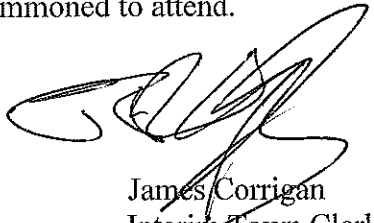




Seaford Town Council

To the Members of the Community Services Committee

A meeting of the of the **Community Services Committee** will be held at **37 Church Street, Seaford** on **Thursday 24 July 2014** at **7.00 pm** which you are summoned to attend.



James Corrigan
Interim Town Clerk
18 July 2014

Agenda

1. Apologies for Absence and Declaration of Substitute Members

2. Minutes

To approve the minutes of the meeting held on 22 May 2014.

3. Disclosure of Interests

To deal with any disclosure by Members of any discloseable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

4. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 1 and Seaford Town Council Policy.

5. Finance Report

To consider report 73/14 concerning the Finance Report (pages 3 to 9).

6. Projects and Facilities Manager Update Report

To consider report 72/14 informing members on progress and actions relating to Seaford Town Council assets and services (pages 11 to 14).

7. The Base

To consider report 69/14 to arrange for the transfer of the Management of The Base building to the Base Committee subject to certain conditions (pages 15 to 18).

8. Seaford Head Estate Advisory Group

To consider report 66/14 on the status of Seaford Head Estate Advisory Group (pages 19 to 31).

9. Tour of Britain Update

To consider report 70/14 to inform members of developments and proposed actions in relation to the Tour of Britain 2014 (pages 33 to 34).

10. Seagull Proof Bin Liners

To consider report 67/14 of the feasibility of the Council selling reuseable seagull-proof sacks to residents (pages 35 to 36).

11. Eric Slater Trail Notice Board

To consider report 71/14 to seek permission for the installation of a notice board displaying the Eric Slater Trail on the outside of the Martello toilet building (pages 37 to 40).

For further information about items appearing on this Agenda please contact James Corrigan, Interim Town Clerk, 37 Church Street, Seaford, BN25 1HG. Telephone 01323 894870.

Circulation:

Committee: Councillor B M Warren (Chairman), Councillor S Dunn (Vice-Chairman), Councillors R E Allen (ex-officio), M Brown (ex-officio), G Cork, P Franklin (ex-officio), T Goodman, A Hayder, P Heseltine, A Latham (ex-officio), L Lord, S McStravick, L Wallraven, A White.

For information: Councillors S Adeniji, B Burfield, S J Gauntlett, B Groves, R Needham and I White.



Seaford Town Council

Report 73/14

Agenda Item No:	5
Committee:	Community Services Committee
Date:	24 July 2014
Title:	Finance Report
By:	Lucy Clark, Support Services Manager
Purpose of Report:	To inform members of the Community Services Committee of Income and Expenditure for the period 1 April 2013 to 30 June 2014.

Recommendations

You are recommended:

- 1. To approve the report.**
-

1. Information

- 1.1** Attached at Appendix A are the statements detailing income and expenditure for the period 1 April 2013 to 30 June 2014 compared to the projected annual budget.
- 1.2** Overall, except noted below, the budget % for the period is broadly in line with the projected annual budget.
- 1.3** Where negative expenditure amounts are shown, this is due to year end accruals which will be accounted for within the second quarter.
- 1.4** Other variances may be explained as:
 - (a)** Salts Ground Maintenance (4261-105) – the budget has increased to £6,000. This is due to money from the EMR for the Cricket Club New Carpet being transferred to this budget code in order to pay for the new carpet which will also show as expenditure in this code during July. Therefore the increased budget will be offset by the additional expenditure.
 - (b)** Equipment Purchase (4272/105) – the amount of £852 relates to replacement basketball hoops.
 - (c)** Income Base Rent (1071/105) – the amount is showing as zero due to the income having been coded to the overall income code for the Salts. The

amount that has been received for the base is currently showing as £331.58
(This amount will be transferred to the correct income code).

2. Financial Appraisal

The financial implications in this report are outlined in Section 1 of this report.


3. Contact Officer

The Contact Officer for this report is Lucy Clark, Support Services Manager. As it is not intended that I attend the meeting, please contact me prior to the meeting, if you have any questions regarding this report.

Support Services Manager



Interim Town Clerk



17/07/2014

Seaford Town Council 2014/2015

15:00

Detailed Income & Expenditure by Budget Heading 30/06/2014

Page No 1

Month No : 3

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>Community Services</u>							
<u>105</u>	<u>Salts Recreation Ground</u>						
4051	Rates	176	593	417		417	29.6 %
4052	Water & Sewerage	510	2,937	2,427		2,427	17.4 %
4055	Electricity	0	350	350		350	0.0 %
4115	Insurance	2,913	2,879	-34		-34	101.2 %
4201	Cleaning	0	1,476	1,476		1,476	0.0 %
4251	Dog Bin Emptying	0	1,572	1,572		1,572	0.0 %
4260	Grounds Maintenance Contract	-543	94,026	94,569		94,569	-0.6 %
4261	Grounds Maint non contract	764	6,500	5,736		5,736	11.7 %
4272	Equipment Purchase	852	0	-852		-852	0.0 %
	Salts Recreation Ground :- Expenditure	4,672	110,333	105,661	0	105,661	4.2 %
1050	Income Rent	1,004	1,043	-39			96.2 %
1051	Income Insurance Recharge	967	1,237	-270			78.1 %
1058	Income Water Recharge	819	1,971	-1,152			41.5 %
1066	Income Concession	15,800	15,800	0			100.0 %
1071	Income Base Rent	0	300	-300			0.0 %
	Salts Recreation Ground :- Income	18,589	20,351	-1,762			91.3 %
	Net Expenditure over Income	-13,917	89,982	103,899			
<u>106</u>	<u>Crouch Recreation Ground</u>						
4052	Water & Sewerage	28	2,119	2,091		2,091	1.3 %
4055	Electricity	56	289	233		233	19.3 %
4115	Insurance	1,735	1,654	-81		-81	104.9 %
4251	Dog Bin Emptying	0	1,310	1,310		1,310	0.0 %
4260	Grounds Maintenance Contract	-339	50,684	51,023		51,023	-0.7 %
4261	Grounds Maint non contract	299	3,500	3,201		3,201	8.5 %
	Crouch Recreation Ground :- Expenditure	1,779	59,556	57,777	0	57,777	3.0 %
1050	Income Rent	827	2,425	-1,598			34.1 %
1051	Income Insurance Recharge	1,006	719	287			139.9 %
1054	Income Other	40	0	40			0.0 %
1057	Income Electricity Recharge	126	145	-19			86.8 %
	Crouch Recreation Ground :- Income	1,998	3,289	-1,291			60.8 %
	Net Expenditure over Income	-219	56,267	56,486			

Month No : 3

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>107</u>	<u>Martello Fields</u>						
4251	Dog Bin Emptying	0	1,047	1,047		1,047	0.0 %
4260	Grounds Maintenance Contract	261	6,087	5,826		5,826	4.3 %
4261	Grounds Maint non contract	694	2,000	1,306		1,306	34.7 %
	Martello Fields :- Expenditure	<u>955</u>	<u>9,134</u>	<u>8,179</u>	<u>0</u>	<u>8,179</u>	<u>10.5 %</u>
1050	Income Rent	3,033	3,400	-367			89.2 %
1054	Income Other	69	0	69			0.0 %
	Martello Fields :- Income	<u>3,101</u>	<u>3,400</u>	<u>-299</u>			<u>91.2 %</u>
	Net Expenditure over Income	<u>-2,146</u>	<u>5,734</u>	<u>7,880</u>			
<u>108</u>	<u>Other Open Spaces</u>						
4051	Rates	185	617	432		432	30.0 %
4052	Water & Sewerage	-30	71	101		101	-42.3 %
4251	Dog Bin Emptying	0	1,572	1,572		1,572	0.0 %
4260	Grounds Maintenance Contract	254	20,065	19,811		19,811	1.3 %
4261	Grounds Maint non contract	840	3,500	2,660		2,660	24.0 %
	Other Open Spaces :- Expenditure	<u>1,249</u>	<u>25,825</u>	<u>24,576</u>	<u>0</u>	<u>24,576</u>	<u>4.8 %</u>
	Net Expenditure over Income	<u>1,249</u>	<u>25,825</u>	<u>24,576</u>			
<u>113</u>	<u>Crypt</u>						
4051	Rates	1,635	5,498	3,863		3,863	29.7 %
4052	Water & Sewerage	-28	200	228		228	-14.1 %
4055	Electricity	47	876	829		829	5.4 %
4056	Gas	489	2,214	1,725		1,725	22.1 %
4105	Postage	0	10	10		10	0.0 %
4106	Stationery	0	100	100		100	0.0 %
4110	Advertising & Publicity	-45	300	345		345	-15.0 %
4115	Insurance	746	1,204	458		458	62.0 %
4199	Other Expenditure	0	50	50		50	0.0 %
4201	Cleaning	18	500	482		482	3.6 %
	Crypt :- Expenditure	<u>2,862</u>	<u>10,952</u>	<u>8,090</u>	<u>0</u>	<u>8,090</u>	<u>26.1 %</u>
1050	Income Rent	1,150	5,250	-4,100			21.9 %
	Crypt :- Income	<u>1,150</u>	<u>5,250</u>	<u>-4,100</u>			<u>21.9 %</u>
	Net Expenditure over Income	<u>1,712</u>	<u>5,702</u>	<u>3,990</u>			

