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Community House,
Meridian Way,
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DRAFT Minutes of the meeting of the Full Council meeting held in the Anzac Room, Community House on Tuesday 6th February 2024 at 7.30pm

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

Officers: George Dyson (Town Clerk), Kevin Bray (Parks Officer), Zoe Malone (Finance Officer), Zoe Polydorou (Meetings & Projects Officer).

6 members of the public were in attendance.

C1164 MAYOR/CHAIR'S ANNOUNCEMENTS.

The Chair opened the meeting at 19:31, went through the building fire procedures, asked that phones be put onto silent, and informed everyone that the meeting is being recorded. The Chair then informed the Council of the following:

- Welcome to our new Meetings & Projects Officer, Zoe.
- Next Bingo is 14th February, 2 – 4 pm in the Anzac Room.
- Next Cinema is 21st February, 7:30pm, showing One Life

The Chair read out the following statement: *At this time, our thoughts are with King Charles, and we fully support his efforts to promote public understanding for all those affected by cancer. His positivity and advocacy are truly commendable, and we stand in solidarity with him and all those impacted by this disease.*

The Chair then shared the following highlights:

Mayor's Highlights – in date order:

21st December – Attended the ABC Fund Winter Solstice Event

6th January – Opened the new Greetings shop on South Coast Road

C1165 PUBLIC SESSION. Members of the public may ask questions on any relevant Council matter.

There were no public questions.

C1166 TO APPROVE APOLOGIES FOR ABSENCE.

a. To note and approve apologies for absence

There were no apologies for absence.

C1167 TO RECEIVE DECLARATIONS OF INTERESTS.

Cllr Ashby Parkin and Cllr Veck declared that they each know one of the applications for co-option personally.

Cllr Veck also declared a personal interest as a supporter of the Peacehaven Players.

C1168 TO ADOPT THE PUBLIC MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 19TH DECEMBER 2023

Proposed by: Cllr Veck Seconded by: Cllr Wood
The Council **resolved** to **adopt** the minutes of the 19th December 2023.

C1169 TO CO-OPT A COUNCILLOR TO FILL THE CASUAL VACANCY IN WEST WARD

It was proposed to suspend Standing Orders, in line with the co-option policy.

Proposed by: Cllr Veck Seconded by: Cllr Sharkey
The Council **resolved** to **suspend** Standing Orders.

Each candidate briefly presented to the Council why they felt they should be co-opted, and were each asked a follow up question from Council.

Councillors voting in favour of co-opting Nicholas Evans – Cllr Griffiths, Cllr Campbell, Cllr Seabrook, Cllr Gordon-Garrett, Cllr Studd, Cllr Ashby-Parkin, Cllr Harman, and Cllr Wood.

Councillors voting in favour of co-opting Alison Standing – Cllr Gallagher, Cllr Davies, Cllr Veck, Cllr Cheta, Cllr Sharkey, Cllr Alexander, Cllr Fabry, and Cllr Donovan.

As the vote was tied, the Chair used the casting vote to co-opt Nicholas Evans.

The Council **resolved**, my majority, to co-opt Nicholas Evans.

Mr Evans & The Clerk signed the Declaration of Acceptance of Office form, and Cllr Evans joined the table.

Standing Orders reinstated

C1170 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning & Highways Committee:-

i. To receive the public meeting minutes of the 5th December 2023

Proposed by: Cllr Campbell Seconded by: Cllr Gordon-Garrett
The minutes were **agreed** and **adopted**.

ii. To receive the public meeting minutes of the 9th January 2024

Proposed by: Cllr Campbell Seconded by: Cllr Wood
The minutes were **agreed** and **adopted**.

iii. To note the draft public meeting minutes of the 23rd January 2024

The minutes were **noted**.

iv. To agree a response to the Lewes District Council Local Plan Consultation

It was proposed that Council agree the recommendations in the report.

Proposed by: Cllr Veck Seconded by: Cllr Gordon-Garrett
Council **resolved** to **agree** the recommendations in the report.

b. Policy & Finance Committee:-

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

Proposed by: Cllr Griffiths Seconded by: Cllr Campbell
The Council **resolved** to **authorise** payments and signing of Bank Reconciliation statements.

ii. To receive the public meeting minutes of the 12th December 2023.

Proposed by: Cllr Griffiths Seconded by: Cllr Gordon-Garrett
The minutes were **agreed** and **adopted**.

iii. To note the draft public meeting minutes of the 30th January 2024.

The minutes were **noted**.

iv. To agree new bank account signatories.

It was proposed that Cllr Cheta and Cllr Wood be added as signatories.

Proposed by: Cllr Griffiths Seconded by: Cllr Ashby-Parkin
The Council **resolved** to **agree** to this proposal.

c. Personnel Committee.

i. To receive the meeting minutes of the 5th December 2023

Proposed by: Cllr Gallagher Seconded by: Cllr Donovan
The minutes were **agreed** and **adopted**.

ii. To note the draft meeting minutes of 23rd January 2024.

The minutes were **noted**.

d. Leisure, Amenities & Environment Committee:-

i. To receive the public meeting minutes of the 21st November 2023.

Proposed by: Cllr Sharkey Seconded by: Cllr Ashby-Parkin
The minutes were **agreed** and **adopted**.

ii. To note the draft meeting minutes of the 9th January 2024.

The minutes were **noted**.

e. Civic & Community Events Committee:-

i. To receive the public meeting minutes of the 28th November 2023.

Proposed by: Cllr Veck Seconded by: Cllr Donovan
The minutes were **agreed** and **adopted**.

ii. To note the draft public meeting minutes of the 16th January 2024.

The minutes were **noted**.

iii. To consider a request from Peacehaven Players regarding the Main Hall Stage lighting.

