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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 23rd July 2024 at 7.30pm

Present: Cllr Debbie Donovan (Chair), Cllr Wendy Veck (Vice Chair), Cllr Nikki Fabry, Cllr Nick Evans, Cllr Mary Campbell, Cllr Sue Griffiths, Cllr Kiera Gordon-Garrett, Cllr Sherral Wood, Cllr Paul Davies, Cllr Aimee Harman, Cllr Ian Alexander, Cllr Cathy Gallagher, Cllr Isobel Sharkey, Cllr David Seabrook, Cllr Claude Cheta, Cllr Simon Studd, Cllr Lee Ashby-Parkin.

Officers: Zoe Malone (Responsible Financial Officer), Kevin Bray (Parks Officer), Vicky Onis (Civic, Governance, and Support Officer).

6 members of public were in attendance

C1243 MAYOR/CHAIR'S ANNOUNCEMENTS.

The Chair opened the meeting at 19:30, welcomed everyone and advised of the fire procedures, asked that mobile phones be switched off or silenced, advised that the meeting was being recorded, and informed Council of the following events:

- 24th July, Peacehaven Cinema showing the film Living
- 28th July, Civic Service at the Church of Ascension
- 28th August, Bingo in aid of Breast Cancer Now
- 30th September, Quiz night

The Chair also informed Council of recent engagements that she and the Deputy Mayor had attended.

C1244 PUBLIC SESSION.

A member of public asked a question regarding accessibility at the Oval. Cllr Seabrook indicated that he will be writing a report for next Leisure Amenities, and Environment Committee on the subject.

Another member of the public also asked a question relating to the Oval, specifically about the grass cutting. The Parks Officer highlighted that the 2022 survey of 500 houses showed the majority of the public wanted it left wild. It will be reviewed at the next Leisure, Amenities, and Environment Committee meeting on 2nd September.

Cllr Wood seated in the public seats asked some questions submitted to her from residents relating to the Neighbourhood Development Plan, particularly the use of planning consultants. Cllr Wood will send a copy of the questions and residents contact information to the Clerk for a full response.

A member of public asked if the Meridian Centre development is still happening. Cllr Donovan spoke of bird nesting season being the current cause of the delay to the development.

C1245 TO APPROVE APOLOGIES FOR ABSENCE.

Apologies were received from the Town Clerk.

C1246 TO RECEIVE DECLARATIONS OF INTERESTS.

Cllr Harman declared an interest relating to item C1257.

C1247 TO ADOPT THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON THE 21ST MAY 2024.

Proposed by: Cllr Griffiths Seconded by: Cllr Sharkey
The Council **resolved** to **adopt** the minutes of the 21st May 2024.

C1248 TO RECEIVE MINUTES, RATIFY ACTIONS & RECEIVE REPORTS ON URGENT MATTERS:-

a. Planning & Highways Committee:-

- i. To receive the meeting minutes of the 7th May 2024.**
Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Sharkey
The minutes were **agreed** and **adopted**.
- ii. To receive the meeting minutes of the 4th June 2024.**
Proposed by: Cllr Gordon-Garrett Seconded by: Cllr Gallagher
The minutes were **agreed** and **adopted**.
- iii. To note the draft meeting minutes of the 2nd July 2024.**
The 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
The Council **resolved** to **authorise** payments and signing of Bank Reconciliation statements
- ii. To receive the meeting minutes of the 30th April 2024.**
Proposed by: Cllr Alexander Seconded by: Cllr Gordon-Garrett
The minutes were **agreed** and **adopted**.
- iii. To note the draft meeting minutes of the 9th July 2024.**
The minutes were **noted**.
- iv. To agree to the Service Level Agreement with the CTLA**
There was a brief discussion about the background to this item and the RFO shared some information about the level of service that the CTLA provide.

It was proposed to agree the SLA with the CTLA.
Proposed by: Cllr Alexander Seconded by: Cllr Davies
The Council **resolved** to **agree** to this proposal.
- v. To agree to the Service Level Agreement with the Joff**
There was a discussion around the impact of the closure of the Joff and that as this is a joint SLA between Peacehaven and Telscombe Town Councils, the agreement wouldn't be in place until agreed by both.