Month No : 3

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>115</u>	<u>Martello Tower</u>						
4115	Insurance	2,143	2,123	-20		-20	100.9 %
	Martello Tower :- Expenditure	<u>2,143</u>	<u>2,123</u>	<u>-20</u>	<u>0</u>	<u>-20</u>	<u>100.9 %</u>
	Net Expenditure over Income	<u>2,143</u>	<u>2,123</u>	<u>-20</u>			
<u>116</u>	<u>Seaford Head Estate</u>						
4115	Insurance	1,200	1,188	-12		-12	101.0 %
4251	Dog Bin Emptying	0	1,048	1,048		1,048	0.0 %
4260	Grounds Maintenance Contract	192	1,750	1,559		1,559	10.9 %
4261	Grounds Maint non contract	152	2,250	2,098		2,098	6.8 %
4500	Nature Reserve Expenses	-3,054	10,500	13,554		13,554	-29.1 %
	Seaford Head Estate :- Expenditure	<u>-1,511</u>	<u>16,736</u>	<u>18,247</u>	<u>0</u>	<u>18,247</u>	<u>-9.0 %</u>
1050	Income Rent	1,875	3,750	-1,875			50.0 %
1053	Income Grants	0	6,534	-6,534			0.0 %
1066	Income Concession	4,070	4,070	0			100.0 %
1200	Income Nature Reserve	229	2,000	-1,771			11.5 %
	Seaford Head Estate :- Income	<u>6,174</u>	<u>16,354</u>	<u>-10,180</u>			<u>37.8 %</u>
	Net Expenditure over Income	<u>-7,685</u>	<u>382</u>	<u>8,067</u>			
<u>117</u>	<u>Seafont</u>						
4052	Water & Sewerage	38	170	132		132	22.2 %
4055	Electricity	330	2,200	1,870		1,870	15.0 %
4115	Insurance	503	508	5		5	99.1 %
4201	Cleaning	0	50	50		50	0.0 %
4253	Shelters	360	1,848	1,488		1,488	19.5 %
4261	Grounds Maint non contract	388	2,500	2,112		2,112	15.5 %
	Seafont :- Expenditure	<u>1,619</u>	<u>7,276</u>	<u>5,657</u>	<u>0</u>	<u>5,657</u>	<u>22.3 %</u>
1050	Income Rent	266	0	266			0.0 %
1057	Income Electricity Recharge	730	2,200	-1,470			33.2 %
1058	Income Water Recharge	133	70	63			189.8 %
1066	Income Concession	39,555	39,555	0			100.0 %
	Seafont :- Income	<u>40,684</u>	<u>41,825</u>	<u>-1,141</u>			<u>97.3 %</u>
	Net Expenditure over Income	<u>-39,065</u>	<u>-34,549</u>	<u>4,516</u>			
<u>118</u>	<u>Beach Huts</u>						
4051	Rates	723	2,417	1,694		1,694	29.9 %

Month No : 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4115 Insurance	1,053	1,062	9		9	99.1 %
Beach Huts :- Expenditure	<u>1,776</u>	<u>3,479</u>	<u>1,703</u>	<u>0</u>	<u>1,703</u>	<u>51.0 %</u>
1054 Income Other	5	0	5			0.0 %
1060 Beach Huts Site Licence	14,905	14,880	25			100.2 %
1061 Beach Hut Annual Rent	11,430	11,430	0			100.0 %
Beach Huts :- Income	<u>26,340</u>	<u>26,310</u>	<u>30</u>			<u>100.1 %</u>
Net Expenditure over Income	<u>-24,564</u>	<u>-22,831</u>	<u>1,733</u>			
<u>119</u> <u>Old Town Hall</u>						
4115 Insurance	184	183	-1		-1	100.8 %
Old Town Hall :- Expenditure	<u>184</u>	<u>183</u>	<u>-1</u>	<u>0</u>	<u>-1</u>	<u>100.8 %</u>
1050 Income Rent	638	1,275	-638			50.0 %
1051 Income Insurance Recharge	184	183	1			100.8 %
Old Town Hall :- Income	<u>822</u>	<u>1,458</u>	<u>-636</u>			<u>56.4 %</u>
Net Expenditure over Income	<u>-638</u>	<u>-1,275</u>	<u>-638</u>			
<u>125</u> <u>Allotments</u>						
4199 Other Expenditure	157	967	810		810	16.2 %
4260 Grounds Maintenance Contract	-117	0	117		117	0.0 %
Allotments :- Expenditure	<u>40</u>	<u>967</u>	<u>927</u>	<u>0</u>	<u>927</u>	<u>4.1 %</u>
1050 Income Rent	855	861	-6			99.3 %
1054 Income Other	231	967	-736			23.9 %
Allotments :- Income	<u>1,086</u>	<u>1,828</u>	<u>-742</u>			<u>59.4 %</u>
Net Expenditure over Income	<u>-1,046</u>	<u>-861</u>	<u>185</u>			
<u>130</u> <u>Other Recreation</u>						
4410 Swimming Pool	0	10,000	10,000		10,000	0.0 %
Other Recreation :- Expenditure	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0.0 %</u>
Net Expenditure over Income	<u>0</u>	<u>10,000</u>	<u>10,000</u>			
<u>134</u> <u>CCTV</u>						
4055 Electricity	-48	1,656	1,704		1,704	-2.9 %
4115 Insurance	899	907	8		8	99.1 %
4270 Vehicles & Equipment Maint	0	1,000	1,000		1,000	0.0 %
4276 CCTV	6,817	9,285	2,468		2,468	73.4 %
CCTV :- Expenditure	<u>7,668</u>	<u>12,848</u>	<u>5,181</u>	<u>0</u>	<u>5,181</u>	<u>59.7 %</u>
Net Expenditure over Income	<u>7,668</u>	<u>12,848</u>	<u>5,181</u>			

