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

Minutes of the meeting of the Council meeting held in the Anzac Room, Community House on Tuesday 2nd September 2025 at 7.30pm

Present: Cllr Debbie Donovan (Chair), Cllr Aimee Harman (Vice Chair), Cllr Nikki Fabry, Cllr Mary Campbell, Cllr Sue Griffiths, Cllr Kiera Gordon-Garrett, Cllr Sherral Wood, Cllr Ian Alexander, Cllr Cathy Gallagher, Cllr Paul Davies, Cllr Max Rosser, Cllr Wendy Veck, Cllr Isobel Sharkey, Cllr Simon Studd, Cllr Philip Mills.

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

3 members of the public were in attendance.

C1423 MAYOR/CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting at 19:30, welcomed everyone, briefly ran through the building fire procedures, asked that phones be put onto silent, advised that the meeting was being recorded, and read out a brief statement on Civility & Respect, and reminded Councillors of the importance of confidentiality for items under this heading.

The Chair called for a minute's silence to mark the recent passing of former Peacehaven Mayor Eileen Russell, and former East Sussex Chair Peter Pragnell.

There was a minute's silence.

The Chair also provided details of some upcoming events, including a Flag raising on 3rd September at 10am for Merchant Navy Day, the fundraising Race Night this coming Friday (5th September), and that Artwave is starting on Saturday (6th September) at the Hub.

Cllr Donovan then presented Cllr Harman with a thank you gift for covering for her at the Community Summer Fair.

C1424 PUBLIC SESSION. *Members of the public may ask questions on any relevant Council matter.*

A member of the public read out some questions on behalf of the Residents Association regarding the Meridian Centre redevelopment.

Cllr Davies informed the Council and residents that that MP is in the process of organising a cross-party protest to highlight the need for Morrisons to build the centre.

The Clerk advised further that these questions are best posed to the District Council as the planning authority, and that any covenants on the land could be checked through the Land Registry.

Cllr Griffiths added some history of the ownership of the site, and Cllr Fabry highlighted that the land is designated retail space.

A member of the public further asked what pressure the MP is actually putting on Morrisons. Cllr Davies responded that residents can write to the MP's office or come in to see the MP to put these questions directly to him, and also highlighted some of the actions that the MP is taking.

Another member of the public asked why the Peacehaven Artwave event is not advertised anywhere, including in the recently circulated DN magazine. Cllr Sharkey responded with where the event is advertised.

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The member of the public also asked whether Councillors could support in getting signatures for the Morrisons petition being publicised by the MP, many Councillors shared that they have already been doing this.

C1425 TO APPROVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bradley. Cllr Cheta was also absent.

C1426 TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

C1427 TO ADOPT THE MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON THE 12TH AUGUST 2025

Cllr Campbell asked that the cost of a parish poll be qualified by the word 'likely'.

Proposed by: Cllr Gordon-Garrett **Seconded by:** Cllr Fabry
The minutes of the meeting of 12th August 2025 were **agreed** and **adopted**.

C1428 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning Committee:-

- i. To receive the meeting minutes of the 17th June 2025**
- ii. To receive the meeting minutes of the 8th July 2025**
- iii. To receive the meeting minutes of the 29th July 2025**

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

- iv. To note the draft meeting minutes of the 26th August 2025**

Council **noted** the draft minutes.

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 Mills
Council **resolved** to **agree** to authorise payments and sign the bank reconciliation statements.

- ii. To receive the meeting minutes of the 27th May 2025**

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

- iii. To note the draft meeting minutes of the 22nd July 2025**

Council **noted** the draft minutes.

- iv. To agree to the Bike Rack funding from Lewes District Council**

Cllr Alexander introduced the item, the Parks Officer confirmed the bike racks are fully funded by Lewes District Council.