It was proposed to agree the SLA with the Joff.
Proposed by: Cllr Alexander Seconded by: Cllr Evans
The Council **resolved** to **agree** to this proposal.

It was further proposed that as this agreement runs until 2025, that the SLA be reviewed each year to extend for further years.

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

c. Personnel Committee.

- i. To receive the meeting minutes of the 26th March 2024.**
Proposed by: Cllr Gallagher Seconded by: Cllr Donovan
The minutes were **agreed** and **adopted**.
- ii. To receive the meeting minutes of the 28th May 2024.**
Proposed by: Cllr Gallagher Seconded by: Cllr Donovan
The minutes were **agreed** and **adopted**.
- iii. To note the draft meeting minutes of the 16th July 2024.**
The minutes were **noted**.

d. Leisure, Amenities & Environment Committee;-

- i. To receive the meeting minutes of the 20th February 2024.**
Proposed by: Cllr Sharkey Seconded by: Cllr Gallagher
The minutes were **agreed** and **adopted**.
- ii. To receive the meeting minutes of the 2nd April 2024.**
Proposed by: Cllr Sharkey Seconded by: Cllr Gallagher
The minutes were **agreed** and **adopted**.
- iii. To note the draft meeting minutes of the 18th June 2024.**
The minutes were **noted**.

e. Civic & Community Events Committee:-

- i. To note the meeting minutes of the 16th April 2024.**
The minutes were **noted**.
- ii. To note the draft meeting minutes of the 25th June 2024.**
The minutes were **noted**.

C1249 TO RECEIVE AN UPDATE FROM CLLR GALLAGHER, CHAIR OF THE NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

Cllr Gallagher summarised the information in the report and answered some questions on the item.
Council **noted** the update.

C1250 TO AGREE TO COMMISSION AN ADDITIONAL REPORT ON INFRASTRUCTURE DELIVERY

Cllr Gallagher requested to withdraw this item from the agenda.

It was proposed that the item be deferred to a later meeting.

Proposed by: Cllr Donovan Seconded by: Cllr Cheta
Council **resolved** to **agree** to this proposal.

C1251 MOTION FROM CLLR GORDON-GARRETT REGARDING COMMENTS FROM THE STEERING GROUP ON RESPONSES TO THE NEIGHBOURHOOD PLAN SECTION 16 EXTRA CONSULTATION.

Cllr Gordon-Garrett summarised the report and the background to the item, that the recommendation was to share confidentially a redacted version with Councillors.

Cllr Gallagher advised that she has sought advise from the Head of Democratic Services at the District Council and a Planning Policy Officer, who have both advised not to share these responses.

It was proposed that the item be referred to the Clerk to confirm the legal information and take appropriate action based on this.

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

C1252 TO REVIEW OUTSIDE BODY REPRESENTATIVES

The following changes were made to outside body representatives:

Cllr Davies has stepped down as RBL representative, with Cllr Donovan taking on this role.

Havens Hub – Cllr Gallagher and Cllr Studd

Havens Cars – Cllr Davies and Cllr Sharkey

Cllr Harman has stepped down as the Community Garden representative, with Cllr Studd and Cllr Gallagher taking on this role.

C1253 TO RECEIVE VERBAL REPORTS FROM OUTSIDE BODY REPRESENTATIVES

Cllr Fabry provided Council with an update on PCS, particularly relating to a recent discussion about Anti-social behaviour.

Cllr Campbell gave an update on CAB and the changes to their service at Peacehaven.

Cllr Ashby-Parkin spoke about the popularity of ParkRun in Peacehaven at the moment, and it would be nice for more Councillors to participate.

Cllr Gallagher gave a brief update on the AGM at Peacehaven and Telscombe FC, as well as the recent Chamber of Commerce meeting, Parishes of the Lower Ouse meeting, and that she has now met the new director of the SDNPA.

Cllr Donovan provided an update about the work of the SCDA Community Supermarket.

