



## Seaford Town Council

### Community Services Committee

Minutes of the meeting of the **Community Services Committee** held at **37 Church Street, Seaford** on **Thursday, 18<sup>th</sup> March 2009**, at **7.00 pm**.

#### **Present:**

Councillor R P Taylor (Chair)  
Councillor L E Holland (Leader of the Minority Group, Ex-officio)  
Councillors R E Allen, J H Freeman, T Willis, J C Peterson, L Wallraven, R Collict,  
M Cornforth R C S Brown, C Conil and R W Bennett.  
Mrs S J Shippen, Mr B King, and Mr K Gordon, Seaford Town Council.

#### **CS 78 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors P L Bennett, and P A Bower,

#### **CS 79 Minutes**

The minutes of the meeting held on 14<sup>th</sup> January 2010 were **APPROVED** as a correct record.

#### **CS 80 Disclosure by Members of Personal Interests in Matters on the Agenda**

Councillor R E Allen - prejudicial interest in item 9 as he is a member of the theatrical company concerned, also a prejudicial interest in item 22 as his wife is the Administrator of the Crypt Management Committee.

Councillor J H Freeman - prejudicial interest in item 13 as he is friends with a neighbour of the club, also a prejudicial interest in item 16 as he is an allotment holder.

Councillor R Collict - a prejudicial interest in item 16 as her husband is an allotment holder.

Councillor R Bennett - a prejudicial interest in item 13 as he is a friend of the Chairman of the Club.

Councillor R Brown - a prejudicial interest in item 16 as he is an allotment holder, also a prejudicial interest in item 12 as he is a member of the Seaford Theme Group.

Councillors R Brown and L Wallraven – a prejudicial interest in item 8 as they had attended the public consultation and made comments in the public record book.

Councillor C Conil - a prejudicial interest in item 12 as he is a member of the Seaford Theme Group.

## CS 81 Public Participation

### Participant

### Matter Concerning

Mrs Jill Allen	Item 9 - Speaking as a trustee of the Rude Mechanical Theatre Company, advising that they produced original material and (apart from the actors) all staff were unpaid. She asked the council for their Support.
Cllr R Sinclair	Items 6 & 9 – Expressed his support for the groups involved in these items.
Mr John Smith	Item 8 – Speaking for Seaford Town Football Club gave details of the public consultation in this matter. There had been no negative views expressed.
Mr Bob Gower	Items 9/10/11 - Asked about the funding for letting the Football and Bowling areas of the Crouch.  <i>The Town Clerk advised that presently the funds were held by Lewes District Council but did not object to Seaford Town Council handling the money in the future.</i>
Mr David Swaysland	Item 16 – Introduced himself as the new Chairman of Seaford Allotment and Leisure Gardens Society. He looked forward to working with the council and said that the allotments were well managed with less than 1% of defaulters each year.
Mr Mark Williams	Item 12 – Invited the council to take a strong stance regarding graffiti on the Seafront. There had been graffiti on a council owned kiosk which had not been removed for weeks.  <i>The Town Clerk said that the tenants of the property had 28 days to ‘undertake repairs’ which would included the removal of graffiti. It was unfortunate that this graffiti had been done just before the change of tenant.</i>

## CS 82 Finance Report

Members considered report 1949 concerning the budget position for the period to 28<sup>th</sup> February 2010

It was **AGREED** that the report be **NOTED**.

## CS 83 Seaford Youth Forum – Outdoor Gym Equipment

The Town Clerk said that Seaford Town Council had been working with the Seaford Youth Forum. She had hoped they would attend the meeting to give a report however it was felt that the Crouch was the favoured location but further consultation would take place. The equipment would be multiple-use and of benefit to young and old.

Councillor Willis expressed concern about the financial implications for the town.