Proposed by: Cllr Gallagher **Seconded by:** Cllr Sharkey
The Council **resolved** to **agree** to proceed with the Bike Rack funding.

c. Personnel Committee:-

i. To receive the meeting minutes of the 15th April 2025

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

ii. To note the draft meeting minutes of 8th July 2025

Council **noted** the draft minutes.

d. Leisure & Amenities Committee:-

i. To receive the meeting minutes of the 13th May 2025

Proposed by: Cllr Sharkey **Seconded by:** Cllr Studd
The meeting minutes were **agreed** and **adopted**.

ii. To note the draft meeting minutes of the 15th July 2025

Council **noted** the draft minutes.

iii. To agree to replace a ride on mower

The Parks Officer introduced the item, and the RFO suggested that a 10% buffer be added to allow for increases in cost.

There was a discussion about whether the electric mower was the best option, or whether a petrol/diesel mower would be a better option, the Parks Officer highlighted that the Leisure and Amenities Committee had already agreed to recommend the electric mower to Council.

It was proposed that Council agree to the recommendation in the report to proceed with the purchase of an electric ride on mower.

Proposed by: Cllr Studd **Seconded by:** Cllr Gallagher
Council **resolved** to **agree** to this proposal by majority vote, with one abstention.

e. Community Engagement Committee:-

i. To receive the meeting minutes of the 29th April 2025

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

ii. To note the draft meeting minutes of the 1st July 2025

Council **noted** the draft minutes.



f. **Environment & Sustainability Committee:-**

i. **To note the first meeting date as Tuesday 18th November 2025**

Council **noted** the meeting date.

C1429 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER, CHAIR OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Cllr Gallagher informed Council that there is currently nothing to report due to a delay in the examination process and are currently waiting to hear.

C1430 TO NOTE THE RESPONSE SENT TO THE LOCAL GOVERNMENT REORGANISATION CONSULTATION

Council **noted** the letter, highlighting a small error that has since been corrected.

C1431 TO AGREE TO UNDERTAKE A BORESCOPE SURVEY AT COMMUNITY HOUSE

Cllr Griffiths spoke in support of the importance of proper insulation in the building, however, was concerned about only looking at Cavity Wall Insulation in isolation, and not considering other options for insulation, such as external cladding.

Cllr Gallagher spoke that this is part of the Community House 10-year plan, and that we do need to know whether there is insulation in the walls and if so, what the quality is.

Cllr Campbell raised a concern that Cavity Wall Insulation is not suitable for this building, and that the cost of the borescope survey would be money wasted, and that Officers and that the Community Buildings Working Group should be prioritising decommissioning of main gas boilers in Community House and surveying of the roof.

It was proposed that Council proceed with the borescope survey.

Proposed by: Cllr Gallagher **Seconded by:** Cllr Alexander

A counter proposal was made that Council look at the Cavity Wall Insulation alongside the external solutions, and that this be referred to a future meeting.

Proposed by: Cllr Griffiths **Seconded by:** Cllr Harman

9 members were in favour of proceeding with the borescope survey, 4 were against, and 2 Councillors abstained from the vote.

The Council therefore **resolved** to **agree** to proceed with the borescope survey, as per the recommendation in the report.

It was further proposed that Council prioritises the decommissioning of the main gas boilers and surveying of the roof.

Proposed by: Cllr Campbell **Seconded by:** Cllr Davies

The Council **resolved** to **agree** to this recommendation by majority vote, with one abstention.

C1432 TO NOTE THE REVISED COMMITTEE MEETING SCHEDULE

Council **noted** the revised meeting schedule.



C1433 TO RECEIVE REPORTS FROM OUTSIDE BODY REPRESENTATIVES AND REVIEW OUTSIDE BODY REPRESENTATION

Cllr Fabry highlighted that she cannot attend afternoon meetings of the Residents Association, so a different representative might be more suited to this appointment.

Cllr Wood raised concerns about some points included in the Horticultural Society report, in particular rules around selling produce, and general public having access to the allotment site.

