

George Dyson
Town Clerk

☎ (01273) 585493
✉ TownClerk@peacehaventowncouncil.gov.uk



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

14th April 2025

Members of Peacehaven Town Council are summoned to an EXTRAORDINARY Council meeting to be held in Community House, Peacehaven, on Tuesday 22nd April 2025 at **6.00pm.**

A handwritten signature in black ink, appearing to read "G Dyson", written over a horizontal line.

George Dyson
Town Clerk

A G E N D A

C1357 MAYOR/CHAIR'S ANNOUNCEMENTS

C1358 PUBLIC SESSION. *Members of the public may ask questions on any relevant Council matter.*

C1359 TO APPROVE APOLOGIES FOR ABSENCE

C1360 TO RECEIVE DECLARATIONS OF INTERESTS

C1361 TO ADOPT THE MINUTES OF THE COUNCIL MEETING HELD ON THE 8TH APRIL 2025

C1362 TO CO-OPT A COUNCILLOR TO FILL THE CASUAL VACANCY IN WEST WARD

C1363 DATE OF NEXT MEETING - TUESDAY 20TH MAY 2025 AT 7.30PM.

George Dyson
Town Clerk

☎ (01273) 585493
✉ TownClerk@peacehaventowncouncil.gov.uk



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

Minutes of the meeting of the Full Council meeting held in the Anzac Room, Community House on Tuesday 8th April 2025 at 7.30pm.

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

Officers: George Dyson (Town Clerk), Zoe Polydorou (Meetings & Projects Officer)

2 members of the public were in attendance.

C1343 MAYOR/CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting at 19:32, welcomed everyone to the meeting, read out a statement on Civility & Respect, informed everyone of the building fire procedures, that the meeting is being recorded, and requested that mobile phones be put onto silent.

C1344 PUBLIC SESSION. *Members of the public may ask questions on any relevant Council matter.*

A member of the public asked about whether any Community Infrastructure Levy money could be used to put in a pedestrian crossing on Pelham Rise for residents of Chalker's Rise. Cllr Campbell gave a response about previous investigation that has taken place regarding a pedestrian crossing in this location.

Another member of the public commented about a pedestrian crossing on Arundel Road that was part of an addendum for Chalkers Rise, and suggested it be investigated whether this money could be reallocated for Pelham Rise.

It was then also asked that now the Chalker's Rise development is coming to an end, that Peacehaven Councillors and Officers work to ensure that all commitments from the developer in the planning approvals and addendums are completed before everything is signed off.

C1345 TO APPROVE APOLOGIES FOR ABSENCE

There were no apologies.

Cllr Cheta & Cllr Studd were absent.

C1346 TO RECEIVE DECLARATIONS OF INTERESTS

Cllr Wood declared that she is an allotment tenant.

C1347 TO ADOPT THE MINUTES OF THE COUNCIL MEETING HELD ON THE 25TH FEBRUARY 2025

Proposed by: Cllr Gordon-Garrett

Seconded by: Cllr Wood

The minutes of 25th February 2025 were **agreed** and **adopted**.

C1348 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning & Highways Committee:-

i. To receive the meeting minutes of the 4th February 2025

Proposed by: Cllr Gordon-Garrett

Seconded by: Cllr Campbell

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

ii. To note the draft meeting minutes of the 25th March 2025

The draft meeting minutes were **noted**.

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 Davies

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

ii. To receive the meeting minutes of the 11th February 2025

Proposed by: Cllr Alexander

Seconded by: Cllr Gordon-Garrett

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

iii. To note the draft meeting minutes of the 1st April 2025

The draft meeting minutes were **noted**.

iv. To ratify the recommendations of the Grants Sub-Committee

The Clerk updated the Council that since the Grants Sub-Committee meeting, the Peacehaven Community Orchard have turned down the £400 grant proposed, and that, as per the minutes, the £400 will be reallocated, with an additional £50 going to Newhaven Cricket Club, and an additional £350 going to the South Coast and East Sussex Bird Voluntary Network, subject to Council ratification.

It was proposed that the recommendations, with the above reallocation of monies, be approved by Council.

Proposed by: Cllr Alexander

Seconded by: Cllr Fabry

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

v. To agree to payments of Service Level Agreements

Proposed by: Cllr Alexander

Seconded by: Cllr Gordon-Garrett

Council **resolved** to **agree** to pay the Service Level Agreements.

vi. To appoint members to the CIL TFG.

Cllr Alexander summarised the background to this TFG, and asked which Councillors would be interested in being part of the group.

It was proposed that Cllr Alexander, Cllr Griffiths, Cllr Campbell, and Cllr Ashby-Parkin form this TFG.