C1254 MOTION FROM CLLR ASHBY-PARKIN TO AGREE THAT THE PARKRUN CONTAINER CAN REMAIN PAINTED

Cllr Ashby-Parkin introduced the item and summarised the reasons behind the report.

It was proposed that the Council agree that the container can remain painted instead of clad.

Proposed by Cllr Ashby-Parkin Seconded by Cllr Evans.
Council **resolved** to **agree** to this proposal.

C1255 TO ADOPT A COMMUNITY AND BUSINESS PLAN

There was a discussion around the detail included in the plan, and whether more information was needed in the resource allocation, it was also highlighted that the document is intended for the public to read not just internal, and that the plan is a working document that can be updated over time.

It was proposed that the Council adopt the Community and Business Plan

Proposed by Cllr Sharkey Seconded by Cllr Gallagher.

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

C1256 TO NOTE A PLANNED ARCHAEOLOGICAL DIG IN CENTENARY PARK

The Parks Officer summarised the report, which Council **noted**.

C1257 TO AGREE TO PROCEED WITH THE FUNDED OVCA PROJECT

The Parks Officer informed Council that the Clerk is waiting for a reply to some questions on this item and that a suggestion might be to defer until the answers have been received.

Cllr Griffiths highlighted that this is now holding up the project.

It was proposed that Council agree to proceed, subject to the Clerk receiving satisfactory legal advice.

Proposed by Cllr Griffiths Seconded by Cllr Gordon-Garrett.

The RFO informed Council that since this was last discussed at the recent Policy & Finance Committee meeting, only one Councillor had submitted questions to the Clerk to seek answers to.

The Council briefly discussed options for progressing this item.

The proposal was amended to propose that Council agree to hold an Extraordinary meeting once the legal advice has been received.

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

C1258 TO AGREE THAT THE GRANT AGREEMENT FOR THE HOWARD PEACE PARK ACCESSIBILITY PROJECT CAN BE EXECUTED

It was proposed that the Proper Officer be authorised to execute the Grant Agreement and that 2 Councillors can act as witness.

Proposed by Cllr Seabrook Seconded by Cllr Griffiths.

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

C1259 TO AGREE THAT THE GRANT AGREEMENT FOR THE CENTENARY PARK RESUR-FACING PROJECT RELATING TO A FOOTPATH AND CYCLE PATH CAN BE EXECUTED

It was proposed that the Proper Officer be authorised to execute the Grant Agreement and that 2 Councillors can act as witness.

Proposed by Cllr Gallagher Seconded by Cllr Campbell.

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

C1260 TO AGREE ACTIONS ON THE CAFÉ SLIDING DOORS

The Parks Officer summarised the report and the quotes received. The RFO advised that the funds can come from the Big Park 106 monies.

There was a discussion on progressing this item.

It was proposed that Council agree to proceed with the recommendation to carry out repairs to the Café Sliding Doors and to look into alternative solutions moving forward.

Proposed by Cllr Seabrook Seconded by Cllr Sharkey.

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

C1261 TO RECEIVE VERBAL UPDATES FROM THE FOLLOWING TASK AND FINISH GROUPS(TFGs):

- a. **Climate Change Working Group**
No updates as haven't met in a while due to the Climate Fair.
- b. **Youth Engagement**
Has recently held some workshops and activities with PCS.
- c. **Morrisons Development**
No update
- d. **Community & Business Plan**
Reported back earlier in agenda – this TFG can now be closed.
- e. **Public Rights of Way**
Scheduled to have a meeting in September.
- f. **Climate Fair**
Successful event came in well under budget, this TFG can now be closed.
- g. **Meridian Walk**
On 26th July the group will be meeting with an illustrator, hopefully to launch on 21st August.

h. Communications, Advertising, and Promotion

Cllr Campbell advised that lots of work had taken place earlier in the year, and that the TFG is waiting for the new PR Officer to be settled in to become active again.

i. Sussex Nature Recovery

Cllr Gordon-Garrett has attended 2 webinars and will prepare a report for discussion soon.

C1262 DATE OF NEXT MEETING – TUESDAY 8TH OCTOBER 2024 AT 7.30PM.

There being no further business, the meeting closed at 21:10