th November 2022 and that local School Children would be attending the memorial to read some poems and be involved with a service led by The Rev. Tim Mills and the Royal British Legion.

Remembrance Day is Sunday 13th November, and a parade will muster at the Joff Car Park for 10:15 and follow the same route as last year, ending at the Memorial for a traditional Remembrance Service starting from 10:45. Local organisations have received invites to both the parade and service for which there has been a positive response so far.

An email went out to all Councillors and Officers last week with full details and copies of the draft programme for Remembrance day.

The Committee **noted** this verbal report.

11. CCE235 TO DISCUSS AND AGREE BI-ANNUAL SUMMER FAYRE

The Events, Amenities, and Projects Officer informed the Committee that Telscombe Town Council have been in touch to ask whether we would consider alternating the years that we run a Summer Fayre as both Town Councils are going after the same sponsorship, supporters, and people to attend.

After a brief discussion, it was proposed that the Committee accept the recommendation to run the Summer Fayre bi-annually with Telscombe Town Council, starting with Peacehaven Town Council in 2023.

Proposed by: Cllr Veck Seconded by: Cllr Hill

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

12. CCE236 VERBAL UPDATE ON HALLOWEEN EVENT ON 29TH OCTOBER 2022

The Events, Amenities, and Projects Officer informed the Committee that due to forecast weather conditions on 29th October, and the weather conditions in the run up to the event with the Oval already very slippery underfoot, a decision has been made to cancel the planned event.

It was also highlighted that there was a lot of competition that weekend with other events going on, and that in the future any events planned for this time of year would be planned inside.

The Committee **noted** this verbal report.

13. CCE237 TO NOTE THE UPDATED EVENTS CALENDAR

The Committee asked about whether the Warm Havens should be on the events Calendar.

The Events, Amenities, and Projects officer informed the Committee that work is taking place regarding the Warm Havens and that there will be nothing further about this until we know whether we have been successful in a bid for grant funding to implement a Warm Havens Scheme.

The Committee also highlighted that November dates for Bingo and Cinema are missing from the calendar.

The Committee **noted** the events calendar.

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

There being no further business the meeting ended at 20:23.

Agenda Item: CCE243

Committee: Extraordinary CCE

Date: 21st November 2022

Title: To note and approve Warm Havens

Report Authors: Events, Amenities and Projects Officer

Purpose of Report: To approve the PTC Warm Havens project

Summary of recommended actions:

Lewes District and Eastbourne Borough Councils have declared a cost of living emergency. The crisis being experienced across the UK has resulted from unprecedented pressures on people already in poverty and this winter, despite the support given by Government, thousands of people in the district and borough may be forced to make tough decisions about when and what they eat, what they can do in life, and when they can afford to heat their home. Lewes District Council has suggested that organisations or groups that have facilities including toilets, heating, wi-fi, tables and chairs and tea making should consider opening their doors as a Warm Space. PTC has applied for a grant to LDC to support our Community and has been awarded the sum of £1,500 to provide a Warm Havens in Peacehaven.

Background

The current cost of living crisis is having a deep impact on Peacehaven residents and it is likely to have implications for years to come. The acute challenge of the moment is driven by generationally high inflation of essentials such as domestic energy and food; this exacerbates a chronic challenge driven by the squeeze on living standards for those towards the bottom and middle of the income distribution for many years.

Given the cumulative impact on Peacehaven's residents, there is a need to come together as a community and a place to ensure that we're using our collective levers as effectively as possible. This is in order to support the flow of income into our residents households and to mitigate the impacts of poverty and low income on people of all ages.

Recommendations

The recommendation is to open a Peacehaven Warm Havens which is a safe, non-judgemental warm space where residents can go, free of charge, for whatever reason they like. The proposal is to open the Foyer of Community House 2 days a week from 30th November 2022 (Monday and Wednesday). The opening hours will be 09.00am to 12.30pm on both days. The Warm Haven will be open from 30th November 2022 until Wednesday 1st March (Community House will close for 2 weeks from Monday 26th Dec to Monday 9th January 2023) The aim is to provide:

- A hot drink
- Sit & be warmed
- Be with Company
- Have access to toilets
- Use Wi-Fi

PTC will supply an Urn of hot water, self-service tea/coffee & biscuits for anyone that needs support during this winter. PTC will also aim to provide assistance from SCDA (Foodbank), The House Project and organise board games / books if available.

Safeguarding training and a risk assessment will be provided to all staff before the event, as well as a code of conduct for residents to adhere to whilst using the facility

The project will be marketed on the PTC website / social media / posters / through other organisations / the LDC Warm Havens register as well as providing information on what support is available through the Havens

Implications

- Cost of PTC running costs increase during the winter against previous years
- Peacehaven Warm Havens will be closed for a 2 week period over Christmas
- Safeguarding training and DBS checks will need to be approved before opening
- Officers time in replenishing, cleaning and supporting the project during the 2 days
- Noise disturbance for all current hirers of Community House
- Funding not covering the full cost of being open for the period proposed
- The project will be open to all those in need including vulnerable, young, old, mums with toddlers/children, people with mental health issues or need assistance with debt, housing etc. Training on how to handle situations will be required and a Senior Officer present at all times
- Users wanting to stay longer than the opening hours

<u>Financial</u>	£1,500 provided by LDC Warm Havens grant to be used for refreshments and running costs of the project
<u>Legal</u>	
<u>Environmental and sustainability</u>	Environmental disposable cups will be sourced
<u>Crime and disorder</u>	All staff to have safeguarding training so they are capable of dealing with any disorder or vulnerable persons situations whilst the Warm Havens is open
<u>Climate</u>	

Appendices/Background papers

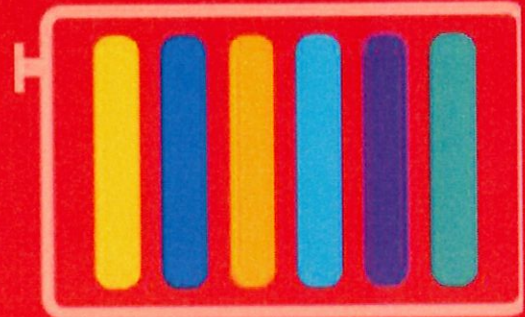
Draft poster



Cost of Living Crisis Response

**Need somewhere warm
to go?**

**We provide a Warm Havens
at Community House**



Given the cumulative impact of the current cost of living crisis on our residents, there is a need to come together as a community and provide a warm & safe to sit, study, work or be in Company.

Community House in the Meridian Centre will provide a Warm Havens every Monday and Wednesday from 30th November until 1st March from 09.00am to 12.30pm (please note it will be closed from 26/12/22 until 09/01/23 for annual maintenance)

PTC Warm Havens is safe, non-judgemental warm space where residents can go, free of charge, for whatever reason they like

- ***Hot Drink, Squash or Cup of Soup***
- ***Free WiFi***
- ***Child Friendly,***
- ***Disabled Access***
- ***Be with Company***
- ***Access to toilets***
- ***Sit and be warmed***

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