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

DRAFT Minutes of the meeting of the Community Engagement Committee meeting held in the Anzac Room, Community House on Tuesday 29th September 2026 at 7.30pm

Councillors: Cllr Wood (Chair), Cllr Veck (Vice Chair), Cllr Hart, Cllr Mills, Youth Mayor Jacob Lord, Mayor's Cadet

Officers: Zoe Polydorou (Meetings & Projects Officer), Karen Bray (Information & Community Facilities Officer), Steph Georgalakis (PR Officer).

There were no members of public in attendance.

1. CCE681 CHAIR'S ANNOUNCEMENTS

The Chair opened the meeting at 19:30, read out a Civility & Respect statement, went through the building fire procedure, asked for phones to be put onto silent, reminded members of the 3-minute speaking rule, informed everyone that the meeting was being recorded.

The Chair then informed the Committee of the following:

- Mayoral Bingo 21st October
- Remembrance Sunday 8th November
- Armistice Day Monday 9th November
- Mayoral Spy-Themed Event Friday 13th November
- Mayoral Bingo 18th November
- PTC Repair Café 21st November

The Chair commented that the Civic & Events Officer was on leave until the end of October, and thanked Officers for their support with the work in their absence.

2. CCE682 PUBLIC QUESTIONS

There were no public questions.

3. CCE683 TO CONSIDER APOLOGIES FOR ABSENCE & SUBSTITUTIONS

An apology was received from Cllr Harman.

4. CCE684 TO RECEIVE DECLARATIONS OF INTEREST FROM COMMITTEE MEMBERS

There were no declarations of interest.

5. CCE685 TO ADOPT THE MINUTES FROM THE 28th JULY 2026

Proposed by: Cllr Hart **Seconded by:** Cllr Mills
Committee **resolved** to **adopt** the minutes.

6. CCE686 TO NOTE THE BUDGETARY UPDATE AND THE MAYOR'S FUNDRAISING BUDGET

The budgetary update was **noted**.

7. CCE687 TO DISCUSS AND AGREE THE PROPOSED COMMUNITY ENGAGEMENT COMMITTEE BUDGET FOR 2027/28

The Chair commented that there had been sufficient monies in the current budget.

It was proposed to agree the proposed Community Engagement committee budget.

Proposed by: Cllr Veck **Seconded by:** Cllr Hart

All in **favour**.

8. CCE688 TO NOTE THE EVENTS CALENDAR

The events calendar was **noted**.

9. CCE689 TO NOTE THE GHANA BE A GOOD NIGHT EVENT REVIEW

The event review was **noted**.

10. CCE690 TO AGREE TO SET UP A SUMMER FAIR WORKING GROUP

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

All in **favour**.

Working Group members were confirmed as: Cllr Veck, Cllr Mills, Cllr Hart, Cllr Wood.

11. CCE691 TO DISCUSS AND AGREE ANY ACTIONS RELATING A TOWN CRIER

Various advantages and disadvantages were raised by members, including a Town Crier being a good way in which to gather youth interest; that the role had historical and traditional significance, was prestigious and usually long-term; that it would benefit the Town's Civic events and help raise the town's profile, give structure to events and create a buzz. On the other hand, there was the expense of the outfit; Officer time for recruitment; and it was raised that the current lack of a Town Crier had not been missed.

Cllr Mills suggested finding out if there was interest in the role, not to rely on stand-in volunteers to carry out the role, and Cllr Hart commented that officer time to work on this item could be kept to a minimal.

Discussion digressed into events, and members mentioned low numbers of attendees, apart from the Ghana Be a Good Night, and the Mayor's Cadet suggested it was people's finances and samey events that were the issue, rather than the lack of a Town Crier.

It was proposed to advertise the Town Crier vacancy, including in the Peacehaven News, and the Peacehaven Town Council website.

Proposed by: Cllr Veck **Seconded by:** Mills

All in **favour**.

12. CCE692 TO DISCUSS AND AGREE ANY AMENDMENTS TO UPCOMING EVENTS

The Chair updated members that December's Mayoral Disco Bingo could change to 11th December to ensure that there was a Children's Christmas party this year.

The Information & Community Facilities Officer, and PR Officer updated committee that a Children's Christmas party could have craft activities, dancing, painting, music, and biscuits, that the maximum of 60 tickets could be approximately £2 each, and it could be based upon the successful Halloween party in 2024. They commented that the Council had crafting and games resources, could offer a small gift to each child, and that holding the event would be a gesture to the community, and thanked Cllr Mills for volunteering as Father Christmas.

It was proposed to hold a Children's Christmas Party on Friday 11th December, in lieu of the Disco Bingo.

Proposed by: Cllr Hart **Seconded by:** Cllr Mills

All in **favour**.

13. CCE693 TO NOTE THERE ARE NO LOGGED COMMUNITY ENGAGEMENT COMPLAINTS

The complaints log was **noted**.

14. CCE694 TO REVIEW AND AGREE THIS COMMITTEE'S ACTION PLAN AND NOTE BUSINESS PLAN PROGRESS

It was proposed to make the following amendments to the Action Plan:-

- Biannual Halloween party to be moved to next year.
- Update the Youth Mayor dates
- The Summer Fair date to be included.
- Remove the Sustainable Living Fair item

And to remove the Meridian Meander from the Business Plan

Proposed by: Cllr Veck
All in **favour**.

Seconded by: Cllr Wood

It was proposed to hold a Halloween party in 2027, as one could not be held due to the lack of a Civic & Events Officer.

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

Seconded by: Cllr Wood

15. CCE695 TO RECEIVE UPDATES FROM:-

a. Inclusion Working Group

The PR Officer updated members that the Working Group had met on 20th August and thanked all the councillors involved. They expressed that the Welcome Café was restarting on 12th October, outlined that several organisations had confirmed their attendance out of the 40 groups who had been approached, and commented that this Group loosely linked with the Communication Working Group.

b. Events Working Group

No updates were made.

c. Mayors Working Group

No updates were made.

d. Communications Working Group

The PR Officer commented the group met on 20th August, and work was being carried out on the final draft of the Communications strategy. They mentioned there would be a volunteer's page on the Peacehaven Town Council website, and the group had made a recent media release announcing 4 key autumn initiatives.

e. Youth Mayor Election TFG

Cllr Veck confirmed that dates had been set, that the TFG would meet on Friday 2nd October to discuss the initial event and the launch evening, and outlined the Youth Mayor elections process.

The Mayor's Cadet commented positively that the new timings aligned with a new Mayor.

16. CCE696 TO NOTE THE DATE FOR THE NEXT COMMUNITY ENGAGEMENT COMMITTEE MEETING AS TUESDAY 1st DECEMBER 2026

The date was **noted**.

There being no further business the meeting ended at 20:28