

PEACEHAVEN TOWN COUNCIL

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TOWN COUNCIL OFFICE
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Draft Minutes of the meeting of the Peacehaven Town Council Grants Sub-Committee held at Community House, Peacehaven on Thursday 16th November 2023 at 7.30pm

Present:- Cllr S Griffiths, Cllr N Fabry, Cllr Donovan, Cllr Harman

Officers:- Zoe Malone (Responsible Financial Officer) Victoria Onis (Committees & Assistant Projects Officer)

1 GSC084 TO ELECT A CHAIR & VICE-CHAIR FOR THE SUB-COMMITTEE

Cllr Griffiths proposed Cllr Fabry as Chair and Cllr Harman as Vice Chair, Seconded by Cllr Donovan.

It was unanimously resolved to elect Cllr Fabry as Chair and Cllr Harman as Vice Chair of the Grants Sub-Committee.

2 GSC085 PUBLIC QUESTIONS

There were no members of public in attendance

3 GSC086 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies were received from Cllr Seabrook and Cllr Sharkey

4 GSC087 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interest

5 GSC088 TO APPROVE & SIGN THE MINUTES OF THURSDAY 20TH APRIL 2023

Proposed by Cllr Griffiths Seconded by Cllr Harman

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

6 GSC089 TO DISCUSS AND AGREE RECOMMENDATIONS FOR GRANT APPLICATIONS FOR ROUND 2 2023/2024

The Grant application papers were noted and discussed

Peacehaven Horticultural Society

It was resolved to recommend a Grant of £240 towards 5 months room hire at Community House for monthly meetings

Seahaven Responders / Ambulance Responder Team

It was resolved to recommend a Grant for £750 towards the annual insurance for the ambulance, which is used to respond to 999 calls in Peacehaven

Air Ambulance

It was resolved to recommend a Grant of £500 towards the operating costs of helicopters, rapid-response vehicles, fuel, highly-trained crews

Kempton House Day Centre

It was resolved to recommend a Grant of £600 to support the cost of x 2 mini buses to the Garden Centre.

Rotary Club Of Newhaven

It was resolved to recommend a Grant of £250 to help support a Christmas party for 100 elderly/vulnerable people

Peacehaven Community School

It was resolved to recommend a Grant of £750 to support with the cost of coloured recycling bins for each of the houses at PCS.

Family Support Work

It was resolved to recommend a Grant of £700 towards the costs of outings and activities for 120 children and their parents living in Peacehaven

Act On It

It was resolved to recommend a Grant of £400 to support 3 drama based workshops with an additional 30 young people providing the applicant can clarify some further information required.

Peacehaven Residents Association

It was resolved to recommend a Grant of £115.20 towards room hire for 4 x 2 hour meetings until 31st March 2024

Havens Community Hub

It was resolved to recommend a Grant of £700 to be used to deliver the Havens Food Cooperative Project.

7 GSC090 DATE OF NEXT MEETING – THURSDAY 25TH APRIL 2024

The next meeting was confirmed for Thursday 25th April 2024.

George Dyson
Town Clerk

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Community House,
Meridian Way,
Peacehaven,
East Sussex,
BN10 8BB.

LEWES DISTRICT CITIZENS ADVICE

PEACEHAVEN SERVICES

Service Level Agreement from April 2024

Aim

To provide the advice people of Peacehaven need for the problems they face and to improve the policies and practices that affect people's lives. The service is provided in line with Citizen Advice values being free, confidential, independent and impartial and values diversity and promotes equality and challenges discrimination. The service is available to everyone for informing them of their rights and responsibilities.

Lewes Citizens Advice Service will be paid by PTC at a cost of £11,500 per annum, payable annually in advance on or after 1st April. The service provided under this Service Level Agreement is non – VAT chargeable.

1. Service provision

General, level two advice from Peacehaven Town Council (one day a week) Normally a Tuesday or a Thursday.

2. Venues and other means of accessing the service

The service in '1' is provided from funding provided from Peacehaven Town Council.

3. Performance Indicators/reporting

For '1' these are in agreement with Peacehaven Town Council and are as follows

Two appointments delivered on one day per week plus follow up, with an appropriately qualified generalist adviser for clients resident in Peacehaven.

Quarterly feedback on number of sessions and advice areas. One case study per quarter.

Any changes to opening times will be discussed with the Town Clerk including adviser sickness and holiday.

Once a year, a member of Lewes CAB will attend a meeting of Peacehaven Town Council to give a verbal report and answer any questions from members. A Councillor will be invited to all Lewes District Cabinet Board meetings which are currently held quarterly.

Peacehaven Town Council will review the amount of grant to be paid to Lewes Citizens Advice based on the results of the key performance indicators. Subject to the continuation of the Peacehaven services (A and C) of Citizens Advice under the current arrangements, 1 years notice on 31st March is required for Peacehaven Town Council to withdraw from this grant scheme. The service level agreement will be reviewed and updated every 3 years, or earlier by mutual agreement.

Signed on behalf of Peacehaven Town Council

Name: George Dyson

Signature: 

Position: Town Clerk

Signed on behalf of Lewes Citizens Advice

Name:

Signature:

Position: