

SEAFORD TOWN COUNCIL ANNUAL REPORT 2013/14



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MESSAGE FROM THE MAYOR OF SEAFORD TOWN COUNCIL

Since taking on the role of mayor I have met some really amazing people, most of whom remain in the background, but none the less serve the residents of Seaford with dedication and devotion.

I have attended several events in the past few months including the High Sheriff of East Sussex Judicial Church Service at the St Michael Church in Lewes, the Lewes District Homelink service of thanksgiving at St Thomas Moore Church in Seaford, the Seaford Music Society Concert and the South Downs Way Finale Concert in Alfriston.

The Seaford Twinning Association asked me to be their President and I was honoured to visit one of their recent events held in Barcombe.

There have been other events too numerous to mention.

Unfortunately I also attended the commemorative church service for Mr Don Mabey MBE which attracted over 300 mourners. Mr Mabey was an incredible person who did so much for so many organisations in Seaford so I am very proud to announce that Seaford Town Council have supported my call for a special award to be created in Mr Mabey's name. The annual award of a shield and certificate is to be presented to a Seaford resident who has made a considerable contribution to the town. I was able to recently promote this award at a special commemorative programme on Seahaven Radio.

My two charities for my term in office are the Seahaven Storehouse, known locally as the Seaford food bank, which distributes food parcels to impoverished Seaford residents from its base in the Community Church in Vale Road and Waves which was set up in 1999 by the Seaford Baptist Church and helps Seaford families in times of need from its family centre at 8 Church Street, the two charities complement each other perfectly.

One of my main aims during my term of office is to bring the 185 known voluntary organisations in Seaford together in like-minded groups so that they can work together and improve their co-operation and contribution to our town. This is in progress at this time.

My sincere thanks goes to the Town Clerk, officers and staff of our council for their invaluable help and support and also to my fellow councillors for allowing me to represent Seaford Town.



MESSAGE FROM THE LEADER OF SEAFORD TOWN COUNCIL

Every year gets harder with increasing funding cuts passed on to us by the Government. Councillor Barry Burfield has worked extremely hard on our budget and has made great improvement to the way our finances are dealt with.

In line with the Seaford vision and Impact Seaford, it was highlighted that there is the need for investment in business tourism, youth and leisure facilities for Seaford.

The Salts master plan will go a long way to achieving this with various funding available to develop the Salts area into a major recreational facility for all to use.

Our councillors are still campaigning for improvement to the local health services, with the result of Horder Health Care coming to our town.

Our councillors continue to work with voluntary and community groups which are recognised through our grants process, which gives groups a chance for much needed funding to help with the great work that they do for the local area.

One of the biggest tourist attractions we have is Seaford Head Nature Reserve, for which we have a part time Ranger, along with a large number of volunteers who are making massive improvements to this vast area and are constantly finding new and rare plants like the moon carrot.

All the staff at Seaford Town Council should be thanked for all of their out of hours time spent helping with events like Armed Forces Day and Family Fun Day.

With the help of the Chamber of Commerce we are able to continue to develop Late Night Shopping into an exciting event for all of Seaford Town.

I would like to know if the residents of Seaford would like to be involved in the budget for next year, so we can create a plan for more exciting projects for Seaford in the future.



ABOUT US

Councillors—*Seaford Town Council has seventeen Councillors at present*

| Name | Address | Responsibility |
|------------------------|---|---|
| Cllr Mark Brown | 93 Princess Drive, Seaford, BN25 2QT | Mayor of Seaford & Vice Chairman of Finance and General Purposes |
| Cllr Terry Goodman | 32 Richington way, Seaford BN25 3HU | Deputy Mayor of Seaford & Vice Chairman of the Golf Course Committee |
| Cllr Paul Franklin | 45 Vale Road, Seaford BN25 3EZ | Leader of the Council & Chairman of the Appeals Sub-Committee |
| Cllr Barry Burfield | 6 Went Hill Park, Seaford, BN25 4QD | Chairman of Finance and General Purposes |
| Cllr Bob Allen | 7 Heathfield Road, Seaford, BN25 1AW | Leader of Minority Group & Vice Chairman of Planning and Highways Committee |
| Cllr Sam Adeniji | 1 Buckle Drive, Seaford BN25 2QH | Vice chairman of Planning & Highways Committee |
| Cllr Sylvia Dunn | 8 Whiteley Close, Seaford, BN25 4AQ | |
| Cllr Stephen Gauntlett | 17 Kedale Road, Seaford, BN25 2BX | |
| Cllr Barry Groves | 72 Marine Drive, Seaford, BN25 2RU | |
| Cllr Ali Hayder | 20a Sutton Park Road, Seaford, BN25 1QU | |
| Cllr Paul Heseltine | 32a Claremont road Seaford Bn25 2TH | |
| Cllr Alan Latham | 25 Chyngton Way, Seaford, BN25 4JB | |
| Cllr Roger Needham | 25 Sutton Avenue, Seaford, BN25 4LH | |
| Cllr Sarah McStravick | Jumble Cottage, Alfriston Road, BN25 3JN | |
| Cllr Ben Warren | Fieldings, Firle Road, Seaford, BN25 2JH | |
| Cllr Linda Wallraven | 1 Eadric House, Bishopstone Village, BN25 2UE | Chairman of Community Services Committee |
| Cllr Ian White | 83 Hurdis Road, Seaford, BN25 2TH | Chairman of Planning & Highways Committee Chairman of Golf Course Committee, Personnel Sub-Committee & Grievance/ Disciplinary Sub-Committee |