It was **AGREED** that the officers of Seaford Town Council should assist the Youth Forum, in developing the project bearing in mind issues raised in the two ‘vision meetings’

It was **AGREED** that Seaford Town Council would take ownership and maintenance for the equipment, once installed

It was **AGREED** to **REQUEST** a further report including details as to the proposed size and location of the equipment including cost implications.

**CS 84     Salts Recreation Ground – Water Main replacement options and cost analysis**

Members considered report 182/09 and the Projects and Facilities Manager gave an overview of the project, outlining the three options. The Town Clerk was asked to investigate a loan to carry out the works.

It was **AGREED** to recommend that Tenderer B be selected for the contract undertaking works in line with Option 1, subject to the appropriate Public Liability cover being in place.

It was **AGREED** to approve a contingency of £1,000 for additional works if necessary for the branch main to the Rugby Club.

It was **AGREED** to approve an amount not exceeding £15,950 from the Council’s General Reserve to fund these works on a temporary basis and the Town Clerk to investigate further ways of financing this work.

Mr King was thanked by the committee for his work on this matter

**CS 85     Seaford Town Football Club (STFC) – Construction of new spectator stand**

*Councillors Brown and Wallraven left the meeting.*

Members considered report 183/09. It should be noted that remedial work was to the wall surrounding the War Memorial, not the memorial itself.

It was **AGREED** to approve the design and materials of the new spectators stand at Seaford Town Football Club taking into consideration the results of the public consultation undertaken by them, and the comments received from the Sussex Police.

*Councillors Brown and Wallraven returned to the meeting.*

**CS 86     Friends of the Crouch – Request for Theatrical Performances**

Members considered report 200/09. Councillor Brown said that this proposal would enliven the area which had not been used for events for many years however the needs of nearby residents should be considered.

It was **AGREED** to the request of the Friends of the Crouch as outlined in Report 200/09.

It was **AGREED** to levy a charge of £40 for this event.

It was **RESOLVED** to request a report on the event, and in the light of this to consider delegation to agree similar requests in the future.

#### **CS 87 Crouch – Children’s Play Area – New Design and Equipment**

Members considered report 184/09. The source of the funds from Lewes District Council were discussed (as to whether they came from ‘Sec 106’ funds)

The design for the new play area, as put forward by Lewes District Council was **AGREED**

It was **AGREED** that the process of public consultation be delegated to the Town Clerk and Projects and Facilities Manager in consultation with the Chair and Vice Chair of the Community Service Committee, to approve any final alterations and/or commencement of work, having taken into consultation the views of the public and the need for an urgent replacement of those facilities.

It was **AGREED** to request clarification from Lewes District Council for details of the source of 106 monies being used to fund this project.

#### **CS 88 Crouch Bowling Club – Internal Alterations**

Members considered report 185/09.

It was **AGREED** to approve the proposed internal additions within the Crouch Bowling Club pavilion building, subject to the works being in accordance with current building regulations.

It was **AGREED** to delegate authority to the Town Clerk and Projects and Facilities Manager to provide written approval for work to commence subject to the relevant approvals being obtained from Building Control and to monitor the execution of the works.

#### **CS 89 Seafront Theme Group – Progress Report**

*Standing Order 74 was suspended to allow Mr Keith Blackburn to give a report.*

Members considered report 198/09. Councillors expressed their thanks to Mr Blackburn and the Environmental Agency for the progress made.

Members asked that section 3.2 of report 198/09 be amended to include “Safeguard the sea defence role of the beach” Mr Blackburn had no objections to this amendment.

It was **AGREED** to support the vision as containing in paragraph 3 of the amended report .

It was **NOTED** that the Seaford Community Partnership directors will be considering the ideas of the Seaford Theme Group for improving the seafront.

**CS 90 Seaford Cricket Club – Proposed amendment to the location of the pavilion extension.**

Mr Court gave members an overview of the proposals.

*Standing order 74 was re-instated.*

A recorded vote was requested on the recommendations.  
Councillors R E Allen, R F Collicot, M P Cornforth, J C Peterson and L Wallraven who are members of the Planning committee abstained.

