

PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the Community House Sub-Committee held in the Anzac Room, Community House on Thursday 7th September 2023 at 7.30pm.

Present: Cllr Griffiths (Sub-Committee Chair), Cllr Seabrook (Chair of Council), Cllr Davies, Cllr Donovan and Cllr Veck.

Officers: Victoria Rutt (Locum Clerk and RFO) and Zoe Malone (Finance Officer).

CH001 CHAIRS ANNOUNCEMENTS

Cllr Griffiths welcome members to the first sub-committee of Community House and welcomed Victoria Rutt as the Locum Clerk and RFO.

CH002 PUBLIC QUESTIONS

There were no members of the public present.

CH003 TO CONSIDER APOLOGIES FOR ABSENCES AND SUBSTITUTIONS

No apologies had been received.

CH004 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS

There were no declarations of interest.

CH005 TO ELECT A VICE-CHAIR FOR THE SUB-COMMITTEE

Cllr Seabrook proposed Cllr Davies as the Vice-Chair. This was seconded by Cllr Donovan. All Councillors voted and agreed.

CH006 TO NOTE THE SUB-COMMITTEE TERMS OF REFERENCE

Cllr Donovan asked if a terms of reference is needed, Cllr Griffiths confirmed that they are needed as this is a sub-committee to the Policy and Finance Committee. All Councillors noted the Terms of Reference.

CH007 TO NOTE THE SUB-COMMITTEE BUDGETARY UPDATE

The Finance Officer previously circulated a report. Cllr Griffiths asked if there was any money in reserves for Community House. The Finance Officer confirmed there was not. The budget update was noted.

CH008 TO DISCUSS HEATING PROBLEMS AT COMMUNITY HOUSE

The Finance Officer reported that the current heating system in Community House is failing and parts can't be sourced to repair. 3 quotes will be received within the next week to consider. Cllr Seabrook attended one of the contractors visits and is concerned about the heating system for the hall.

Cllr Seabrook also raised concerns about possible aerated concrete in the roof that needs investigating. It was suggested that grants could be applied for and it may be worth looking into a Public Works Loan Board which can be paid off over the next 20 years.

It was agreed that the financial implications will be looked into greater detail when the quotes are received, the Finance Officer confirmed that there are no funds available in the reserves for this project. Cllr Seabrook proposed to consider both heating systems and to await quotes. This was seconded by Cllr Davies. All Councillors agreed.

CH009 TO NOTE THE COMMUNITY HOUSE BUILDING SURVEY AND DISCUSS ADDITIONAL CLIMATE CHANGE SURVEYS

The Finance Officer updated that the survey is starting on Monday 11th September. A discussion was held around the risk of asbestos but Cllr Davies confirmed it will be a legal requirement for Morrisons to ensure that the area is safe when demolition works commence.

Cllr Seabrook proposed that a climate change survey is commissioned and stated there is money in earmarked reserves for this purpose. Cllrs Davies stated that whilst the survey is important and does need to be done, it was felt that the matter should be deferred until all quotes are received and more clarity is known about what works are required.

Cllr Veck proposed to wait until the next meeting when the Morrison survey should have been undertaken. This was seconded by Cllr Davies. All agreed.

CH010 TO DISCUSS GETTING EXPERT INPUT FOR THE NEXT MEETING REGARDING GREEN WALLS AND ROOF

Cllr Davies proposed that Mr Duncan Baker-Brown or Building Green is invited to the next meeting to give input on green walls. This was seconded by Cllr Seabrook. All agreed.

CH011 TO CREATE A SUB-COMMITTEE ACTION PLAN

The following actions were agreed to go on the plan:

1. Morrisons surveys completed.
2. Quotes received for the heating works.
3. Climate change survey commissioned, in due course.
4. Mr Duncan Baker-Brown or Building Green to attend the next meeting.

CH012 TO AGREE THE DATE OF THE NEXT MEETING

The next meeting was agreed for Monday 16th October at 19:30.

CH013 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

The meeting recording was turned off.

CONFIDENTIAL ITEMS

CH014 TO RECEIVE AN UPDATE ON THE HEADS OF TERMS WITH MORRISONS

A meeting was held this week regarding the Head of Terms. The Finance Officer reported that there could be a large area to use for the foyer but this is being taken away by legal to ensure PTC hold the rights. Parking was discussed and it will be fed back that it would not work for users of the centre if parking is limited to 2 hours. A discussion was held around the Post Office situation and the lack of contingency when it closes. Cllr Seabrook is going to try to connect the Annex Stores in Peacehaven with the Post Master in the Co-op to further discuss.

CH015 TO RECEIVE A CONFIDENTIAL UPDATE ON THE MORRISONS DEVELOPMENT

There is no update as yet. Contingency plans will be discussed at the next meeting when more information is known.

The meeting ended at 20:35.