Month No : 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>135</u> <u>Community Service Other</u>						
4115 Insurance	188	140	-48		-48	134.2 %
4195 Community Services Events Exp	61	200	139		139	30.4 %
4262 Tree Warden Expenses	0	2,310	2,310		2,310	0.0 %
4273 Christmas Lights	1,624	13,000	11,376		11,376	12.5 %
4281 Christmas Event Expenses	130	0	-130		-130	0.0 %
4290 Physical Activity Proj Expenses	300	8,000	7,700		7,700	3.8 %
Community Service Other :- Expenditure	<u>2,303</u>	<u>23,650</u>	<u>21,347</u>	<u>0</u>	<u>21,347</u>	<u>9.7 %</u>
1065 Income Xmas Lights	0	500	-500			0.0 %
1070 Income Community Serv Events	735	0	735			0.0 %
1072 Income Tree Wardens	315	0	315			0.0 %
1075 Income Christmas Event	0	400	-400			0.0 %
Community Service Other :- Income	<u>1,050</u>	<u>900</u>	<u>150</u>			<u>116.7 %</u>
Net Expenditure over Income	<u>1,253</u>	<u>22,750</u>	<u>21,497</u>			
<u>220</u> <u>Building Maintenance Pool</u>						
4275 Building Maintenance	1,263	6,000	4,737		4,737	21.1 %
Building Maintenance Pool :- Expenditure	<u>1,263</u>	<u>6,000</u>	<u>4,737</u>	<u>0</u>	<u>4,737</u>	<u>21.1 %</u>
Net Expenditure over Income	<u>1,263</u>	<u>6,000</u>	<u>4,737</u>			
<u>225</u> <u>Projects Pool</u>						
4274 Projects Expenditure	-7,127	35,000	42,127		42,127	-20.4 %
Projects Pool :- Expenditure	<u>-7,127</u>	<u>35,000</u>	<u>42,127</u>	<u>0</u>	<u>42,127</u>	<u>-20.4 %</u>
Net Expenditure over Income	<u>-7,127</u>	<u>35,000</u>	<u>42,127</u>			
<u>301</u> <u>Planning & Highways</u>						
4199 Other Expenditure	0	400	400		400	0.0 %
4263 Bus Shelter Maintenance/Clean	54	750	696		696	7.2 %
Planning & Highways :- Expenditure	<u>54</u>	<u>1,150</u>	<u>1,096</u>	<u>0</u>	<u>1,096</u>	<u>4.7 %</u>
Net Expenditure over Income	<u>54</u>	<u>1,150</u>	<u>1,096</u>			
Community Services :- Expenditure	<u>19,929</u>	<u>335,212</u>	<u>315,283</u>	<u>0</u>	<u>315,283</u>	<u>5.9 %</u>
Income	<u>100,994</u>	<u>120,965</u>	<u>-19,971</u>			<u>83.5 %</u>
Net Expenditure over Income	<u>-81,065</u>	<u>214,247</u>	<u>295,312</u>			

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Seaford Town Council

Report 72/14

Agenda Item No:	6
Committee:	Community Services
Date:	24 July 2014
Title:	Projects & Facilities Manager update report
By:	Ben King – Projects & Facilities Manager
Purpose of Report:	To inform members on progress and actions relating to Seaford Town Council assets and services.

Recommendations

You are recommended:

1. To note the contents of the report.
-

1. Information

1.1 Seafront

Martello Shelter The seafront shelter at Martello was removed on 20th June and is currently being refurbished. The shelter will be reinstalled around 25th July and will be coloured green to match other seafront furniture.

Mixed waste bins After much negotiation with the manufacturer, replacement litter bins are being supplied for the seafront, design and quantity will remain the same however capacity will be as intended when the project was rolled out in 2013. The results will be monitored to see how the bins perform through peak season.

Lifbelts Following the progressive loss of life saving equipment and after further investigation into ownership and responsibility Lewes District Council have upgraded and restored the quantity of lifebelts along the seafront.

Directional Plaque Following completion of Seaford Martello Rotary's project to install a directional plaque on the seafront, the site is visited regularly and provides another positive focal point along the seafront.

1.2 The Salts

Basketball Hoops The replacement basketball hoops are now in stock and ready for installation, some additional parts will need to be manufactured to support the new boards and this should be completed by the date of the Community Services Committee meeting.

Signage New signage panels will be installed at the Richmond Road and Park Road entrances where there are already sign boards in place, the new signs will provide the relevant contact details for the Council's and the other organisations operating at The Salts.

Football Premier Mini Soccer with their range of youth football teams; having lost their home at Newlands, have now made arrangements for their training sessions to take place at The Salts. Utilising a small area away from designated pitch spaces, these bookings will be managed in house. Their matches are also proposed to be played at The Salts in the approaching football season, with bookings being managed through the grounds maintenance contractor Burleys.

1.3 Crouch Gardens

Children's Play area The Climbing frame at the play area was vandalised in June where a number of teenagers/young people found that a tool supplied with their mini scooters matched the fixings on the climbing frame, several ropes and climbing hoops were dismantled, many fixings were retrieved however a quantity still needed to be ordered costing approximately £70, cost of refitting will also need to be met.

Bowling Club Roof A flat roof at the Crouch Bowling Club is in need of replacement, this is hoped to commence very shortly but is currently part of an Insurance Claim.

Gateway New surfacing has been completed in the main gateway between the first team football pitch and children's play space; this will improve access through this particular part of the site and provides scope for additional footpaths in future, potentially linking up primary access points within the site.

Signage New signage panels will also be produced for Crouch Gardens, the frames are the same design and size as The Salts, and the design of the sign itself will vary slightly, but will be similar in design to elements used in the Crouch Gardens leaflet, produced by Friends of the Crouch.

1.4 Summer Programme

The Summer Programme, a partnership project with Wave Leisure will be released ahead of the Community Services Committee meeting, this brings a number of activities together in one calendar providing for families through the Summer holiday period. The calendar of activities is released to all schools and will be made available in other key locations, activities also include Skating and Cycling lessons at The Salts, as well as Trigolf provided by Seaford Head Golf Academy. This year Wave are also providing a one week activity club at the Seaford Head Sports Hall, a contribution has been made to the operating costs for this club to ensure that the service could be provided.

1.5 Maintenance Schedule A maintenance schedule has now been produced for a number of key sites to start bringing maintenance tasks under control; much of the work is underway in redecoration and repair of bins, repairs to buildings, 'No Ball Games' signage being installed in the Walled Garden at Crouch Gardens; and grounds maintenance tasks due from the contractor are also being referred to Lewes District Council to ensure all of the sites are well presented. Prices are being sought for other larger areas of work with orders being placed accordingly.

2. Financial Appraisal

There are no financial implications as a result of this report.

3. Contact Officer

The Contact Officer for this report is Projects & Facilities Manager.

Projects & Facilities Manager



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Seaford Town Council

Report 69/14

Agenda Item No: 7

Committee: Community Services

Date: 24 July 2014

Title: The Base - Transfer of management

By: James Corrigan – Interim Town Clerk

Purpose of Report: To arrange for the transfer of the management of the Base building to the Base Management Committee subject to certain conditions.

Recommendations

1. That the Base Facility is leased to The Base Management Committee on terms to be agreed in line with the contents of this report as soon as possible.
 2. That the Base management Committee pay the electricity and Building insurance costs for the time they operated the building previously.
 3. That Officers support the Base Management Committee in securing an Awards for All Grant to add toilet facilities to the building.
-

1. Information

- 1.1 There have been a few changes recently in how the Base is managed. The current arrangement is that it is managed by Seaford Town Council.
- 1.2 Bookings are made over the telephone or by visiting the Town Council Offices. A band member then has to pick up the key on the day of rehearsal and return it the next day.
- 1.3 This presents a problem for weekends when arguably there is more potential use of the building. However distribution of keys is not practical to more than one group. This has been decided as if there are multiple keys out it is difficult to monitor use and to determine who is responsible for any damage should it occur.
- 1.4 The office time to manage this use is about one hour per week when everything runs smoothly, more when it does not. These resources if freed up could be used to reduce the hours worked by the Projects and Facilities Manager. There are no resources available to undertake regular inspections of the building to make sure everything is in order, this rarely if ever occurs.

- 1.5 The income generated from the buildings use as a rehearsal room is currently in the region of £100 per month, £1200 per annum. The budgeted expenditure for the building is approximately £1050 per annum.
- 1.6 There are currently no youth bands using the facility only bands with adults in. The original motivation behind buying the equipment in The Base was for use by youth bands. The lack of a voluntary group to coordinate this and the lack of water and toilet facilities has resulted in their being no youth provision.
- 1.7 Some bands have complained about the current system for access as being not user friendly.
- 1.8 The BMC is keen to resume its successful management of the facility. This will include using volunteer's time to open and close and clean the building as well as maintaining the equipment.
- 1.9 The BMC's objective is to raise funding to deliver youth projects.
- 1.10 The BMC have no interest in volunteering their time to raise income to hand over to the Council and not to provide youth projects.
- 1.11 The BMC will cover utility bills electric, water and building insurance premium from the money they raise.
- 1.12 Any surplus funds raised by BMC is to be used as per the BMC approved constitution for youth events such as the open air gigs which cost about £800 to put on.
- 1.13 The building will qualify for 80% - 100% reduction in rates if run by BMC which the Council currently pays £593 per annum.
- 1.14 It would be of great benefit to Seaford Town Council if the Base were run at a zero cost to the Council and little officer time.
- 1.15 As with current Council policy the building insurance should be included in the Councils overall policy of insurance and then recharged to the BMC. This is currently approximately £120 per annum.
- 1.16 The best option to achieve this is to lease the building to the BMC committee and to transfer the utility bills into their name.
- 1.17 A PRS Licence is not needed for the building for rehearsal purposes; a PRS is only needed if it is a public performance. If one of these is needed for events cheaper ones can be secured by community groups than the commercial rate.
- 1.18 The other issue is the provision of toilets which the building needs if youth events are to take place there and for better comfort of all users.
- 1.19 By leasing the building to BMC they could apply for An Awards for All Grant of up to £10k to cover the costs of the new toilet, saving STC this sum of money. I would provide support with this grant application. .

