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Community House,
Meridian Way,
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Minutes of the Annual meeting of the Council held in the Anzac Room, Community House on Tuesday 12th May 2026 at 7.30pm.

Present: Cllr Ian Alexander, Cllr Mary Campbell, Cllr Claude Cheta, Cllr Paul Davies, Cllr Debbie Donovan, Cllr Nikki Fabry, Cllr Cathy Gallagher, Cllr Kiera Gordon-Garrett, Cllr Sue Griffiths, Cllr Aimee Harman, Cllr Amber Hart, Cllr Phil Mills, Cllr Simon Studd, Cllr Sherral Wood, Cllr Isobel Sharkey, Cllr Max Rosser, Cllr Wendy Veck., Zack (Mayor's Cadet), Jacob (Deputy Youth Mayor).

Officers: George Dyson (Town Clerk), Zoe Malone (Responsible Financial Officer), Zoe Polydorou (Meetings & Projects Officer), Kevin Bray (Parks Officer), Karen Bray (Information and Community Facilities Officer), Steph Georgialakis (Public Relations Officer), Michael Ripley (Senior Caretaker).

24 members of the public were in attendance.

Stephen Chapman (ESCC Councillor) and Tracy Pedro (ESCC Councillor) were also present.

C1547 OUTGOING MAYOR/CHAIR'S ADDRESS & ANNOUNCEMENTS

The Chair opened the meeting at 19:30, welcomed everyone, made a statement on Civility & Respect, briefly ran through the building fire procedures, asked that phones be put onto silent, advised that the meeting was being recorded, ran through the process for public questions, and reminded everyone of the 3-minute speaking rule.

Cllr Donovan gave a brief address, highlighting some of the recent engagements she has attended, particularly celebrating a local residents 100th birthday and the recent business awards.

Cllr Donovan presented a Mayor's certificate of appreciation to her Mayor's Cadet, Zack. She also presented a Mayor's Award to a representative of C.A.T.S Club recognising 20 years of service in the town, and to a representative of the ABC Fund, recognising 35 years of service in the town.

Cllr Donovan was presented with a past Mayor's badge, and given a round of applause for her time as Mayor.

C1548 ELECTION OF MAYOR FOR 2026-2027 & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

a. Statement(s) from candidate(s)

Cllr Aimee Harman gave a brief statement as to why she would like to be elected as Mayor.

b. Voting

Cllr Harman was proposed as Mayor of Peacehaven for 2026-27.

Proposed by: Cllr Griffiths **Seconded by:** Cllr Davies
Cllr Harman was duly elected as Mayor

Aimee Harman
27/5/26

c. Mayor/ Chair of Council signing of the declaration of acceptance of office and Mayor's Handbook

Cllr Harman signed the declaration of acceptance of office and Mayor's Handbook. The Clerk, as Proper Officer also signed the declaration of acceptance of office.

Cllr Donovan presented the Mayor's Chain of Office to Cllr Harman.

Cllr Harman took over as Chair at this point.

d. Statement from the new Mayor

Cllr Harman gave a brief statement thanking everyone who has attended, and all of those who have voted her for Mayor, and setting out some key priorities for her term as Mayor of Peacehaven.

C1549 TO AGREE THE NEW MAYOR'S CHARITIES FOR 2026-2027

This item to be deferred to the next Full Council meeting.

C1550 TO AGREE MAYOR'S CONSORT

Cllr Harman read out a statement explaining her nomination for her consort.

Cllr Harman asked Council to agree Judith Appeyah Inti be her consort.

Proposed by: Cllr Donovan **Seconded by:** Cllr Davies
Council **resolved** to **agree** that Judith Appeyah Inti be Mayor's Consort for 2026-27.

C1551 ELECTION OF THE DEPUTY MAYOR FOR 2026-2027 & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

a. Statement(s) from candidate(s)

Cllr Wendy Veck gave a brief statement as to why she would like to be elected as Deputy Mayor

b. Voting

Cllr Veck was proposed as Deputy Mayor of Peacehaven for 2026-27.

Proposed by: Cllr Mills **Seconded by:** Cllr Campbell
Cllr Veck was duly elected

c. Deputy Mayor/ Vice-Chair of Council signing of the declaration of acceptance of office and Mayor's Handbook

Cllr Veck signed the declaration of acceptance of office and Mayor's Handbook. The Clerk, as Proper Officer also signed the declaration of acceptance of office.

Cllr Harman presented Cllr Veck with the Deputy Mayor's Chain of Office.

d. Statement from the new Deputy Mayor

Cllr Veck thanked everyone for

C1552 PUBLIC SESSION. *Members of the public may ask questions on any relevant Council matter.*

a. Public Questions

A member of the public raised a concern about the garage stock in Peacehaven being run down, and a lack of repairs being done to them. Cllr Gallagher clarified who the landlord of the garages are, and will arrange for a District Councillor to make contact.

