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DRAFT Minutes of the meeting of the Community House Sub-Committee held in the Anzac room, Community House on Tuesday 14th May 2024 at 7.30pm

Present:

Cllr Griffiths (Chair), Cllr Campbell, Cllr Cheta, Cllr Seabrook, Cllr Veck.

Officers: Zoe Malone (RFO), Zoe Polydorou (Meetings & Projects Officer)

1. CH071 CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting at 19:30, and announced the orchard blossom walk taking place on Friday 17th and Sunday 19th May at 9:45am starting at the Gateway Café, then briefly went through the building fire procedure, and asked for phones to be put on silent.

2. CH072 PUBLIC QUESTIONS

There were 0 public questions.

3. CH073 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies received and accepted from Cllr Gallagher, Cllr Davies, Cllr Donovan.
There were no substitutions.

4. CH074 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were 0 declarations of interest.

5. CH075 TO ADOPT THE MINUTES FROM THE 18TH APRIL 2024

Proposed by: Cllr Seabrook **Seconded:** Cllr Veck

The minutes were **approved** and signed as accurate.

6. CH076 TO REVIEW AND UPDATE THE SUB-COMMITTEE ACTION PLAN

The RFO confirmed that completed actions will be removed, and updated Committee on the status of the action plan, and explained that in reference to the fire survey 6 companies had been contacted, but since this had so far resulted in 0 quotes Cllr Alexander had been contacted for recommendations.

The RFO explained this shouldn't impact June's end fire safety certificate.

The report was **noted**.

7. CH077 TO DISCUSS THE COMMUNITY HOUSE CARBON SURVEY

The Chair explained that the survey had only been shared with Councillors today.

Cllr Seabrook requested, in reference to the bottom of page 22 – whether fresh air input and heat recovery is included – that this addition to be looked into and considered whether it is financially viable, and summarised that it was a clear and well written report.

The RFO responded to Cllr Cheta's request for extended time for feedback, and explained that further future comments on the report are welcome.

Members generally discussed how to progress the report, and the RFO agreed that items could be added to the action plan.

Cllr Seabrook explained that Community House finances this financial year had been spent, that other reports must also be considered, and the need for the actions to be chosen from each and placed into the 10-year plan, with costs, and moved forward in a calm and considered way.

8. CH078 TO NOTE REPAIR TO ONE OF THE COMMUNITY HOUSE BOILERS

The report was **noted**.

9. CH079 TO DISCUSS 10 YEAR PLAN FOR COMMUNITY HOUSE

Cllr Griffiths explained the need to look into the structure of the 10-year plan into what is needed and what is wanted, and to include all surveys already completed. Cllr Cheta agreed that alongside its maintenance, the vision for Community House should also be considered to make it the heart of the community.

The RFO agreed to collate recommendations with costings from all the survey reports into 1 spreadsheet, to bring the rough draft to the next Committee meeting for discussion and agreed it would be shared at least 1 week prior.

10. CH080 TO CONFIRM THE DATE OF NEXT MEETING

The next meeting was **confirmed** for Tuesday 27th June 2024.

There being no further business, the meeting closed at 19:52