2. Benefits

- 2.1 Takes away the need for Town Council staff and revenue resources.
- 2.2 Removes the Councils liabilities for the building in respect of electric water and rates, which currently cost approximately £1050 pa.
- 2.3 Provides a youth venue manned by volunteers at no cost to the Council.
- 2.4 Builds community capacity.
- 2.5 Secures the £10,000 for the toilets saving ear marked reserves for other projects.
- 2.6 Provides a rehearsal venue for adult and youth musicians alike.
- 2.7 Gets one of the backlog of issues dealt with very quickly and to everyone's satisfaction.
- 2.8 Stops the significant use of staff resources dealing with this matter.

3. Historic Finances

- 3.1 The Base committee and the Town Council appear to have had differing understandings of how the facility was to be run by the Committee. The purpose of this report is not to apportion blame or to discuss the failings that lead to this scenario. There would be little if anything to gain by going over these.
- 3.2 The Base committee has made payment to Seaford Town Council of £830 in contribution toward the running costs of the building. The expectation is that all electricity and building insurance costs of the building during the period of operation by the committee will be covered by the income generated from band usage. The exact figure is not known at the time of writing the report but will be as soon as possible. The Base Committee as with any other Community group would like then to be free to utilise profits as they see fit within their Constitution.
- 3.3 The income generated by the Town Council to date and up to the time of transfer will be utilised to cover the electricity and business rates bills in order that these are up to date when the BMC take over. Any surplus could be used towards the legal costs in drawing up the lease.

4. Conditions

The Council may be minded to include conditions within the lease to demonstrate that it is managing its resources well. This may include the following;

- 3.1 Demonstrate the number of hours of youth provision provided through the facility once the water and toilet facilities have been resolved.
- 3.2 Supply copy of annual accounts and Public liability insurance.
- 3.3 Provide a place on the committee for a Town Council representative.
- 3.4 Maintain the building and its contents in good repair
- 3.5 Notify the facilities and Projects officer immediately of any building repair issues.
- 3.6 The BMC to be responsible for the internal cleaning and repairs.

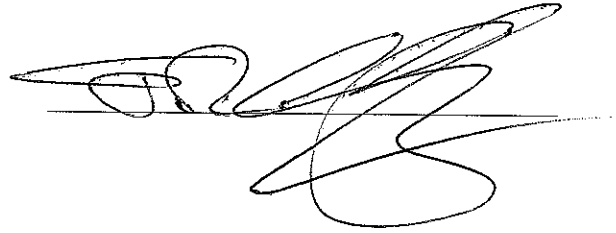
5. Financial Appraisal

There is little if any revenue financial implications as a result of this report as the income and expenditure are almost identical. There is a potential saving of £10,000 capital for the provision of toilets.

6. Contact Officer

The Contact Officer for this report is James Corrigan, Interim Town Clerk.

Interim Town Clerk

A handwritten signature in black ink, appearing to be 'James Corrigan', written over a horizontal line.



Seaford Town Council

Report 66/14

Agenda Item No:	8
Committee:	Community Services
Date:	24 July 2014
Title:	Seaford Head Estate Advisory Group
By:	James Corrigan – Interim Town Clerk
Purpose of Report:	To consider the status of the Seaford Head Estate Advisory Group

Recommendations

You are recommended:

1. To approve amalgamating the Seaford Head Estate Advisory Group with the Seaford Head Local Nature Reserve Management Committee.
 2. To consider how to ensure this Committee is kept abreast with the actions of the Management Committee where Town Council land is involved and ensure the Committee is involved in the process of decision-making where it Council funds are being allocated.
-

1. Information

- 1.1 Seaford Head Estate Advisory Group was originally established by this Committee at its meeting on 21 March 2013. (minute ref CS 54.1)
- 1.2 Recommendations for establishing an Advisory Group were given due to a perceived use of STC funds outside of any STC officer supervision and an inconsistency in the management of the land owned by STC and that owned by the National Trust and East Sussex County Council. (report 185/12)
- 1.3 Alongside the resolution to approve the formation of the Advisory Group was a resolution to delegate authority to the Town Clerk to consult with the Advisory Group on land management issues and spend within allocated budget and income generated from the estate outside of the golf course and farmed areas. (minute ref CS 54.2)
- 1.4 The Advisory Group has met three times since forming in October 2013 and at their last meeting on 3 June 2014, questioned the need for the Group for the following reasons:
 - (a) The Group meet and then follow on immediately with a Management Committee meeting, after two of its four meetings annually, where :

members have to repeat their reports/updates for a second time usually with only a few extra members joining the meeting

- (b) All of the Advisory Group members sit on the Management Committee so anything discussed by the Group can easily be done so by the Committee
- (c) Seaford Town Council are losing Officer and staff time through having to attend two sets of meetings and type two sets of minutes
- (d) The perceived use of STC funds outside of any STC officer supervision is not considered a problem or possibility as the Town Clerk attends the Management Committee meetings, as do three Town Councillors, so no funds are allocated or discussed without STC's awareness and approval.

1.5 The Management Committee has said they would return to meeting three times a year, rather than just twice, as they did prior to the Group being established.

1.6 It is now put to this Committee to consider approving the amalgamating of Seaford Head Estate Advisory Group with the Seaford Head Nature Reserve Management Committee and amending the delegation made under 1.3 to reflect that delegated authority be made to the Town Clerk to act on the recommendations of the Management Committee on land management issues and spend within allocated budget and income generated from the estate outside of the golf course and farmed areas.

1.7 In the future the minutes of the Management Committee will be referred to the Community Services Committee to ensure this committee is aware of progress. Please see the attached minutes from the Advisory Group meeting and Management Committee meeting held on 3rd June 2014.

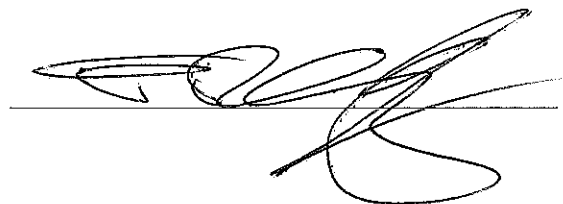
2. Financial Appraisal

There are no financial implications as a result of this report.

3. Contact Officer

The Contact Officer for this report is the Interim Town Clerk.

Interim Town Clerk





Seaford Town Council

Seaford Head Estate Advisory Group

Minutes of the **Seaford Head Estate Advisory Group Meeting** held at Seaford Town Council, on **Tuesday 3rd June 2014** at 1.00pm.

Present:

Chris Lowmass, Sussex Ornithological Society – Chairman
Cllr Paul Franklin, Lewes District Council – Vice Chairman
Michael Ann, Coastguard Cottages
Anne Fletcher, Seaford Natural History Society
Sarah Quantrill, Sussex Wildlife Trust
Cllr Linda Lord, Seaford Town Council
Cllr Stephen Gauntlett, Seaford Town Council
Georgia Raeburn, Seaford Town Council - Minutes

1. Apologies

Apologies were received from Steve Tillman (Sussex Wildlife Trust) and Sam Shippen (Town Clerk).

Chris Lowmass (CL) welcomed Cllr Linda Lord to the meeting; she was recently appointed as a Seaford Town Council representative for the Advisory Group and Management Committee, replacing Cllr Terry Goodman.

Seaford Town Council will now only have two representatives at the meetings; Cllr Stephen Gauntlett (SG) and Cllr Linda Lord (LL). Cllr Paul Franklin will remain as a representative for Lewes District Council.

2. Minutes

The minutes of the meeting on 4th February 2014 were approved and signed by the Chairman.

3. Matters Arising

a. Planning Application for Revetment at Coastguard Cottages:

Michael Ann (MA) updated that the bottom two cottages (no's 5 and 6) and the cable hut are hoping to have a revetment put in place to fill the hole in the cliffs under their properties.

The three property owners will be paying for this entirely; they have been unable to source any funding towards this.