The Clerk briefly summarised the report and its recommendations.

It was proposed that Council agree to the recommendations to obtain advice and quotes relating to the request and to report back through the Civic & Community Events Committee.

Proposed by: Cllr Veck Seconded by: Cllr Alexander
Council **resolved** to **agree** to this proposal.

C1171 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER, CHAIR OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Cllr Gallagher gave a summary of the report in the papers which was **noted** by Council.

C1172 TO REVIEW MEMBERSHIP OF COMMITTEES AND AGREE ANY CHANGES

Cllr Evans would like to join the Leisure, Amenities, and Environment Committee.

Cllr Wood would like to join the Civic and Community Events Committee.

It was proposed that Council agree these changes.

Proposed by: Cllr Veck Seconded by: Cllr Cheta.
The Council **resolved** to **agree** to this proposal.

C1173 TO REVIEW OUTSIDE BODY REPRESENTATIVES

There were no changes made to the outside body representatives.

C1174 TO RECEIVE VERBAL REPORTS FROM OUTSIDE BODY REPRESENTATIVES

Cllr Griffiths reported that the Access group has recently had its AGM and has a new treasurer and vice-chair.
Cllr Griffiths also reported that the Havens Health PPG is starting a very good new scheme for emotional wellbeing.
Cllr Donovan reported that she had recently attended the Residents Association which had a very good turn out.
Cllr Donovan also thanked Officers for facilitating a change of space for the Community Supermarket, enabling them to now use the Main Hall.
Cllr Fabry reported that PCS have now got their new bins to help encourage recycling, thanks to the support of PTC Grants Committee.

C1175 TO AGREE A NEW PHONE AND BROADBAND CONTRACT

The Clerk briefly introduced the report and summarised the main reasons for requesting the new contract.

It was proposed that Council agree the recommendations in the report to agree the new contract.
Proposed by: Cllr Campbell Seconded by: Cllr Gordon-Garrett
The Council **resolved** to **agree** to this proposal.

C1176 TO AGREE TO START USING A CASH COLLECTION SERVICE

The RFO summarised the report and explained the reasons behind the matter.

It was proposed that Council agree the recommendations in the report.
Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Sharkey
The Council **resolved** to **agree** to this proposal.

C1177 TO RECEIVE AN UPDATE ON THE HUB CIL BID

The Clerk introduced the report and gave a summary of the work taking place, and asked that any Councillors who would like to be involved with deciding which option from stage 1 is worked into a full bid please let him know.

Council **noted** the update.

C1178 TO AGREE TO INCREASE THE SCOPE OF IMPROVEMENTS TO THE HUB

Cllr Gallagher introduced the report and explained the reasons behind this.

Cllr Griffiths commented that she did not see a need for the report and that the matter should be progressed through Leisure, Amenities, and Environment Committee.

Cllr Veck asked whether a Hub Sub-Committee could be appropriate to set up, similar to what has happened with Community House – the Clerk explained that this may not be the best option for the Hub.

Cllr Alexander commented that the Hub does need additional works, including toilets, showers, kitchen area, and others.

Cllr Campbell stated that her main concern is that any decision taken does not affect the current CIL bid, and felt this decision could be taken at a later date.

It was proposed that Council agree to the recommendations in the report.

Proposed by: Cllr Gallagher

Seconded by: Cllr Sharkey.

A counter proposal was made that Council not agree the recommendations in the report, and send the item back to the Leisure, Amenities, and Environment Committee, along with looking at the Condition report.

Proposed by: Cllr Griffiths

Seconded by: Cllr Campbell

Council voted on the proposal to agree to the recommendations in the report.

9 Councillors were in favour, with 6 against, and 1 abstention.

Council **resolved** to **agree** to this proposal by majority.

C1179 TO ADOPT REVISED CONDITIONS OF HIRE FOR COMMUNITY HOUSE

It was proposed that Council agree to the revised terms and conditions of hire for Community House.

Proposed by: Cllr Veck

Seconded by: Cllr Griffiths

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

C1180 DATE OF NEXT MEETING – TUESDAY 19TH MARCH 2024 AT 7:30PM

The next meeting was confirmed as Tuesday 19th March 2024 at 7.30pm.

C1181 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

Proposed by: Cllr Griffiths

Seconded by: Cllr Wood

The Council **resolved** to **agree** to exclude press and public from the remaining items.

*All public and the Youth Mayor left at this point (20:39)
The Chair called a recess before moving into the Confidential item.*

CONFIDENTIAL

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:-

Meeting re-opened at 20:48

C1182 TO DISCUSS AND DECIDE ON SUNDAY OPENING OF COMMUNITY HOUSE

Cllr Campbell commented that all this has come about due to a request for a group wanting to hire Community House for one single Sunday – is there a way we could accommodate this without opening every Sunday.

The Clerk replied and gave the background to the item.

Cllr Gallagher raised concern about the impact on working practices.

It was proposed that the Council accept the booking for the one Sunday, as a one-off booking without prejudice, and with the cost of the enhanced hourly rate for Caretakers working to be passed onto the hirer.

Proposed by: Cllr Veck

Seconded by: Cllr Ashby-Parkin

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

C1183 TO RECEIVE A REPORT ON THE REDEVELOPMENT OF THE MERIDIAN CENTRE

The Clerk introduced the report, and Council raised concerns about the timescale, particularly relating to nesting season starting soon.

Council **noted** the report.

C1184 TO NOTE A CONFIDENTIAL REPORT ON THE FIELDS IN TRUST DEED OF DEDICATION FOR THE PEACEHAVEN COMMUNITY ORCHARD

The Council **noted** the confidential report.

There being no further business the meeting ended at 21:05.