Cllr Gallagher spoke about Kempton House, that the centre has been there for many years and provides lunches for the elderly 3 days per week, and have always worked closely with the Council. Recently an AGM had been called which led to an almost entirely new trustee board, and there is likely to be some more changes coming within the next month.

It was proposed that Cllr Mills become the Outside Body Representative for the Residents Association.

Proposed by: Cllr Mills **Seconded by:** Cllr Davies
The Council **resolved** to **agree** to this proposal.

It was proposed that Cllr Fabry become the Outside Body Representative for the Friends of Peacehaven & Telscombe Library.

Proposed by: Cllr Fabry **Seconded by:** Cllr Davies
The Council **resolved** to **agree** to this proposal.

C1434 TO NOTE OVERVIEW OF COMPLAINTS RECEIVED

Council **noted** the complaints report.

C1435 TO NOTE THE COUNCILLOR ATTENDANCE RECORD

Council **noted** the attendance record.

C1436 TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TASK AND FINISH GROUPS (TFGs):

a. Morrisons Development

It was proposed to rename this TFG to the Meridian Centre Liaison TFG

Proposed by: Cllr Donovan **Seconded by:** Cllr Campbell
Council **resolved** to **agree** to this proposal.

b. Public Rights of Way

Cllr Gordon-Garrett advised that some applications are in and we're waiting to hear back.

c. Meridian Walk

Cllr Harman advised that 3rd October is set for the launch date for this.

d. Communications, Advertising, and Promotion

This TFG can now be disbanded and, if necessary, set up under the C&E Committee.

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

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e. Sussex Nature Recovery

Cllr Campbell advised that there has been a lot of work on this, working through a lot of different guidance, the Parks Officer has been undertaking some work in surveying areas, and OVCA have been supporting.

Cllr Gordon-Garrett raised a concern about commercial waste burning in the Valley area, which has an impact on biodiversity, trees nearby are being singed. Questions have been raised with the District Council, who are taking the concerns seriously and have issued a statutory abatement notice under the Environmental Protection Act.

It was proposed that this TFG now come under the Environment and Sustainability Committee.

Proposed by: Cllr Gordon-Garrett **Seconded by:** Cllr Campbell
Council **resolved** to **agree** to this proposal.

C1437 DATE OF NEXT MEETING - TUESDAY 21ST OCTOBER 2025 AT 7.30PM.

The next meeting was confirmed as 21st October 2025 at 7.30pm.

C1438 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

Proposed by: Cllr Gordon-Garrett **Seconded by:** Cllr Donovan
The Council **resolved** to **agree** to exclude press and public from the remaining agenda items.

NOTE: In accordance with Standing Order No. 3(d) and the Public Bodies (Admission to Meetings) Act 1960, Section 1, in view of the confidential nature of the following business to be transacted, the public and press are excluded from the rest of the meeting.

C1439 TO RATIFY THE RECOMMENDATION OF THE INTERVIEW PANEL TO MAKE A JOB OFFER FOR A CIVIC & EVENTS OFFICER

Cllr Fabry introduced the item and gave background to the process in recommending the preferred candidate.

It was proposed that Council agree to make the job offer as recommended in the confidential report.

Proposed by: Cllr Fabry **Seconded by:** Cllr Davies
Council **resolved** to **agree** to the recommendation in the report to make an offer of employment.

C1440 TO RECEIVE A CONFIDENTIAL UPDATE ON WORKS AT THE HUB


The Clerk gave a summary of the report, and there was a discussion about the safety of the Hub staying open at this time.

The report was discussed and the process of the contract for the works being put in place.

It was proposed that the Clerk write to all hirers to update on the current position, and that if it becomes necessary the Clerk close the building and call an extraordinary meeting to discuss next steps if this were to happen.

Proposed by: Cllr Davies **Seconded by:** Cllr Wood
Council **resolved** to **agree** to this proposal.

There being no further business, the meeting was closed at 21:57

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