The Environment Agency have tidied up the damaged groynes at the bottom of the gardens and have kindly not charged for this work. Peter Amies, Environment Agency, has been very helpful and sympathetic to their situation.

An engineer has been contracted to undertake a survey and then discuss what can be done. The survey alone will cost around £1,500.

One option is to lay two different sizes of rock; smaller, ball size rocks at the bottom with larger, possibly concrete, blocks on top. This would then be blinded with shingle. The Environment Agency would be able to shingle the area.

At the last meeting the Town Clerk said it would be in the Council's interest to support the planning application.

Natural England will have to approve the plans to ensure the works are visually acceptable. However, without this work the cottages will fall victim to the cliff erosion.

The bottom cottage is owned by the last descendant of the 1930's coastguard.

Cllr Franklin (PF) suggested that MA speak with Ed Sheath at Lewes District Council. Ed Sheath sits on Cabinet and is an expert in the field of planning.

MA thanked PF and said that any support/verbal help would be welcomed.

This planned work would not affect the estuary project and the work going on to re-open the meanders.

b. Birders:

Graeme Lyons met with the birders who now seem happier and have a better understanding of the work being undertaken and the long term plans.

c. Tenant Farmer:

Sarah Quantrill (SQ) and Steve Tillman will arrange to meet with Tom Masters to discuss his plans going forwards. They have spoken with Elaine Webster, Natural England, regarding the work done so far by Tom Masters.

SQ / ST

d. Nature Reserve Leaflet:

SQ informed the meeting that the Tourist Information Centre had told her they were running low on Nature Reserve leaflets as this is one of the most popular leaflets.

Georgia Raeburn (GR) confirmed that the Council is waiting on a meeting with the National Trust to discuss their feedback on the draft leaflet.

GR

The National Trust had expressed concerns that the information on the draft leaflet does not reflect their ownership/monetary contribution; around 35%.

Post-meeting note: Adrian Harrison (AH) informed GR that he had spoken with Sussex Wildlife Trust about the draft leaflet. It was agreed that AH would arrange a meeting direct with James Power and Steve Tillman, Sussex Wildlife Trust, to discuss the draft and any changes/amendments/additions wanted by the National Trust. AH will update the Council and the Advisory Group once this has taken place.

e. Litter:

MA mentioned that he had been told that the west beach had quite a bit of litter. It was thought that there are groups that pick up the litter on both sides of the beach.

SQ had spoken with LDC further to the last meeting who came and took away the rubbish the voluntary group had collected. In the future, SQ can take bags of rubbish to Seaford Head Golf Course for it to be collected with their refuse.

South Downs National Park Authority did carry out a big clean up of debris after the storms earlier in the year.

PF has had a recent meeting with Gillian Marsden at LDC about litter-picking, further to Andy Brice retiring. PF explained that the voluntary groups are saving LDC money by doing the litter-picking. PF gave SQ a contact name and number to contact to arrange for rubbish bags to be collected from the beach.

f. WWI Centenary Plans:

Anne Fletcher (AF) queried whether any more had been heard regarding the Sussex Archaeological Society and Zap Arts proposals for events on Seaford Head to mark the centenary of World War I. The proposal put forward by Sussex Archaeological Society sounds fine but they are slight worries regarding Zap Arts proposal.

GR is to try and find out more information and update the group.

GR

4. Rangers Report:

a. Cattle:

The cattle will be on site longer than originally expected; the earliest they will be moved is September.

Sussex Wildlife Trust owns a herd of conservation grazing cattle that serve all over Sussex. The movement of all cattle is recorded. The cattle on the reserve came from the holding number at Southerham in Lewes. One cow at the Lewes site tested positive for TB and therefore they are unable to move any other cattle that has been kept at Lewes until after the summer.

The cattle have plenty to eat on the reserve and it will not do the site any harm to have them in situ for longer, so they will be kept on the same patch. There have been no problems or complaints from the public.

b. Cliff Erosion:

SQ has been working Ben King, Project & Facilities Manager, to identify the cliff erosion that had taken place during the storms. The replacement posts and rail fence adjacent to the Hope Gap steps will be in soon.

c. Guided Walks:

SQ had held a guided walk earlier that day with six people joining her. She will continue to look at how to publicise the walks more widely.

The guided walks usually take place at 10am as this is a good time for birds and butterflies. If it would attract more participants one can be arranged for the afternoon. Similarly, SQ plans to hold a guided walk on a Sunday to try and attract a larger group.

SQ was unable to arrange a joint walk with James Trollope along the Slater Trail as he has been away.

SQ gave a talk at the Seaford Horticultural Society; this went well and feedback was received that the listeners would now be able to see the site from a new perspective.

SQ has a planned talk at the Seaford Chamber of Commerce breakfast club.

d. Sheep Grazing:

SQ has identified an area that would be good for sheep grazing by the golf course. There will be less of an issue with sheep grazing so near to the course rather than cows. There will be a cost to the Council to purchase electric flexi netting but this will be able to be reused again. SQ has submitted a quote to Ben King, in the region of £800.00. This may possibly be able to come from the ear-marked reserve.

e. Cotoneaster:

SQ has been doing work on treating the cotoneaster. This is a bush with small leaves and red berries that spreads along and covers the ground. This is considered an evasive, unwanted species on chalk grassland.

SQ has spoken with Portsmouth Wildlife Trust who have experienced big problems with cotoneaster. They advise the use of a folia treatment. SQ will need to talk with Elaine Webster regarding this. There would be a cost for this treatment as a contractor would need to be brought in.

SQ feels we need to try and control this situation before it spreads too much. The ideal time to spray the treatment would be summer so we will have to begin preparations for this to be carried out next summer.

SQ is yet to receive any quotes/costings for the work.

f. Anthophora Retusa Bee:

The Anthophora Retusa bee, common name Potter Flower Bee, is an extremely rare bee that can be found on Seaford Head. SQ had a visit to the reserve with Elaine Webster, Fay Pattinson and Mike Edwards, a bee expert, who were all very pleased to have found the bee. Mike Edwards was very pleased with the habitat management which was encouraging news for those that have taken part so far.

g. Vanguard Way:

Seaford Town Council are in the process of applying for redirection permission for the whole of Vanguard Way. This permission is needed in order to move the path more than five metres. The path certainly needs changing by the cottages, as it follows very closely to the cliff edge. It could however be worth considering redirecting the entire path from the Galleon to pre-empt the winter flooding and future changes.

h. Japanese Knotweed:

MA asked if SQ had noticed any knotweed on the reserve as he had seen some around the cable hut. Japanese Knotweed cannot be disposed of at the Household Waste & Recycling Site; it has to be burnt in a controlled manner.

i. Site Visits:

It was agreed with SQ that site visits would continue twice yearly; September (before the AGM in October) and again at the end of winter (March time).

There will be no site visit this September as one has recently taken place.

The Group passed on their thanks to Sarah for all the work she has carried out and overseen in her time as Ranger on the reserve.

5. Financial Update

Print outs of the year end report for 2013/2014 and the current year up to 30 April 2014 were passed round.

In the absence of the Town Clerk, a verbal update/explanation was not available.

PF did inform the meeting that the current Interim Town Clerk is looking at the lease with the Tenant Farmer, Tom Masters (TM), as this needs renewing. The Clerk has had the land assessed and has approached the TM about the lease. If TM will not accept an increase in rent, as is due, he is entitled to one years' notice from the Council.

Questions were asked regarding the amount of filming income as this is not easily identifiable on the report. MA said he would speak with Lucy Cunningham regarding the filming income. **MA**

CL was approached by a Welsh tv company that are considering producing a travel/natural history programme with six episodes and who are interested in including Seaford Head/Cuckmere. Iolo Williams, former RSPB worker turned presenter would be presenting the programme. They had thought that July would be a possibility for filming but CL had warned them that there is not a huge amount of bird activity in July as the migrant/breeding birds have gone but not returned yet. CL did mention the kittiwakes at Splashpoint and that it may be possible to gain access despite the current restrictions. CL is yet to hear back from them.

Further to discussions, the question was raised as to whether there was a possibility of amalgamating the Advisory Group and Management Committee. PF and GR would look into this.

PF / GR

6. Management Plan Update

This was largely covered in the Ranger's report. Work is continuing as per the management plan.

7. Any Other Business

a. HLS Application:

The Interim Town Clerk is working on the application with Elaine Webster. Before the application can be submitted for the HLS grant, an RPR application must be submitted. This land can then also be included in the HLS application. The Clerk must submit the RPR application and then EW can submit the HLS application on the Council's behalf.