Councillors R W Bennett, R C S Brown, C Conil and R P Taylor voted for the recommendations.

It was **AGREED** in principle, to the new location of the Pavilion Extension as per the plans in Appendix B of report 197/09, and the Leasing of the required land, subject to costs being met by Seaford Cricket Club and the satisfactory amelioration following development.

The relocation of the practice nets and strips at the earliest opportunity to allow the season to start with the strips available for use in their proposed location was **APPROVED**.

**CS 91 Poynings Town – Archaeological Investigations**

Members considered report 186/09.

It was **AGREED** to permit the proposed archaeological studies to be undertaken on land within the ownership of Seaford Town Council provided all other affected parties are in support, and a copy of the resultant survey is provided free of charge to Seaford Town Council and to the Chair of the Nature Reserve.

**CS 92 Signs Project**

Members considered report 202/09.

Members said that there was a need for a comprehensive review of signage in the town.

It was **AGREED** in principle to support a partnership project aimed at improving signage in the town

It was **AGREED** to request a sum of up to £3,000 from Finance & General Purposes Projects budget to be contributed to the project.

It was **AGREED** that the Town Clerk take a lead role in developing the project in partnership with others.

**CS 93     Seaford Allotment and Leisure Garden Society (SALGS) – Management Agreement Renewal**

*Councillor Brown left the meeting.*

Members considered report 187/09 and there was a discussion about the boundaries of the allotment.

The continuation of the agreement under its original terms until the matters in report 187/09 can be resolved was **APPROVED**.

It was **AGREED** to delegate authority to the Town Clerk and the Projects and Facilities Manager to continue negotiations with SALGS on a new agreement subject to final approval by the Community Services Committee.

*Councillor Brown rejoined the meeting*

**CS 94     Removal of Play Equipment at the Salts Recreation Ground.**

Members considered report 186/09. There was concern about the distribution of play equipment in the town. Councillor Freeman said that he knew that section 106 money was available and would make a formal request to establish why it is not being made available.

The removal of the seesaw unit at the Salts children's play area due to poor condition and increasing safety risk, was **APPROVED**

The increasing lack of play equipment arising from the removal of the seesaw was **NOTED**.

It was **AGREED** to instruct the Town Clerk to seek funds for replacement of this equipment at the earliest opportunity.

It was **AGREED** to request that the Projects and Facilities Manager to submit a report to the next committee on the refurbishment or acquisition of new equipment at the Salts.

**CS 95     Field Hire – Terms and Conditions amendments**

Members considered report 190/09.

Changes within the Terms and Conditions for Field Hire, proposed by the Town Clerk and the Projects and Facilities Manager were **APPROVED**.

**CS 96     Normansal Park open space – tree works**

Members considered report 188/09.

The use of funds of £190.00 for tree works at Normansal Park was **APPROVED**.

**CS 97      Diversion of the Vanguard Way in Seaford Head Nature Reserve**

Members considered report 193/09.

The official diversion of the footpath known as the Vanguard Way was **APPROVED**  
An authority was delegated to the Projects and Facilities Manager to provide the required written approval.

**CS 98      Old Town Hall – Lease Renewal with St James Trust**

Members considered report 199/09.

The renewal of the lease under the existing terms for a further period of five years commencing on 1<sup>st</sup> April 2010 was **APPROVED**.

Rental of £1,275 for the length of the agreement was **APPROVED**.

Responsibility was delegated to the Town Clerk, Chair and Vice Chair of the Community Services Committee to seal the lease on behalf of the council.

**CS 99      Crypt Gallery and Management Committee – Progress Report**

Mr King gave an update to members and said that it was hoped that the Crypt would be reopened in May.

Members considered report 191/09 which was NOTED.

The meeting closed at 8.40pm.

Councillor R.P. Taylor  
Chair