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## **DRAFT Minutes of the meeting of the Full Council meeting held in the Anzac Room, Community House on Tuesday 8<sup>th</sup> October 2024 at 7.30pm**

**Present:** Cllr Debbie Donovan (Chair), Cllr Wendy Veck (Vice Chair), Cllr David Seabrook, Cllr Isobel Sharkey, Cllr Mary Campbell, Cllr Kiera Gordon-Garrett, Cllr Cathy Gallagher, Cllr Sherral Wood, Cllr Ian Alexander, Cllr Sue Griffiths, Cllr Nikki Fabry, Cllr Aimee Harman, Cllr Nick Evans, Cllr Simon Studd, Cllr Claude Cheta, Amber Cullip-Cross (Youth Mayor), Noah Tilley (Deputy Youth Mayor).

**Officers:** Kevin Bray (Parks Officer), Zoe Polydorou (Meetings & Projects Officer).

2 members of the public were in attendance.

### **C1272 MAYOR/CHAIR'S ANNOUNCEMENTS.**

The Chair opened the meeting at 19:30, thanked all members and the public for attending the meeting, went through the building fire procedures, asked that phones be put onto silent, explained the meeting was being recorded, expressed that public questions were limited to 3 minutes per person, and that standing orders were to be suspended only when absolutely necessary.

The Chair then shared the following highlights and events:

- The Mayor of Peacehaven participated in the Park Run for the first time on Saturday 5<sup>th</sup> October
- The Welcome Café at Community House each Monday 10am – 1pm, managed by Cllr Veck
- The Mayors Bingo: Wednesday 23<sup>rd</sup> October 2-4pm
- Cinema: Wednesday 23<sup>rd</sup> October - The Critic 7:30pm
- Children's Halloween event at The Gateway Café 4 – 6pm.

### **C1273 PUBLIC SESSION. Members of the public may ask questions on any relevant Council matter.**

There were 2 public questioners.

The first questioner updated Council on 3 items:-

- That the infiltration pond would hopefully finish soon, and expressed the fence needed to be monitored.
- That ESCC used to regularly attend PTC Full Council meetings and provide a report, and expressed it would be nice if that returned, whereby the Chair confirmed ESCC had been asked, but it had not been possible to arrange due to meeting clashes.
- Thanked Cllr Seabrook on behalf of Peacehaven residents for his loyal service to the town as Councillor, Mayor and friend and wished him the best for the future. The Chair expressed not aware of Cllr Seabrook's resignation.

The second public speaker queried if there were any covenants on the site with regards to the Morrisons development, and whether there was a plan B. The Chair said PTC would come back to him.

### **C1274 TO APPROVE APOLOGIES FOR ABSENCE.**

There were 2 apologies for absence from Cllr Ashby-Parkin and Cllr Davies.

## **C1275 TO RECEIVE DECLARATIONS OF INTERESTS.**

CLlr Wood declared an interest in the allotments.

## **C1276 TO ADOPT THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 15<sup>TH</sup> AUGUST 2024**

CLlr Gallagher raised an amendment to item C1268, which was questioned by Committee.

It was proposed to review the meeting's recording and to amend the minutes as per the recording.

Proposed by: CLlr Donovan      Seconded by: CLlr Sharky

The Council **resolved** to agree the proposal.

## **C1277 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-**

### **a. Planning & Highways Committee:-**

#### **i. To receive the meeting minutes of the 2nd July 2024**

Proposed by: CLlr Gordon-Garrett      Seconded by: CLlr Campbell

The minutes were **agreed** and **adopted**.

#### **ii. To receive the meeting minutes of the 30th July 2024**

Proposed by: CLlr Gordon-Garrett      Seconded by: CLlr Campbell

The minutes were **agreed** and **adopted**.

#### **iii. To receive the meeting minutes of the 27th August 2024**

Proposed by: CLlr Gordon-Garrett      Seconded by: CLlr Campbell

The minutes were **agreed** and **adopted**.

#### **iv. To note the draft meeting minutes of the 24th September 2024**

The minutes were **noted**.

#### **v. To appoint additional members to the Public Safety Working Group**

CLlr Wood and CLlr Gordon-Garrett were appointed.

### **b. Policy & Finance Committee:-**

#### **i. To receive the financial report, authorise payments and signing of Bank Reconciliation statements**

Proposed by: CLlr Alexander      Seconded by: CLlr Gordon-Garrett

The Council **resolved** to **authorise** payments and the signing of Bank Reconciliation statements.

#### **ii. To receive the external auditors report and note conclusion of audit**

Proposed by: CLlr Alexander      Seconded by: CLlr Griffiths

The Council **resolved** to **agree** the external auditors report and **noted** the conclusion of audit.

#### **iii. To receive the meeting minutes of the 9th July 2024**

Proposed by: CLlr Alexander      Seconded by: CLlr Sharkey

The minutes were **agreed** and **adopted**.

#### **iv. To note the draft meeting minutes of the 17th September 2024**

The minutes were **noted**.

#### **v. To agree to the Service Level Agreement with Havens Cars**

The Chair advised Council that CLlr Alexander was a member of Havens group and the CTLA.