The exact amount of the HLS grant is not known until its received. The original ESA grants was £1104; the HLS grant is likely to be a minimum of double this figure.

The meeting were not exactly sure of how this grant is to be spent/allocated. CL may need to meet the Town Clerk to discuss this ahead of the next meeting.

CL / Interim Town Clerk

b. War Memorial – Cuckmere Valley:

GR informed the meeting that further to the ownership of the war memorial/plinth at Cuckmere being questioned at the meeting in October, it was found to have originally

been commissioned by Seaford Town Council with the service day being held on 20th November 2006.

Donations were received from the Royal British Legion Seahaven Branch, the Canadian Veterans Association of the UK and a generous local resident, Miss V Rose, towards the cost of the memorial.

The memorial has now been entered on to the National War Memorial database as it was not previously officially recorded.

(link to see the entry;
www.ukniwm.org.uk/server/show/conMemorial.65899/fromUkniwmSearch/1)

8. Date and Time of the Next Meeting

It was agreed to postpone the meeting scheduled for July due to the lateness of this meeting.

An alternative date was not set awaiting feedback on the possibility of amalgamating the Advisory Group and Management Committee.

The Management Committee meeting is scheduled to be held on 21st October 2014 at 2.30pm.

MA requested that on the agenda for the next meeting the Coastguard Cottages and Cable Hut be included under Matters Arising.

SEAFORD HEAD NATURE RESERVE MANAGEMENT COMMITTEE



Minutes of the of Seaford Head Local Nature Reserve Management Committee meeting held in the Council Chamber, 37 Church Street, Seaford on Tuesday 3rd June 2014 at 2.30pm.

Present:

Chris Lowmass, Sussex Ornithological Society – Chairman
Cllr Paul Franklin, Lewes District Council – Vice Chairman
Michael Ann, Coastguard Cottages
Anne Fletcher, Seaford Natural History Society
Sarah Quantrill, Sussex Wildlife Trust
Fay Pattinson, South Downs National Park
Adrian Harrison, National Trust
Cllr Tony Nicholson, Lewes District Council
Cllr Linda Lord, Seaford Town Council
Cllr Stephen Gauntlett, Seaford Town Council
Georgia Raeburn, Seaford Town Council - Minutes

1. Apologies

Apologies were received from Steve Tillman (Sussex Wildlife Trust), Sam Shippen (Town Clerk), Elaine Webster (Natural England), Tony Thorpe (South Downs Society) and Patrick McCausland (Sussex Wildlife Trust).

Chris Lowmass (CL) introduced Cllr Linda Lord to the additional members of the meeting; she was recently appointed as a Seaford Town Council representative for the Advisory Group and Management Committee, replacing Cllr Terry Goodman.

Seaford Town Council will now only have two representatives at the meetings; Cllr Stephen Gauntlett (SG) and Cllr Linda Lord (LL). Cllr Paul Franklin will remain as a representative for Lewes District Council.

2. Minutes

The minutes of the meeting on 22nd October 2013 were approved and signed by the Chairman.

3. Matters Arising

Estuary Task Group

Michael Ann (MA) confirmed at the Pathfinder meetings regarding the estuary various options were looked at and it was agreed to keep the river banks as passable rights of way until successful reactivation of the meanders. This means that four times a month the whole valley will flood, which will in turn enable a saltmarsh to establish.

When the toxicity of the meanders has been tested, if the earth is deemed suitable this can then be used to create islands on the west side of the beach. Even when the valley is flooded, the islands will still be visible, which means they will be able to house a greater number of species.

The islands are likely to be built initially with straw bales around the mud and chestnut stakes. Over time these will then dissolve but the mud islands will remain.

If the plan does come to fruition, any methods of achieving funding will be looked into.

MA is going to invite Rodney Castleton to the meeting on 21st October to give a more detailed talk about the plans going forwards. **MA**

(Adrian Harrison entered the meeting)

4. Landowner Updates:

Seaford Town Council – in the absence of the Town Clerk, no update was available

East Sussex County Council – in the absence of a representative, no update was available (GR is to check that Cllr Frank Carstairs is the appointed representative and that we have his correct email contact details) **GR**

National Trust -

Further to receiving a complaint from a member of public/visitor to the area, the National Trust has done some clearance work up by the bench at High and Over. They have also conducted some footpath clearance.

Students are carrying out survey work on the valley floor. AH will report back the findings to the meeting. **AH**

Coastguard Cottages –

MA updated that the bottom two cottages (no's 5 and 6) and the cable hut are hoping to have a revetment put in place to fill the hole in the cliffs under their properties.

The three property owners will be paying for this entirely; they have been unable to source any funding towards this.

The Environment Agency have tidied up the damaged groynes at the bottom of the gardens and have kindly not charged for this work. Peter Amies, Environment Agency, has been very helpful and sympathetic to their situation.

An engineer has been contracted to undertake a survey and then discuss what can be done. The survey alone will cost around £1,500.

One option is to lay two different sizes of rock; smaller, ball size rocks at the bottom with larger, possibly concrete, blocks on top. This would then be blinded with shingle. The Environment Agency would be able to shingle the area.

Ten years ago there was a similar sized hole but it was only filled in with shingle.

The historic importance of the cottages needs to be remembered.

MA is not totally sure of the planning situation so will in the first instance be seeking advice from Lewes District Council and then it is likely he will have to speak with the South Downs National Park Authority.

There is a potential of up to six months' timescale for getting planning permission for this work. Work ideally needs to be done by mid-October ahead of the winter weather.

MA will keep the Committee up to date with any progress.

MA

5. Report from Members

Moon Carrot Survey

Anne Fletcher (AF) informed the meeting that the second moon carrot survey is scheduled for 22nd August, further to the baseline survey that was carried out in 2013.

AF confirmed that there are only two patches where moon carrots are known to grow in the UK and one of these is upon the Nature Reserve.

Rangers Report

Sarah Quantrill (SQ) confirmed that scrub clearance had been taking place as per the management plan. Work has been carried out at Hope Gap with the new ride.

The cattle will be on site longer than originally expected; the earliest they will be moved is September.

Sussex Wildlife Trust owns a herd of conservation grazing cattle that serve all over Sussex. The movement of all cattle is recorded. The cattle on the reserve came from the holding number at Southerham in Lewes. One cattle at the Lewes site tested positive for TB and therefore they are unable to move any other cattle that has been kept at Lewes until after the summer.

The cattle have plenty to eat on the reserve and it won't do the site any harm to have them in situ for longer, so they will be kept on the same patch. There have been no problems or complaints from the public.

SQ has identified an area that would be good for sheep grazing by the golf course. There will be less of an issue with sheep rather than cows grazing so near to the course. There will be a cost to the Council to purchase electric flexi netting but this will be able to be reused again.

SQ has been working with Ben King, Seaford Town Council, on assessing the levels of cliff erosion. Markers have been placed along the cliff line for measuring and to conduct fixed point photography. The replacement posts and rail fence adjacent to the Hope Gap steps will be in soon.

The Management Committee came along to the site visit on 13th March. SQ will be continuing the guided walks throughout the summer.

SQ gave a talk at the Seaford Horticultural Society and has a planned talk at the Seaford Chamber of Commerce breakfast club.

The Anthophora Retusa bee, common name Potter Flower Bee, is an extremely rare bee that can be found on Seaford Head. SQ had a visit to the reserve with Elaine Webster, Fay Pattinson and Mike Edwards, a bee expert, who were all very pleased to have found the bee. Mike Edwards was very pleased with the habitat management which was encouraging news for those that have taken part so far.

The HLS bid is in progress. The Interim Town Clerk is working on this with Elaine Webster. They are hopeful that more funding will be received.

Pill Box

Fay Pattinson (FP) questioned if any members were aware of who owns/is responsible for the pill box near the coastguard cottages.

A society has approached FP offering to clear the pill box out and potentially do some scrub clearance around the box.

The Management Committee could not see any problems with this and would be grateful for scrub clearance taking place.

With regards to who owns the pill box, AH was going to look into this. The National Trust ownership boundary is the tank trap. AH

9. Update from Advisory Group

During the Advisory Group meeting, the members had discussed the possibility of amalgamating the Advisory Group and Management Committee.

