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Town Clerk

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

Minutes of the meeting of the Policy & Finance Committee meeting held in the Anzac Room, Community House on 5th May 2026 at 7:30pm.

Present: Cllr Griffiths (Vice-Chair), Cllr Fabry, Cllr Harman, Cllr Veck, Cllr Davies, Cllr Gallagher, Cllr Campbell

Officers: George Dyson (Town Clerk), Zoe Malone (Responsible Financial Officer).

No members of the public were in attendance

1. PF1220 CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting at 19:31, welcomed everyone, read out the Civility and Respect statement, ran through the fire exit procedure, asked for phones to be switched off, announced that the meeting was being recorded, and reminded members of the importance of confidentiality on any items listed under the confidential heading.

The Chair updated Committee on some upcoming events, including a blossom walk at the orchard, Sustainable Living fair, and the Annual Town meeting.

2. PF1221 PUBLIC QUESTIONS - *There will be a 15-minute period whereby members of the public may ask questions on any relevant POLICY & FINANCE matters.*

There were no public questions.

3. PF1222 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS.

Apologies were received from Cllr Sharkey with Cllr Gallagher substituting, Cllr Gordon-Garrett with Cllr Campbell substituting, Cllr Alexander, and Cllr Donovan.

4. PF1223 TO RECEIVE DECLARATIONS OF INTERESTS FROM COMMITTEE MEMBERS.

There were no declarations of interest.

5. PF1224 TO ADOPT THE COMMITTEE'S MINUTES OF 31st MARCH 2026

Proposed by: Cllr Fabry **Seconded by:** Cllr Harman

The minutes of 31st March 2026 were **agreed** and **adopted**.

6. PF1225 TO REVIEW THE FINANCIAL POSITION OF THE COUNCIL YEAR TO-DATE: -

a. Finance Officer's report.

The Finance Officer updated Committee about the year-end process.

Cllr Campbell asked about the amount of interest being received.

Cllr Gallagher asked about the amount being transferred into the General Reserve, the RFO clarified some of the reasons for this being high.

Cllr Gallagher further asked about expenditure for consultants on phase 1 of the Hub, and for the Map.

Cllr Campbell further asked about the budgeting of reserves for capital expenditure, for example, budgeting for replacement playground equipment. The Clerk & RFO confirmed that this would be looked at moving forward, now that General Reserves are in a healthy position.

b. Bank account & Bank Reconciliation statements (for signing).

Proposed by: Cllr Fabry **Seconded by:** Cllr Gallagher
Committee **resolved to agree** to the signing of the bank account and bank reconciliation statements.

c. Income & Expenditure report.

The Income & Expenditure report was **noted**.

d. Balance Sheet.

The Balance sheet was **noted**.

e. CIL & S.106 report (income, expenditure & bids).

The CIL & s.106 report was **noted**.

f. List of payments (for approval).

Proposed by: Cllr Gallagher **Seconded by:** Cllr Davies
Committee **resolved to approve** the list of payments.

7. PF1226 TO RECEIVE THE 2025-26 INTERNAL AUDIT REPORT

The Committee congratulated the RFO for the excellent report.

It was proposed that Committee receive the Internal Audit Report.

Proposed by: Cllr Fabry **Seconded by:** Cllr Veck
Committee **resolved to agree** to this proposal.

8. PF1227 TO AGREE TO SUBMIT CIL EXPRESSIONS OF INTERESTS TO LDC

The RFO confirmed the dates that the CIL EOI and bid has to be in by.

Cllr Gallagher gave some additional background to the recent Full Council meeting, including a conversation she had recently had with the CIL Officer.

It was proposed that the CIL TFG meeting tomorrow be authorized to agree and submit the EOI.

Proposed by: Cllr Davies **Seconded by:** Cllr Gallagher
Committee **resolved to agree** to this proposal.

9. PF1228 TO AGREE TO PROCEED WITH A FEASIBILITY STUDY REGARDING BATTERY STORAGE IN PEACEHAVEN

The Clerk summarised the proposal and background to it.

Cllr Harman spoke against the proposal, with concerns about EMF radiation.

Cllr Campbell agreed that any feasibility study would need to include a scientific assessment of the EMF radiation, as well as including feasibility of the sites, e.g. land ownership.

Cllr Gallagher highlighted the need for battery storage, and that one of the sites is on Peacehaven Town Council land. The proposal could generate income for Peacehaven Town Council, and that there is no harm in proceeding with the feasibility study.

Cllr Veck agreed that there was no harm in proceeding with a feasibility study. Cllr Davies further highlighted that this is a real opportunity for the Council to get the feasibility study done.

It was proposed to go ahead with the feasibility study, but to highlight the need for the study to include details of EMF radiation, and site assessments, including land ownership.

Proposed by: Cllr Campbell **Seconded by:** Cllr Davies
Committee **resolved to agree** to this proposal by majority, with one abstention.

10. PF1229 TO ADOPT A REVISED DIGNITY AT WORK POLICY

The Clerk summarised the background to the policy and any amendments.

It was proposed that the Dignity at Work policy be adopted.

Proposed by: Cllr Fabry **Seconded by:** Cllr Veck
Committee **resolved to agree** to this proposal.

11. PF1230 TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TFG's

a. Audit Working Group

A date is in the process of being set for the next audit.

b. Community Buildings Working Group

A meeting of this Working Group is needed soon.

The Clerk informed Committee that the repairs to the Gateway Café toilet that was affected by arson are progressing.

The Chair raised a concern about the Community Wall project which is due to be installed this week and asked for other Committee members views on this. There was a lengthy discussion on the matter.

It was felt that the artwork should be unveiled as planned, but not wall mounted at this stage, and its mounting place be decided at a later stage once the final work has been seen.

c. Funding for Community House works including Air Source Heat Pumps

This TFG has not met yet, an update will come forward soon.

d. Business Plan Review

This is ongoing, with another informal meeting to take place soon.

12. PF1231 DATE OF NEXT MEETING – TUESDAY 23RD JUNE 2026

The next meeting was confirmed as Tuesday 23rd June 2026.

13. PF1232 TO RESOLVE TO EXCLUDE PRESS AND PUBLIC FROM THE FOLLOWING ITEMS

Proposed by: Cllr Fabry **Seconded by:** Cllr Veck
Committee **resolved to exclude** press and public from the remaining 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.*

14. PF1233 UNPAID INVOICE REPORT

Committee **noted** the unpaid invoice report.

There being no further business, the meeting was closed at 20:49