Another member of the public raised another concern about the rehab along SCR.

b. Updates from District & County Councillors

Cllr Gallagher gave an update on behalf of the District Council, regarding the latest devolution consultation, as well as advising that the outgoing ESCC Councillors are still involved with LDC as Cabinet members. Cllr Davies also emphasised the importance of rejecting the proposed move into Brighton & Hove Unitary Authority.

Cllr Wood asked about how people could respond to the consultation if they are not online, Cllr Davies advised that paper copies will be made available. Cllr Campbell also offered her time to take leaflets and posters to shops etc locally.

Cllr Fabry also highlighted that the questions are quite difficult to answer, and that an FAQ sheet will be put together.

Cllr Tracy Pedro (ESCC Councillor) echoed the comments of Cllr Davies, agreeing the importance of backing reminding in an East Sussex Unitary Authority. Cllr Pedro quoted from the Argus, raising concerns about divisive language used towards the local Reform Councillors.

Cllr Davies highlighted that everyone here want's the best for the town and for the local residents.

Cllr Stephen Chapman (ESCC Councillor) raised concerns about the poorly written questions in the Government consultation, and will be working with ESCC leadership to provide information on responding.

Cllr Veck welcomed both the newly elected ESCC Councillors,

C1553 TO APPROVE APOLOGIES FOR ABSENCE

There were no apologies for absence.

C1554 TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations of interest.

C1555 TO ADOPT THE MINUTES OF THE COUNCIL MEETING HELD ON THE 21ST APRIL 2026

Proposed by: Cllr Veck **Seconded by:** Cllr Studd
The minutes of the meeting of 21st April 2026 were **agreed** and **adopted**.

C1556 TO ADOPT STANDING ORDERS

Proposed by: Cllr Mills **Seconded by:** Cllr Rosser
Standing Orders were **agreed** and **adopted**.

C1557 TO ADOPT FINANCIAL REGULATIONS

Proposed by: Cllr Gallagher **Seconded by:** Cllr Sharkey
Financial Orders were **agreed** and **adopted**.

C1558 TO ADOPT TERMS OF REFERENCE AND SCHEME OF DELEGATION

Proposed by: Cllr Gallagher **Seconded by:** Cllr Cheta
The Terms of Reference and Scheme of Delegation was **agreed** and **adopted**.

*Att
27/5/26*

C1559 TO AGREE THE MEMBERS ALLOWANCE

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

C1560 TO ADOPT THE FOLLOWING POLICIES

- a. **Complaints Policy**
- b. **Data Protection Policy**
- c. **Health & Safety Policy**
- d. **Freedom of Information Policy**
- e. **Social Media & Communications Policy**
- f. **Community Engagement Policy**
- g. **Planning Code of Good Practice**
- h. **Biodiversity Policy**

It was proposed to adopt the above policies as read.

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

C1561 TO REVIEW COMMITTEE MEMBERSHIP & APPOINT CHAIRS OF STANDING COMMITTEES

a. Community Engagement Committee

Members: Cllr Harman, Cllr Hart, Cllr Mills, Cllr Rosser, Cllr Veck, Cllr Wood.

Chair: Cllr Wood.

b. Environment & Sustainability Committee

Members: Cllr Campbell, Cllr Gordon-Garrett, Cllr Griffiths, Cllr Harman, Cllr Hart, Cllr Mills, Cllr Sharkey.

Chair: Cllr Griffiths.

c. Leisure & Amenities Committee

Members: Cllr Donovan, Cllr Fabry, Cllr Gallagher, Cllr Griffiths, Cllr Hart, Cllr Sharkey, Cllr Studd.

Chair: Cllr Gallagher.

d. Personnel Committee

Members: Cllr Alexander, Cllr Cheta, Cllr Davies, Cllr Fabry, Cllr Gallagher, Cllr Harman, Cllr Rosser, Cllr Veck.

Chair: Cllr Fabry.

e. Planning Committee

Members: Cllr Campbell, Cllr Davies, Cllr Gordon-Garrett, Cllr Rosser, Cllr Wood.

Chair: Cllr Gordon-Garrett.

e(i) Grants Sub-Committee

Members: Cllr Campbell, Cllr Cheta, Cllr Fabry, Cllr Griffiths, Cllr Harman, Cllr Wood.

Proposed by: Cllr Davies **Seconded by:** Cllr Griffiths
The above appointments were **agreed**.

f. Policy & Finance Committee

Members: Cllr Alexander, Cllr Davies, Cllr Fabry, Cllr Gallagher, Cllr Gordon-Garrett, Cllr Griffiths, Cllr Harman, Cllr Veck, Cllr Wood.

Chair: Cllr Alexander.

Proposed by: Cllr Fabry **Seconded by:** Cllr Gallagher
The membership and Chair of Policy & Finance Committee were **agreed**.

C1562 TO APPOINT MEMBERS TO SERVE ON OUTSIDE BODIES AND ORGANISATIONS

Council proposed appointing members as shown in appendix A of the minutes.

Proposed by: Cllr Cheta **Seconded by:** Cllr Wood
The appointments included in appendix A were **agreed**.

C1563 TO NOTE THE ASSET REGISTER

Council **noted** the asset register.