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

c. Personnel Committee:-

i. To note the draft meeting minutes of 18th February 2025

The draft meeting minutes were **noted**.

d. Leisure, Amenities & Environment Committee:-

i. To receive the meeting minutes of the 21st January 2025

Proposed by: Cllr Sharkey **Seconded by:** Cllr Wood

The minutes were **agreed and adopted**.

ii. To note the draft meeting minutes of the 18th March 2025

It was highlighted that the date at the top of the minutes is incorrect, and that item 6 requires some rewording, the Clerk will ensure that this is corrected before the next Committee meeting.

The draft meeting minutes were **noted**.

e. Civic & Community Events Committee:-

i. To receive the meeting minutes of the 28th January 2025

An error was highlighted under item CCE510, that Cllr Ashby-Parkin's name was spelt incorrectly.

It was proposed to accept the minutes, subject to the above correction.

Proposed by: Cllr Veck **Seconded by:** Cllr Wood

The minutes were **agreed and adopted**.

ii. To note the draft meeting minutes of the 11th March 2025

The draft meeting minutes were **noted**.

C1349 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER, CHAIR OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Cllr Gallagher provided an update, that District Cllr O'Conner has followed up with the head of planning policy at Lewes District, who should be reporting back to the Steering Group soon.

Council **noted** the update.

C1350 TO AGREE MEMBERS TO BE PRESENT TO OPEN THE SEALED PRE-TENDERS RELATING TO THE HUB

The Town Clerk summarised the report and provided some background information.

It was proposed that Cllr Alexander and Cllr Griffiths be present for the opening of submissions.

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

C1351 TO NOTE ANY UPDATES TO THE BUSINESS PLAN

The Clerk briefly summarised the report in the papers.

Council **noted** the report.

C1352 TO RECEIVE REPORTS FROM OUTSIDE BODY REPRESENTATIVES

Cllr Sharkey gave a verbal report on the support that Lewes District Citizens Advice has been providing to Peacehaven residents.

Cllr Gordon-Garrett commented on the report in the papers for the SDNPA, for which she is a representative, however had not had sight of this report before seeing it in the papers and asked to be disassociated with the report.

The Town Clerk confirmed that moving forward, for any outside bodies that have multiple representatives, that all representatives would be consulted before reports being included

Cllr Campbell gave an update on the latest phase of Rampion, and that they are confirmed as attending the Summer Fair.

Cllr Campbell also requested, that for the same reasons as Cllr Gordon-Garrett highlighted above, that she would like to be disassociated with the report relating to ESALC.

Cllr Donovan gave a brief update on the work of the SCDA Community Supermarket, and that it will be temporarily closing for a couple of weeks to allow for volunteer training, and that a Community Fridge will be put into the Community House Foyer during this period, and that the SCDA would also like to hold a Community Café on a Wednesday in Community House which still needs to be discussed.

C1353 TO NOTE OVERVIEW OF COMPLAINTS RECEIVED

Council **noted** the overview of complaints.

C1354 TO NOTE THE COUNCILLOR ATTENDANCE RECORD

Council **noted** the attendance records.

C1355 TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TASK AND FINISH GROUPS (TFGs):

a. Youth Engagement

Cllr Sharkey advised that the TFG is meeting next week.

b. Morrisons Development

Cllr Donovan advised that the MP will be issuing another statement on Morrisons by the end of this week.

c. Public Rights of Way

Cllr Gordon-Garrett advised that the TFG will be meeting this Friday.

d. Meridian Walk

Cllr Donovan advised that a meeting took place last week with the illustrator, and that the work is almost there, that they are awaiting quotes from the printers, and that the TFG will be meeting with the Meetings & Projects Officer this week to write a report.

Cllr Campbell asked that the residents whose houses the walk passes be informed of the route before it is widely publicised.

e. Communications, Advertising, and Promotion

The Meetings & Projects Officer advised that this TFG was set up before the recruitment of the Public Relations Officer, with the TFG covering a significant part of her role.

It was proposed that this TFG can now be closed.

Proposed by: Cllr Donovan **Seconded by:** Cllr Davies

Council **resolved to agree** to this proposal

f. Sussex Nature Recovery

Cllr Gordon-Garrett advised that there has been no further progress since the last Council meeting, the SDNPA have been contacted about attending the Summer Fair in July.

g. The Hub Working Group

The Town Clerk summarised the progress on the Planned Procurement notice and the next steps.

Cllr Gallagher advised that the Community Buildings Working Group has met today and are in the progress of agreeing their Terms of Reference.

C1356 DATE OF NEXT MEETING - TUESDAY 20TH MAY 2025 AT 7.30PM.

The next meeting was confirmed at 20th May 2025 at 7.30pm.

The Chair also highlighted that there will likely be an Extraordinary meeting called on 22nd April 2025 at 6.00pm to co-opt a new Councillor.

There being no further business, the meeting was closed at 20:26.