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Community House,
Meridian Way,
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East Sussex,
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DRAFT Minutes of the meeting of the Community Engagement Committee meeting held in the Anzac Room, Community House on Tuesday 7th April 2026 at 7.30pm

Councillors: Cllr Veck (Chair), Cllr Wood (Vice Chair), Cllr Studd, Cllr Campbell, Zack Osborne (Mayor's Cadet).

Officers: Zoe Polydorou (Meetings & Projects Officer).

There was 1 member of the public in attendance.

1. CCE633 CHAIR ANNOUNCEMENTS

The Chair opened the meeting at 19:35, read out a Civility & Respect statement, went through the building fire procedure, asked for phones to be put onto silent, informed everyone that the meeting was being recorded, and outlined the public questions process.

The Chair expressed that a Town Crier report would be brought to the next meeting and informed the Committee of the following:-

- Mayor's Quiz 11th April 2026
- Tea and Cake Event 17th April 2026

2. CCE634 PUBLIC QUESTIONS

There were no public questions.

3. CCE635 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

There were apologies from Cllrs Donovan, Sharkey, and Harman. Cllr Campbell substituted for Cllr Harman.

4. CCE636 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. CCE637 TO ADOPT THE MINUTES FROM THE 27th JANUARY 2026

Proposed by: Cllr Wood **Seconded by:** Cllr Studd
Committee **resolved** to **adopt** the minutes.

6. CCE638 TO NOTE THE BUDGETORY UPDATE

The budgetary update was **noted**.

7. CCE639 TO NOTE THE MAYOR'S FUNDRAISING BUDGET

The fundraising budget was **noted**.

8. CCE640 TO AGREE TO HOLD AN UNDER 18s DISCO AT COMMUNITY HOUSE

The Meetings & Projects Officer commented that caretakers had emphasised the importance of a comprehensive Risk Assessment, and Cllr Wood suggested the car park be monitored closely.

The Chair and the Mayor's Cadet expressed the event could help with the Council with youth engagement.

It was proposed that the event take place.

Proposed by: Cllr Wood
All in **favour**

Seconded by: Cllr Campbell

The Mayor's Cadet commented that, apart from The Joff, there was nothing for the Youth to do in Peacehaven, and suggested a disco would help promote the venue, negate antisocial behaviour, and ultimately save money, whereby Cllr Wood did not agree that money would be saved; Cllr Campbell commented that both members were right and suggested the disco could bring opportunities.

It was proposed that the Committee approved the use of Community House at no charge.

Proposed by: Cllr Campbell **Seconded by:** Cllr Studd
All in **favour**

It was proposed that the Committee approved Council volunteers to run a tuck shop during the event, with all net proceeds to be applied to The Joff's Youth Leader Project.

Proposed by: Cllr Veck **Seconded by:** Cllr Campbell

It was discussed that any related subsequent events be treated on their own merit.

9. CCE641 TO NOTE THE EASTER CRAFT FAIR REVIEW

The Meetings & Projects Officer commented that there was to be a verbal report from Cllr Donovan, and that a report would be brought to the next committee.

10. CCE642 TO NOTE THE WELCOME CAFÉ REVIEW

The update was **noted**.

11. CCE643 TO AGREE THE RECIPIENT OF THE WELCOME CAFÉ FUNDS

Cllr Campbell queried what the Chair was looking to do with the funds and thanked them for their work on the Welcome Café.

It was proposed that the money pay for four weeks for the Community Orchard to run a Monday café, and the remaining money be used to purchase flowers for the external Community House area.

Proposed by: Cllr Veck **Seconded by:** Cllr Campbell
All in **favour**

12. CCE644 TO AGREE PROPOSED REFORMS TO THE YOUTH MAYOR ELECTION PROCESS

The Chair outlined the reforms proposed, and the Mayor's Cadet mentioned the Youth Leadership Club, which the Chair confirmed that would be brought to council in due course and Cllr Campbell commented that the division of the Youth Mayor reform and Youth Council were separate items.

The Chair suggested that the related TFG remain ongoing to carry out the reforms.

It was proposed to change the way Youth Mayors were voted in, that the council had overarching control, that the current youth mayors extend their terms, and for this item to be brought to Full Council for agreement.

Proposed by: Cllr Campbell **Seconded by:** Cllr Wood.
All in **favour**

13. CCE645 TO RECEIVE UPDATES FROM TASK & FINISH GROUPS (TFGs):

a. Inclusion Working Group

The Chair read out an update from the PR Officer which covered the work carried out to-date since the last committee meeting.

Cllr Wood expressed that the recycling regulations would be changed, and it was suggested that Neighbourhood First be invited to Full Council to update on this. The Mayor's Cadet queried how that information would be shared, and Cllr Wood raised that those digitally excluded would need to be considered.

b. Events Working Groups

The Chair expressed the fair was progressing well, that the previous template would be followed, there was good interest in the stalls and stall packs were being produced. Cllr Wood

commented that the fair was very successful last year and that the live music at the last fair was very popular and requested that the climate fair be advertised in the Directory.

c. Mayors Working Group

The Meetings & Projects Officer expressed that an Easter Craft Fair report would be brought to the next meeting, and the Mayor's Cadet commented that it was well attended.

d. Communications Working Group

The Chair read out an update from the PR Officer. In view of helping to increase footfall at Community House Cllr Wood queried if the access group had been approached to help improve the outside and the Mayor's Cadet suggested Develop Outdoors being contacted in relation to the flower beds.

e. Youth Mayor TFG

The Chair commented that this was covered by item CCE644.

14. CCE646 TO NOTE THERE ARE NO COMPLAINTS ON THE COMMUNITY ENGAGEMENT COMPLAINTS LOG

The complaints log was **noted**.

15. CCE647 TO REVIEW AND UPDATE THE COMMUNITY ENGAGEMENT ACTION PLAN AND NOTE BUSINESS PLAN PROGRESS

It was proposed that the Youth Mayor item be included on the Action Plan.

Proposed by: Cllr Wood **Seconded by:** Cllr Studd

All in **favour**.

16. CCE648 TO NOTE THE DATE FOR THE NEXT COMMUNITY ENGAGEMENT COMMITTEE MEETING AS TUESDAY 2ND June 2026

The date was **agreed**.

There being no further business the meeting ended at 20:35