C1564 TO NOTE ANNUAL SUBSCRIPTIONS & DIRECT DEBITS

Council **noted** the annual subscriptions and Direct Debits.

C1565 TO APPROVE THE CORPORATE RISK ASSESSMENT

Proposed by: Cllr Veck **Seconded by:** Cllr Mills
The Corporate Risk Assessment was **agreed** and **adopted**.

C1566 TO APPROVE THE APPOINTMENT OF THE INTERNAL AUDITOR

The Clerk introduced the item and gave the background to this item.

Cllr Gallagher suggested that we retain Mulberry for one more year and then look to change.

It was proposed to retain Mulberry for one year, and then invite quotes from new audit firms.

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

Cllr Donovan also added thanks to the RFO for her work on year end.

C1567 TO APPROVE BANKING SIGNATORIES & BACS WORKING

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

C1568 TO NOTE ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL RISKS

The Clerk summarised the item in the papers.

Council **noted** the insurance cover.

C1569 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning Committee:-

i. To receive the meeting minutes of the 7th April 2026

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



ii. To note the draft meeting minutes of the 28th April 2026

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 Donovan
Council **resolved** to **agree** the financial report, to authorise payments and signing of bank reconciliation statements.

ii. To receive the meeting minutes of the 31st March 2026

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

iii. To note the draft meeting minutes of the 5th May 2026

The draft meeting minutes were **noted**.

iv. To note and approve the 2025/26 end of year Internal Audit report

Proposed by: Cllr Griffiths **Seconded by:** Cllr Veck
The Internal Audit Report was **noted** and **approved**.

v. To approve 2025/26 Annual Governance Statement

Proposed by: Cllr Griffiths **Seconded by:** Cllr Alexander
Council **approved** the 2025/26 Annual Governance Statement.

vi. To approve 2025/26 Annual Accounting Statement

Proposed by: Cllr Alexander **Seconded by:** Cllr Fabry
Council **approved** the 2025/26 Annual Accounting Statement.

c. Personnel Committee.

i. To note the draft meeting minutes of the 14th April 2026

The draft meeting minutes were **noted**.

d. Leisure & Amenities Committee:-

i. To note the draft meeting minutes of the 24th March 2026

The draft meeting minutes were **noted**.

e. Community Engagement Committee:-

i. To note the draft meeting minutes of the 7th April 2026

The draft meeting minutes were **noted**.

f. Environment & Sustainability Committee:-

i. To note the draft meeting minutes of the 10th March 2026

The draft meeting minutes were **noted**.

C1570 TO AGREE REINVESTMENT OF FIXED TERM SAVINGS

The Responsible Financial Officer provided an overview of the item to Council.

Cllr Mills asked whether 6 or 12 months has a better interest rate, the RFO confirmed the 12-month is better, Cllr Rosser asked for clarification on the interest rate.

Cllr Alexander asked about whether the interest would be added back into the Fixed Term account too, the RFO advised it was up to the Council to decide.

It was proposed that Council reinvest the amount, plus interest for another 12-month period.

Proposed by: Cllr Gallagher **Seconded by:** Cllr Mills

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

C1571 TO REVIEW MEMBERSHIP OF & RECEIVE REPORTS FROM WORKING GROUPS & TASK AND FINISH GROUPS:

a. Meridian Centre Liaison

The Town Clerk advised that the Annual Town Meeting will include a representative presenting from Morrisons Supermarkets Ltd.

b. Public Rights of Way

Cllr Gordon-Garrett gave an update on the progress of this group, that signatures are still being collected.

c. Public Safety

Cllr Alexander advised that this Working Group meets regularly and has had some successes this year, in particular the little people outside schools. A concern was raised about speeding around the Chalker's Rise estate, and updated about the Speedwatch campaign and campaign for road crossings – which has to be done by ESCC Highways, and asked that our ESCC Councillors might put some pressure onto Highways to look into this.

Cllr Campbell advised that the immediate issue from the Planning Committee is that a large number of application for double yellow lines have gone in, and also called on the ESCC Councillors for support with progressing this.

Cllr Wood also highlighted that some of the crossings on the South Coast Road have a dropped curb on one side, but not on the other.

Cllr Chapman (ESCC Councillor) asked that the Public Safety group also consider implications of one of the planning applications on South Coast Road.

C1572 TO RECEIVE REPORTS FROM OUTSIDE BODY REPRESENTATIVES

Cllr Gallagher advised that LDALC had their AGM last week, and that she has now stepped in as Chair of the Association.

C1573 TO NOTE THE OVERVIEW OF COMPLAINTS RECEIVED


The Town Clerk summarised the report.

Cllr Fabry thanked staff for their hard work in resolving complaints quickly.

Council **noted** the overview of complaints received.

C1574 TO NOTE THE COUNCILLOR ATTENDANCE RECORD

Council **noted** the Councillor attendance record.


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C1575 DATE OF NEXT MEETING - TUESDAY 7th JULY 2026 AT 7.30PM.

The next meeting was confirmed as Tuesday 7th July 2026 at 7.30pm.

There being no further business, the meeting was closed at 21:14