

PEACEHAVEN TOWN COUNCIL

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DRAFT Minutes of the Extraordinary Full Council meeting held in Community House on Monday 2nd October 2023 at 7.30pm.

Present: Cllr David Seabrook (Chair), Cllr Isobel Sharkey (Vice Chair), Cllr Mary Campbell, Cllr Kiera Gordon-Garrett, Cllr Sherral Wood, Cllr Ian Alexander, Cllr Paul Davies, Cllr Sue Griffiths, Cllr Debbie Donovan, Cllr Nikki Fabry, Cllr Wendy Veck, Cllr Cathy Norcott-Jones, Cllr Claude Cheta and Cllr Amy Harman.

Officers: Victoria Rutt (Locum Clerk and RFO).

One member of the public was in attendance.

C1102 MAYOR'S/CHAIRMAN'S ANNOUNCEMENTS

The Chair opened the meeting at 19:30, went through the building fire procedures and asked that phones are switched off or placed on silent.

C1103 PUBLIC QUESTIONS

No questions.

C1104 TO APPROVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Cathy Gallagher.

C1105 TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

C1106 TO ADOPT THE MINUTES OF THE COUNCIL MEETING HELD ON THE 19TH SEPTEMBER 2023

The minutes required two additions which the Locum Clerk added at the meeting.

Proposed by: Cllr Davies Seconded by: Cllr Griffiths

The Council **resolved** to **adopt** the minutes of the 19th September 2023, subject to the two additions.

C1107 DATE OF NEXT MEETING

The next meeting was confirmed as Tuesday 7th November 2023 at 19:30.

C1108 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

Cllr Griffiths proposed that we move into confidential, this was seconded by Cllr Seabrook, all agreed.

The member of the public left the meeting.

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:-

C1109 TO AGREE RECOMMENDATIONS FROM THE INTERVIEW PANEL FOR THE ROLES OF TOWN CLERK AND RESPONSIBLE FINANCIAL OFFICER

Feedback was received from the interview panel on the two candidates and recommendations to appoint were given. A lengthy discussion was held around whether there is a need for probation period as they are both internal candidates and have been with the Council for some time. It was agreed that the probation period is for both sides and should remain but it should be made clear that if either candidate, or the Council, decide at the end of the 3 month probation period that they do not wish to continue, they revert back to their exiting positions within the Council. This was proposed by Cllr Veck and seconded by Cllr Griffiths. All Councillors agreed.

Cllr Donovan proposed the recommendation to appoint the two candidates as Town Clerk and RFO. Cllr Sharkey seconded this. All Councillors agreed.

Cllr Campbell asked that it is noted in the minutes congratulations to both candidates on their new roles and that they are appreciated for all they have done and continue to do. This was agreed by all Councillors and they were applauded.

Locum Clerk confirmed that contracts will be sent out and once signed, their new roles will commence from Monday 9th October.

C1110 TO RECEIVE A REPORT AND AGREE RECOMMENDATIONS FOR THE HUB FEASIBILITY STUDY

Cllr Donovan explained the lengthy process up to this point and stated that 4 recommendations for the Hub had been sent to receive the tenders to undertake the Feasibility Study. The recommendations were:

1. To raise the building to the ground and not rebuild.
2. Refurbish the current building, making it accessible and carbon friendly.
3. To create a new building within the current footprint and extend upwards.
4. To raise the building to the ground and create a new building which would be larger.

A lengthy discussion was held regarding the commissioning of a Feasibility Study for £25k for the Hub. Some Councillors were concerned spending that amount of public money which would only give answers and not results. It was discussed that recommendation 1 should be removed as that should not be an option as it goes against the Neighbourhood Plan. It was raised that the Council have never sat down and looked at what the Council want to get from the Hub moving forward.

The Locum Clerk confirmed that the funds have not been ringfenced and it is being proposed that £25k of CIL money is spent on the study, if Lewes District Council allows.

It was agreed that a decision needs to be made today as to take no action would be irresponsible as the building is not fit for purpose.

Cllr Griffiths proposed that the feasibility study is not undertaken and the Council move forward with replacing the roof and heating system as soon as possible. A budget should then be allocated to the Leisure, Amenities and Environment Committee for ongoing maintenance for the Hub. This proposal was seconded by Cllr Campbell. This was a recorded vote. In favour were Cllrs Veck, Alexander, Campbell, Wood, Gordon-Garrett, Seabrook, Cheta, Griffiths, Ashby-Parkin and Harman.

Cllrs Donovan, Davies, Norcott-Jones, Sharkey and Fabry abstained. Motion Carried.

Cllr Veck asked for her thanks to be recorded to Cllr Donovan and Cllr Norcott-Jones for all their hard work. All Councillors agreed.

Cllr Sharkey proposed that this matter is now referred to the Leisure, Amenities and Environment Committee. This was seconded by Cllr Cheta. All agreed.

C1111 TO AGREE THE RECOMMENDED PROPOSAL FOR SETTLEMENT OF OUTSTANDING SERVICE CHARGES FROM 2020.

The report was **noted**. Cllr Griffiths proposed that the invoice is paid as per the Finance Officers recommendation. This was seconded by Cllr Campbell. All Councillors agreed.

There being no further business the meeting ended at 20:27.