Having consulted with the Interim Town Clerk from a legal standing, it was confirmed that as the Advisory group is a 'working group' this can be amalgamated with the Management Committee as long as it has been operational for six months, which it has.

The purpose of the Advisory Group was originally to enable Seaford Town Council to have a meeting/group to deal with the Seaford Head Estate under their ownership, not just the Nature Reserve and not the land owned by other bodies.

It was felt that there is no reason why Seaford Town Council cannot discuss the business and matters needing covered during the Management Committee meetings. With the current set up, members of the Advisory Group have to repeat exactly what has been discussed in the group meeting at the Management Committee. Amalgamating the two will save on members time by duplicating information, save on Seaford Town Council's administrative time and ensure that the Management Committee are abreast with all the relevant information.

It was discussed that the Management Committee may have to meet three times a year, as it was previously done, instead of just two. Dates of these meetings will be set at the AGM meeting on 21st October.

(post-meeting note: GR spoke again with Ben King and the Interim Town Clerk, who feel that to be formalised, a report will have to be taken to the next Community Services Committee as they originally approved that the group be formed. See below for the resolutions made on 21st March 2013:

CS 54 *Seaford Head Estate Advisory Group*

Members considered report 185/12.

CS 54.1 *It was **AGREED** to **APPROVE** the formation of a Seaford Head Estate Advisory Group as detailed in 1.4 to 1.6 of report 185/12 with the councillors who are Seaford Town Council's representatives to Seaford Head Nature Reserve Management Committee also being members of this group.*

CS 54.2 *It was **AGREED** to **CONFIRM** delegation of authority to the Town Clerk to consult with the Seaford Head Estate Advisory Group on land*

management issues and spend within allocated budget and income generated from the estate outside of the golf course and farmed areas.

The next meeting of the Community Services Committee is on 24th July, so a report will be taken to this meeting. GR will feedback the outcome of the report to the Management Committee after the meeting.)

10. Any Other Business

None raised.

11. Dates of Next Meetings

Tuesday 21st October 2014 at 2.30pm in the Council Chamber.

There are no planned site visits yet, these will be set at the October meeting.

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Seaford Town Council

Report 70/14

Agenda Item No:	9
Committee:	Community Services
Date:	24 July 2014
Title:	Tour of Britain - Update
By:	Ben King – Projects & Facilities Manager
Purpose of Report:	To inform members of developments, and proposed actions in relation to the Tour of Britain 2014.

Recommendations

You are recommended:

There are no officer recommendations for this report.

1. Information

- 1.1 A meeting was held by Lewes District Council in June to discuss coordination, support and possible events that could be organised in conjunction with the 2014 Tour of Britain; the meeting confirmed a number of the options for the towns on the route and discussed some of the proposed arrangements already in development.
- 1.2 East Sussex County Council (ESCC) has joined with West Sussex County Council and Brighton and Hove City Council to pay for the tour to visit this region. Initial suggestions were that the tour would repeat the same stage routes for three successive years, however it is now clear that the contract is for 2014 only; and although there is an exclusive option in the contract to buy in for a further two years at two year intervals, in this case 2016 and 2018, there has currently been no indication that ESCC intend on buying in for a further two years.
- 1.3 ESCC has however requested support to coordinate stewarding within each of the towns for the period of time at which the tour passes through the respective locations. Clarification has been sought asking, under whose authority the Town and Parish Councils will be operating, particularly in relation to public safety and the logistical requirements for the stewarding.
- 1.4 Considering event options there are limits to the available staff time and a limited lead time to coordinate activities of a suitable nature for the event; with this in mind in order to promote the event locally and capitalise on the occasion, the final arrangement of activities will remain as a 'coordination' of support from as many

organisations as possible. Where support is not forthcoming activities will be scaled back accordingly.

- 1.5 It is clear that the event will present a significant influence for the local economy; following a survey of 2415 visitors to the 2013 Epsom to Guildford stage 7 an Economic Impact report was produced, this has been provided to ESCC enabling them to consider the impact and benefits of this event.
- 1.6 Over 50% of visitors to the event in the Epsom to Guildford stage were from outside the county, in addition although very few visitors had attended other stages of the tour within the country, 28% of visitors surveyed had attended the London stage. Local expenditure was said to average £59.82 per day for day visitors and £92.49 for visitors staying overnight. 89% said that it was a very enjoyable experience, 11% quite an enjoyable experience, and 69% of visitors said they were 'inspired' to cycle more regularly.
- 1.7 For Seaford itself, the direct benefits are not clearly known, however the profile of cycling both nationally and globally continues to rise and with local efforts to promote healthy lifestyles as well as cycling, there will be a wealth of options for Seaford to capitalise on the event.
- 1.8 There are still some final changes to be made to the stage however the sections within the Lewes district will remain very much unchanged. Currently the route arriving from Eastbourne, will turn off of the A259 onto Sutton Avenue, proceeding past the two Seaford Head School sites onto Steyne Road, along to Pelham Road, left onto Dane Road at Morrisons and onto the seafront, passing The Salts, following Marine Parade and rejoining the A259 at Bishopstone.

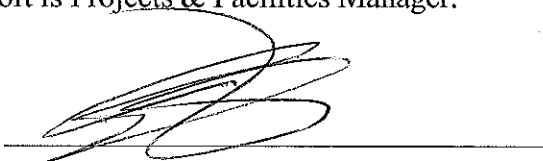
2. Financial Appraisal

- 2.1 Some funding may be required to support the activities centred on the event, considering the events relevance to healthy lifestyles and physical activity, funding can be utilised from the Physical Activity Projects budget.
- 2.2 Other funding can be generated through commercial sponsorship, income from funfair and depending on event contents, ticket sales; officer's will aim to achieve equal income to expenditure where possible.

3. Contact Officer

The Contact Officer for this report is Projects & Facilities Manager.

Projects & Facilities Manager





Seaford Town Council

Report 67/14

Agenda Item No:	10
Committee:	Community Services
Date:	24 July 2014
Title:	Reusable Seagull-proof Sacks
By:	James Corrigan – Interim Town Clerk
Purpose of Report:	To consider the feasibility of the Council selling reusable seagull-proof sacks to residents

Recommendations

You are recommended:

1. To consider the feasibility and appeal of the Council selling reusable seagull-proof sacks to residents.
-

1. Information

- 1.1 We have been approached with regards to options available to prevent seagulls and other animals from attacking residents bin bags when left out for collection.
- 1.2 One option sourced, which is used by Cornwall County Council, is giving residents the option to purchase a gull-proof bin sack.
- 1.3 The use of traditional rubbish bins is the first line of defence to protect bin bags but seagull-proof sacks are an alternative for those residents that cannot use a traditional bin or have difficulties affording one.
- 1.4 The sacks can hold approximately six standard bin bags and have a rubber base which prevents the bag blowing away. The sacks are made of a tough hardwearing black fabric and have a Velcro closing strip on top.
- 1.5 Quotes were obtained from the following suppliers:
 - (a) Weir & Carmichael: 500 sacks at £2.35 each = £1,175.00
2500 sacks at £2.25 each = £5,625.00
5000 sacks at £2.14 each = £10,700.00

Price inclusive of printing Council logo on side. 300gm weighted base. £30 carriage charge. 12-14 weeks leadtime.

- (b) Sackmaker: 500 sacks at £5.26 each = £2,630.00
1000 sacks at £5.08 each = £5,800.00
5000 sacks at £4.74 each = £23,700.00

Price inclusive of printing although one-off cost of £100-£150 for the printing plate. 500gm weighted base. Lead time 4/6 weeks.

Alternatively, where a minimum of 5000 sacks are ordered, these can be made at one of Sackmakers mills abroad and then imported. This would almost halve the cost but also extend the lead time to 12/14.

1.6 If the Council were to decide to sell seagull-proof sacks the first step would be to ensure that Lewes District Council, as the service providers for kerbside refuse collections, is on board with the scheme.

1.7 If the Committee wishes to take this idea forwards, they may wish to delegate authority to the Interim Town Clerk to do so.

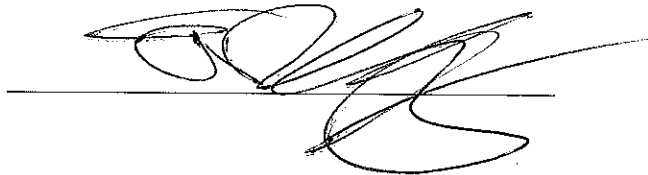
2. Financial Appraisal

If the Committee decides to offer seagull-proof sacks to residents to purchase, the financial implication will be dependent on the cost of the sacks offered to residents offset against the purchase price.