Staff—the Council employ staff in the following roles;

| Name | Role |
|--|---|
| Mrs Sam Shippen FCIS, Fellow ILCM, CMC | Town Clerk |
| Miss Georgia Raeburn | PA to the Town Clerk |
| Mr Ben King | Projects and Facilities Manager |
| Mrs Gemma Hamilton | Administration Assistant (Projects & Facilities) |
| Mrs Lucy Clark | Support Services Manager |
| Ms Elizabeth Harvey | Administration Assistant (Finance & Administration) |
| Miss Rachel Beard | Apprentice Administration Assistant |
| Fraser Morley | Golf Professional |
| Mr Nick Stephens | Head Greenkeeper |
| Mr Simon Lambert | Assistant Head Greenkeeper |
| Mr Chris Walsh | Greenkeeper |
| Mr Robert Sewell | Apprentice Greenkeeper |

INTRODUCTION

Welcome to the 2013/14 Annual Report, this is the full report of the Town Council.

A summary will be published in the next Town Council newsletter.

This report has been produced and made available prior to the Seaford Town Forum to be held on 29 April 2014 at 6pm at Seaford Baptist Church, Belgrave Road, Seaford. The Town Forum is a meeting of the electors of the Town of Seaford and provides an opportunity for residents to discuss the information provided and to question the Council on its activities during the year. Any resident of the town is welcome to attend this meeting.

Seaford Town Council serves the Town of Seaford with a population of around 24,000 residents and has been awarded the Quality Council Status for meeting a set of quality criteria.

We deliver many services in the town, such as the provision of some of the parks, playing fields and recreation areas including the Crouch Gardens, the Salts Recreation Ground, the Martello Fields and Tower, the Seaford Head Golf Course, Arts@theCrypt at 23 Church Street, the Seaford Head Nature Reserve and the allotments in Sutton Drove.

Our aim is to give residents information about the Town Council and the services which we deliver in the town, to outline how we are dealing with current challenges and highlight our plans to meet community needs and deliver quality services in the next year and beyond.

Seaford Town Council is one of around 9,500 Town and Parish Council's within England. Town and Parish Councils are the first tier of local government and work closely with the other tiers of local government to try and achieve the best for their local communities. During the year, we have worked closely with Lewes District Council and East Sussex County Council on a number of issues and a number of Town Councillors are also District Councillors. We run a comprehensive Councillor training programme in conjunction with the Sussex and Surrey Association of Local Council's Executive Officer.

Elections to the Town Council are normally held every four years, the last in May 2011 and the next are due to be held in May 2015.

Agendas and minutes for all Town Council meetings are published on our website and are available for inspection at the Tourist Information Centre, 37 Church Street, or at Seaford Library. All meetings of the Town Council are open to members of the public and the Council welcome views and comments relevant to the Committee during the Public Participation section of the Committee meeting.



THE SALTS RECREATION GROUND

The Salts Consultation took place over two days in August, the event was well attended receiving hundreds of positive responses seeking improvement to The Salts children's play area, as well as the skate park, tennis and the recreation ground as a whole.

Displays were set up on the 7th and 10th August and all of the school children and families were invited to come along and give their views.

Some funding has been secured with more needed; but following a full review of the consultation results, research into previous projects at The Salts and projects in other parks, a development plan has been produced that will allow the Town Council to apply for funding and seek support from potential project partners.

Improvement works to The Salts changing rooms continued with new showers and tiling, further internal

re-decoration; and with the hard work of members of Seaford Cricket Club, decoration of the outside of the building.



THE MARTELLO FIELDS

Following a smaller event taking place in 2012, The Seahaven Veterans and Armed Forces Day returned to its full glory at Martello in 2013 with military vehicles on display, the Mini Tanks back for the second year running, lots of Community Stalls, entertainment and the Funfair.

Most importantly the weather stayed clear making it one of the best years yet, even bringing in Dog displays and Owls.

Other events returning for another year included the Triathlon, Donkey Derby, Funfair and Seaford Bonfire night.



SEAFRONT

New Mixed Waste bins were installed on the seafront just in time for the summer holidays, the project was introduced in order to reduce costs and simplify the waste collections, improve fire resistant and to de-clutter the promenade.

A new public information board is now in place at the West View Kiosk thanks to Frankie's

Beach Café and leaflets will also be on display at the Kiosk improving public information.

Following the winter storms, the Seafront and Seaford Head now need care and attention; safety is being taken into consideration in more detail on Seaford Head Estate

and the seafront is gradually being restored.



ARTS@THECRYPT

Seaford Town Council is delighted to offer the venue for hire at a very reasonable cost for exhibitors and community groups with prices currently at a fixed rate.