CLlr Alexander expressed that money had been budgeted for this year, and explained the difference between the service provided by Havens and the CTLA.

It was proposed to agree to the Service Level Agreement with Havens Cars

Proposed by: CLlr Gallagher      Seconded by: CLlr Cheta

The Council **resolved** to **agree** to the proposal.

**vi. To adopt revised Financial Regulations**

Proposed by: Cllr Alexander      Seconded by: Cllr Griffiths  
The Council **resolved** to **adopt** the revised Financial Regulations.

**vii. To adopt revised Standing Orders**

Proposed by: Cllr Alexander      Seconded by: Cllr Griffiths  
The Council **resolved** to **adopt** the revised Standing Orders.

**viii. To ratify the decision to increase the members allowance**

Members discussed whether an increase would attract younger interest, better support those in self-employment, be more representative of the community and would recognise Councillors' work. Cllr Alexander expressed that losing elected Councillors risked losing the General Power of Competence, and members mentioned reference to the current high cost of living.

It was proposed to increase the allowance to £500

Proposed by: Cllr Cheta              Seconded by: Cllr Gallagher

9 members voted in favour

3 members voted against

3 members abstained

The proposal was **carried**.

**c. Personnel Committee:-**

**i. To note the draft meeting minutes of 16th July 2024**

The minutes were **noted**.

**d. Leisure, Amenities & Environment Committee:-**

**i. To receive the meeting minutes of the 18th June 2024**

Proposed by: Cllr Sharkey          Seconded by: Cllr Fabry

The minutes were **agreed** and **adopted**.

**ii. To note the draft meeting minutes of the 3rd September 2024**

The minutes were **noted**.

**iii. To agree role of allotment liaison Councillors**

The Parks Officer introduced the report.

Cllr Gallagher provided background information to the need for liaison councillors.

It was proposed a set up a TFG to form the allotment liaison Councillors' terms of reference and allotment T&Cs, and to bring the item back to the LA&E Committee

Proposed by: Cllr Gallagher      Seconded by: Cllr Sharkey

Cllr Wood abstained as an allotment holder.

The Council **resolved** to **agree** to the proposal.

The TFG was agreed as: Cllr Gallagher, Cllr Sharkey, Cllr Harman, Parks Officer or Town Clerk, and interested allotment holders.

**e. Civic & Community Events Committee:-**

**i. To receive the meeting minutes of the 16th April 2024**

Proposed by: Cllr Veck      Seconded by: Cllr Evans

The minutes were **agreed** and **adopted**.

**ii. To receive the meeting minutes of the 25th June 2024**

Proposed by: Cllr Veck      Seconded by: Cllr Studd

The minutes were **agreed** and **adopted**.

**iii. To note the draft meeting minutes of the 10th September 2024**

The minutes were **noted**.

**iv. To agree whether to proceed with the line and barn dance event.**

It was proposed to agree to the line and barn dance event.

Proposed by: Cllr Veck    Seconded by: Cllr Donovan

The Council **resolved** to **agree** to the proposal.

#### **C1278 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER, CHAIR OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

Cllr Gallagher summarised the report and explained the plan is awaiting the scoping document for the habitat regulation.

There was confusion over the exact motion for the agenda item, whether it was to note or a recommendation. Cllr Gordon-Garrett raised concern that maps were sent to the examiner members have not been privy to them as they were not attached as appendices, nor were they sent out separately, and Committee expressed reluctance to note them unseen, and discussed that they had inaccuracies.

Cllr Campbell raised the resolution from agenda item PH2055 at P&H Committee.

It was proposed to defer the item to P&H including the maps, and for the maps to be shared with members in advance of the meeting.

Proposed by: Cllr Donovan.    Seconded by: Cllr Campbell.

All in **favour**.

#### **C1279 TO AGREE TO THE 2024-25 STREET LIGHTING MAINTENANCE AGREEMENT**

Proposed by: Cllr Gordon-Garrett        Seconded by: Cllr Wood

The Council **resolved** to **agree** to the proposal.

#### **C1280 TO REVIEW OUTSIDE BODY REPRESENTATIVES**

Peacehaven Players to include Cllr Sharkey (if needed) and Cllr Evans.

Cllr Gordon-Garrett requested to be removed from the Residents Association.

Peacehaven Horticultural Society to include Cllr Donovan.

SLR to include Cllr Campbell.

#### **C1281 TO DECIDE WHETHER TO SET UP A JOINT WORKING GROUP WITH TELSCOMBE TOWN COUNCIL REGARDING A POSSIBLE MERGER OF TOWN COUNCILS**

There were various discussion points, including this TFG was not a priority at this time, that it would take up Officers' time, there was a duty to residents to research cost savings through this TFG, and collaborative working with Telscombe Town Council could be beneficial.

It was proposed to object to setting up a joint working party to look at a potential town merger, but to ask the Town Clerk to bring a report on possible joint working with Telscombe Town Council.

Proposed by: Cllr Griffiths    Seconded by: Cllr Campbell

7 members voted in favour

5 members voted against

3 members abstained

The proposal was **carried**.