3. Contact Officer

The Contact Officer for this report is the Interim Town Clerk.

Interim Town Clerk





Seaford Town Council

Report 71/14

Agenda Item No:	11
Committee:	Community Services
Date:	24 July 2014
Title:	Eric Slater Trail – Notice board
By:	Ben King – Projects & Facilities Manager
Purpose of Report:	To seek permission for the installation of a notice board displaying the Eric Slater Trail, on the outside of the Martello toilet building.

Recommendations

You are recommended:

- 1. To approve the installation of a notice board displaying the Eric Slater Trail, to be fitted to the outside of Martello toilets, subject to no maintenance commitments being accepted by Seaford Town Council.**
 - 2. To delegate authority to the Projects & Facilities Manager to approve the final location.**
-

1. Information

- 1.1** A request has been received from a local author, resident and enthusiast, James Trollope, who created The Slater Trail, a trail of viewpoints depicted in a number of works produced by the late Eric Slater.
- 1.2** Eric Slater was an artist who specialised in the colour woodcut print technique whose work has recently been brought back into recognition with the production of a book and exhibitions at the Towner, Arts@theCrypt and Lewes House.
- 1.3** The trail is made up of five locations across the Seaford Head Estate and each location on the trail provides a view of images depicted in Eric Slater's work; the board will include the five views that are featured in the trail leaflet, as well as a map and QR Code providing access to the website, www.ericlater.co.uk. A copy of the leaflet is attached at Appendix A.
- 1.4** The notice board will be approximately A1 in size and will be framed with a material suitable for the location, final design and material choices are being made and advice is being provided on some of the most suitable materials to be used. Lewes District Councils planning department has advised the board will not require planning consent.

1.5 A picture of the proposed location is attached at Appendix B, this is on the west elevation of the Martello Toilet building. The condition of the noticeboard will be monitored with any damage or faults reported to the applicant, in these circumstances Seaford Town Council would not take any responsibility for maintenance or replacement of the board, also considering possible future works to the toilet building it has been confirmed with the applicant that the board may need to be relocated dependent on the type of works taking place.

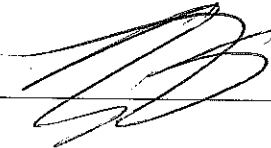
2. Financial Appraisal

There are no financial implications to this report.

3. Contact Officer

The Contact Officer for this report is Projects & Facilities Manager.

Projects & Facilities Manager



After about 10 minutes you'll pass a stile which leads back to the stile in 7. Carry on the lower path and through a second gate from where you can see the A259 road. Further on, at the third gate, there's a sign saying 'Welcome to the Cuckmere Valley'. Bear left and pass through a newer gate (unless you want to drop by the Golden Galleon Pub or the Seven Sisters Visitor Centre which are straight on, either side of Exceat Bridge).

10 Follow the gentle upslope of the path through the field. To your right, you'll see Friston Forest and High and Over. At the next gate there's a view similar to Slater's print *The Stack Yard*. On the left, another sight of South Hill Barn which is where you are heading.

11 Through another gate and then turn left to Chyngton Farm towards South Hill Barn. Through the farmyard and then it's a ten minute walk up the concrete track to the barn.

12 At the barn turn right and follow the concrete track to the 14th tee of the golf course. Near a telephone mast the track becomes a grassy path with views of Seaford town and bay.

13 Follow the path towards the 18th tee and then carry on down Seaford Head to the beach and Martello Tower.

Starting and finishing at Seaford, the walk takes about 2hrs 15mins. You could also start and finish the same circuit at South Hill Barn (7, 8, 9, 10, 11, 12, 13, 1, 2, 3, 4, 5, 6). For shorter circuits starting and finishing at the barn: heading East (6, 7, 8, 9, 10, 11), about 1hr 15mins. Heading West (12, 13, 1, 2, 3, 4, 5, 6) about 1hr 5mins.

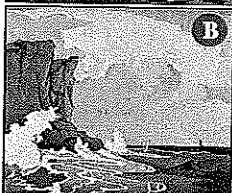


For more information about Eric Slater and many more of his beautiful woodcuts, and to buy a copy of the book *Slater's Sussex*, visit the website:

www.eric Slater.co.uk



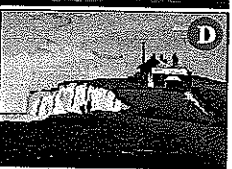
A Seaford Head
1930



B Rough Sea
1929



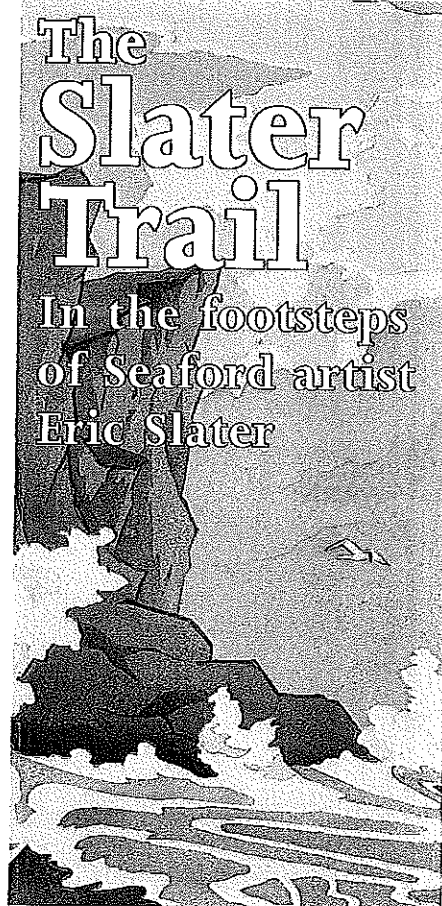
C Cuckmere Haven
1929



D The Coastguard
Station
1930



E The Stack Yard
1938



The Slater Trail

In the footsteps of Seaford artist Eric Slater

The Slater Trail

A circular walk through landscape which inspired the artist Eric Slater (1896-1963), who lived for most of his life in Seaford. A keen walker, he developed an intimate knowledge of the surrounding countryside and loved to observe the cliffs, sea and sky.

Slater died in obscurity but a series of exhibitions and a book about his life have brought him back to the public eye. His colour woodcuts, which favour design over accuracy, were popular in the 1930s. The walk takes about 2 hrs 15 mins and can start in Seaford or at South Hill Barn - both offer free parking. From the the barn there's also the choice of two shorter circular walks, each of just over an hour.

1 Start at the Martello Tower on Seaford bay which Slater depicts in his 1930 colour woodcut *Seaford Head*. Slater shortens the sweep of the bay which stretches for about 3 kilometres from Newhaven to Splash Point.

2 Past the toilets, café and beach huts, it's a five minute stroll to Splash Point, the inspiration for Slater's print *Rough Sea*. The cliff formation has changed considerably since he made it in 1929.

3 Follow the Vanguard Way path to the top of Seaford Head. It's a steep ten minute climb with warning signs to keep away from the cliff edge.

4 You might like to rest on the bench at the top near the 18th tee

of the golf course! Enjoy the coastal panorama with views of the Downs and Friston Forest.

5 After the Seven Sisters cliffs come into view, follow the coastal path and after five minutes you'll see a weather station to the left and a sign welcoming you to the nature reserve on the right. A little further on you'll see South Hill Barn on your left.

6 Continue past the 15th tee and past a sign about rabbits until you are level with the barn where there's a stile. Cross the stile into the field and head to the barn. There's another stile about 20 metres to the left of the barn. Cross that and head towards the Seven Sisters cliffs.

7 Take any one of the three paths - later they merge into one - past the iron bar gate and after five minutes you'll reach a cattle grid. On the left, 70 metres further on, near a stile, there's a similar view to Slater's print *Cuckmere Haven*.

8 Carry on down the path towards the coastguard cottages. When you reach the second cattle grid you are approaching the scene which inspired Slater's *The Coastguard Station*. A memorial to Canadian soldiers is 70 metres to the left. Walk down to the beach and compare Slater's 1930 view to the one today.

9 Back up from the beach, 100 metres right of the memorial, go through Walker's Gate and follow the footpath which runs parallel to the River Cuckmere. *Continued...*

