



Seaford Town Council

Minutes of a special meeting of the **Seaford Town Council** held in **The Council Chamber, 37 Church Street, Seaford**, on **Wednesday, 17^h March, 2010**, at **7.00 pm**.

Present:

Councillor T A Willis (Mayor)
Councillor J.H. Freeman (Leader of the Council)
Councillor L.E. Holland (Leader of the Minority Group)
Councillors P.A. Bower, R.C.S. Brown, E.N. Collict, R.F. Collict, C. Conil,
M.P. Cornforth, C.S. Lambert, J.C. Peterson, P.L. Bennett, R.J. Sinclair, I.J. White, R.P. Taylor
and L. Wallraven.

C.74 Apologies for Absence

Apologies for absence were received from Councillors R.E. Allen, B.W. Groves, and R.W. Bennett.

C.75 Disclosure by Members of Personal Interests in Matters on the Agenda

Councillor I.J. White declared a personal interest in agenda item 8, Golf Course Clubhouse Options Appraisal, as he is a member of the Seaford Head Golf Club.

Councillor L.E. Holland declared a personal interest in agenda item 5 as he is a member of Royal Society of St George.

C.76 Public Participation

Name

Question or Comment

Mr. White Asked about progress in re-opening the Crypt Gallery

The Town Clerk advised that legal documentation was still being checked by the council's legal advisors. The Crypt Management Committee had met this afternoon and were now taking bookings. Councillor Taylor added that a grand opening was planned for 1st May 2010.

C.77 Grievance Policy, Disciplinary Procedure and Dignity at Work Policy

Councillor R. Collict said that these were being introduced as the current policies were out of date. Some minor amendments were requested to the Disciplinary Procedure. (To de-personalise the document removing references to "you" and "your" and in relation to bribery at section 3.1.2 to remove the words "from suppliers")

C77.1 It was **RESOLVED** to adopt the Grievance Procedure in Appendix 1 of report 152/09

C77.2 It was **RESOLVED** to adopt the amended Disciplinary Procedure in Appendix 2 of

report 152/09 subject to the amendments detailed above.

C77.3 It was **RESOLVED** to adopt the Dignity at Work Policy in Appendix 3 of report 152/09

C77.4 It was **RESOLVED** to introduce a Discipline and Grievance Sub-Committee and an Appeals Sub-Committee as Sub-Committees of the Finance & General Purposes Committee.

C77.5 It was **RESOLVED** to delegate authority to the two sub-committees to deal with matters of discipline/grievance and appeals as appropriate in accordance with Seaford Town Council policy and procedure.

C77.6 It was **RESOLVED** to appoint five elected members as the Discipline and Grievance Sub-Committee and five elected members as the Appeals Sub-Committee on a three to two proportionality. (These nominations would be made before the end of the week)

C77.7 It was **RESOLVED** that at any one time, three of the Sub-Committee Members would make up a panel for a hearing.

C.78 St Georges Day Update

It was **RESOLVED** that report 157/09 be **NOTED**. The Mayor added that she was holding a 60's Dance at the Constitutional Club on the evening of St Georges Day.

C.79 Community Interest Company Registered Office Request

Questions were asked if the Police were in agreement with this proposal and the Town Clerk said that there had no objections.

C79.1 It was **RESOLVED** that the Community Interest Group be granted permission to use 37, Church Street as their registered address without charge.

C79.2 It was **RESOLVED** that Seaford Town Council becomes a subscribing organisation of the Community Interest Company at no initial cost to the council.

C.80 Exclusion of the Press and Public.

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960 the Mayor exclude the press and public from the meeting during the discussion of agenda item 8 as the matter concerns confidential business information.

C.81 Golf Course Clubhouse Options Appraisal

C81.1 It was **RESOLVED** that a case for replacing the clubhouse had been demonstrated and that negotiations proceed with the favoured contractor with a view to progressing the replacement golf clubhouse to the planning stage including making a planning application.

C81.2 It was **RESOLVED** that the Council's preferred option was Option 2 of Report 196/09

C81.3 It was **RESOLVED** that a draft Business Plan on Option 2 of Report 196/09 be presented to a meeting of the Council within 3 months.

Councillor Freeman thanked the Councillors and Officers of Seaford Town Council for their hard work in this matter.

The meeting finished at 8.47pm.

Councillor T.A. Willis
Mayor