#### **C1282 TO DECIDE WHETHER TO AGREE TO A PUBLIC CONSULTATION ON LISTING THE MERIDIAN MONUMENT AS A LISTED/SCHEDULED MONUMENT**

It was proposed to look at the financial benefits of listing the monument and for the item to be deferred to the next meeting.

Proposed by: Cllr Campbell        Seconded by: Cllr Veck

The Council **resolved** to **agree** to the proposal.

#### **C1283 TO AGREE TO CHANGE THE TITLE OF THE BUSINESS PLAN ITEM 'ISOLATION' TO 'INCLUSION'**

Proposed by: Cllr Veck    Seconded by: Cllr Campbell

The Council **resolved** to **agree** to the proposal.

The Chair and Committee praised the Officer's reports and work to date, and suggested that items C1284 to C1287 be taken together.

#### **C1284 TO AGREE RECOMMENDATIONS ON THE COUNCIL'S ENEWS PUBLICATION**

#### **C1285 TO AGREE RECOMMENDATIONS REGARDING PTC NOTICEBOARDS**

#### **C1286 TO AGREE RECOMMENDATIONS REGARDING THE PTC WEBSITE**

#### **C1287 TO AGREE RECOMMENDATIONS REGARDING SPONSORSHIP/ ADVERTISING ON PLANTERS**

It was proposed to agree to the recommendations in the reports, and to agree the following financial items, within budgetary constraints:-

Enews – Professionally printed copies, where the approximate cost was explained as 100 copies at under £100 per edition

PTC Noticeboards – specialised laminator and pouches

PTC Noticeboards – new Perspex in all noticeboards

Website – Photo competition, and purchase further photos if necessary

Advertising Assets – Advertising Pack mail-out – to distribute at a Chamber of Commerce meeting and liaise with Cllr Studd.

Proposed by: Cllr Studd Seconded by: Cllr Gallagher

The Council **resolved** to **agree** to the proposal.

#### **C1288 TO RECEIVE REPORTS FROM OUTSIDE BODY REPRESENTATIVES**

Cllr Campbell reported attendance with Cllr Sharkey at the Citizens Advice Bureau report sessions, that Peacehaven has about 20% of the LDC clientele, that the PTC donation to the CAB is worthwhile, and suggested this is increased.

Cllr Gallagher reported the Peacehaven and Telscombe Football club's 3G pitch is expected to finish in 2025; that the House Project has had trustee changes; the Chamber of Commerce continues to have good interaction with PTC; the SDNP hold detailed Parish workshops; ESALC facilitated a meeting with the Lewes branch; and provided an update on policing.

Cllr Alexander reported the CTLA are well used by people in PTC, but there was some discontent with their services, as they have to operate within strict rules licence, and their member eligibility, but that their days-out sell out quickly.

Cllr Griffiths updated Committee on the Access group and Moveability, and that information was collected for the Inclusion Project.

Cllr Donovan reported her continued support to the outside bodies she is attached to.

The Council **noted** the reports.

#### **C1289 TO AGREE A OUTSIDE BODY CONTACT REPORT FORM AND CHANGE OF REPORTING METHOD MOVING FORWARD**

Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Sharkey

The Council **resolved** to **agree** to the proposal.

#### **C1290 TO NOTE OVERVIEW OF COMPLAINTS RECEIVED**

The complaints were **noted**.

#### **C1291 TO NOTE THE COUNCILLOR ATTENDANCE RECORD**

The Chair expressed that social media training for Councillors will take place.

The attendance record was **noted**.

#### **C1292 TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TASK AND FINISH GROUPS**

(TFGs):

##### **a. Climate Change Working Group**

It was proposed to disband and reinstate the Working Group when a project comes up.

Proposed by: Cllr Veck Seconded by: Cllr Gallagher.

10 members voted in favour

2 members voted against

3 members abstained

The proposal was **carried**.

**b. Youth Engagement**

Cllr Fabry reported they had not met, but that the Joff had been closed.  
The Council **noted** the update.

**c. Morrisons Development**

The Chair reported there had not been a meeting as no information had been received.  
The Council **noted** the update.

**d. Public Rights of Way**

Cllr Gordon-Garrett expressed that a meeting was held 8<sup>th</sup> October 2024.  
The Council **noted** the update.

**e. Meridian Walk**

The Chair expressed that an illustrator was working on a map and the TFG were working with Officers on the points of interest, and would then get a print quote.  
The Council **noted** the update.

**f. Communications, Advertising, and Promotion**

The Chair expressed this had been discussed earlier and to keep the TFG open.  
The Council **noted** the update.

**g. Sussex Nature Recovery**

Cllr Gordon-Garrett expressed that goals were being worked towards.  
The Council **noted** the update.

**h. The Hub Public Consultation**

Cllr Gallagher expressed that a meeting had been held to ascertain parameters and ideas for Officers, and that outline questions had been produced, which were with the Town Clerk for Officers to take forward, and that the TFG was now closed.  
The Council **noted** the update.

**C1293 DATE OF NEXT MEETING – TUESDAY 10TH DECEMBER AT 7.30PM.**

*There being no further business the meeting ended at 21:58.*