The website can be found at: www.thecryptgallery.com and they have Facebook and Twitter accounts.

For more details or booking enquiries please contact Rachel Beard on 01323 894870

or email crypt@seafordtowncouncil.gov.uk

Last Minute Artists—look out for their next event on the Arts@theCrypt notice board

Last Minute Artists is run by a group of six artists who organise weekend pop-up galleries at the Crypt on a voluntary basis for the benefit of artists and residents alike.



SEAFORD HEAD GOLF COURSE

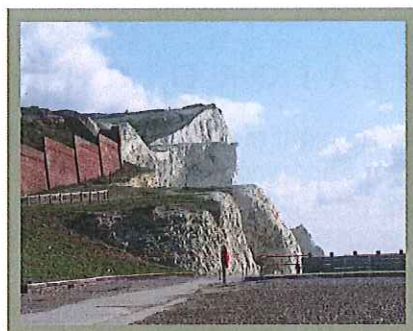
Construction is well underway of the new clubhouse facility at Seaford Head Golf Course. Construction is expected to be completed in the autumn of 2014. Open to the public, this building will see a vast improvement on the previous 19th hole.

This modern development offers a flexible facility for golfers, members of the public and organisations looking for simple refreshment or holding of larger events.

This clubhouse will give Seaford an exceptional venue taking advantage of the beautiful views across Seaford Bay.

The new Professional Shop will include a state of the art teaching area with interactive swing analysis and custom fitting capabilities aiding beginners and seasoned golfers alike.

The development and design of the building will sit well in the surrounding landscape and provide a visual improvement all round.



THE BASE

Seaford Town Council has recently taken over management of the Base, and is now dealing with all bookings and enquiries.

The Base is situated within the Salts in Seaford, and is available for hire by local residents, and groups.

It is mostly used by local bands that need a space for rehearsals.

The Base is well equipped with everything needed for a rehearsal space; a drum kit, amplifiers, keyboard, free-standing microphones and stereo.

The Base is available for one-off hires or can be booked on a regular basis through Seaford Town Council.



ARMED FORCES DAY

Hundreds of visitors, including many veterans and their families, crowded onto the Martello Fields in Seaford for the Seahaven Veterans and Armed Forces Day on Saturday 29th June 2013.

The event was organised by Seaford Town Council and the Seahaven Branch of The Royal Society of St George, for the whole of the Lewes District.

Throughout the day there were many arena displays, including the Seaford Rock and Jazz Band, a Flyball Dog display, Seaford Lifeguards, the Up the Tempo Dance Group and a display of drill by the Newhaven detachments of Air Training Corps and the Army Cadet Force.

The Parade started at 12.30, marching behind the piper and the Seaford Sword from the Martello Tower down to the Arena.

There were many charities and other stalls around the field as well as a Fun Fair, and a special

mini-tank arena where youngsters could have the thrill of driving a realistic looking mini tank.

Helping the day go with a swing was the Tavern in a Tent, provided by the Seaford and Seaford Martello Rotary Clubs. The Royal Society of St George, as a special tribute, gave all veterans on parade a voucher for their first drink in the Tavern.

Finance for the day was not only provided by the organisers, but it was supported by the town councils of Newhaven, Peacehaven and Telscombe. Over £340 was raised towards the cost of the event by the sale of soft toys and a bucket collection. The profits of the day was donated to Blind Veterans UK (St Dunstons) and their President Ray Hazzan.



SEAFORD CHRISTMAS MAGIC



On the night of 6th December Late Night Shopping took place and it was yet another success for the town of Seaford. It was filled with many stalls and fairground rides offering the magical delights we all like over the festive period. Many people came to see the annual switching on of the lights which were

announced by the Town Crier, Peter White.

We also had a couple of extra guests a Fairy Princess and Mickey Mouse, who the children loved as they took the opportunity to have their photograph taken with them.

GRANTS

Seaford Town Council give many grants and donations to local groups and charitable organisations during the year. Some of the grants are in the form of free or reduced rental use of Town Council facilities and assets. Other grants are in the form of monetary donations. All requests for grants are considered by the Finance and General Purposes Committee. Listed below are the organisations who have received financial assistance in 2013/14.

| | | | |
|---|----------|--|-------------------|
| 7th Seaford Brownies | £100 | Seaford Handbell Ringers | £250 |
| 8th Seaford Rainbows | £50 | Seaford Hard of Hearing Club | £100 |
| 9th Seaford Scout Group | £200 | Seaford Head Nature Reserve | £19.25 |
| 1218 (Newhaven) Sqn Air Cadets | £100 | Seaford in Bloom | £4786 |
| ABC Fund | £50 | Seaford Inner Light Club | £100 |
| CAB | £5077.71 | Seaford Lifeguards | £2000 |
| The Clinton Centre | £50 | Seaford Little Theatre | £200 |
| Community Safety Partnership | £19.25 | Seaford Live | £300 |
| Cuckmere Community Bus Ltd | £500 | Seaford Museum & Heritage Society | £200 |
| Dial-a-Ride | £4428 | Seaford Music Society | £50 |
| EA Meeting | £19.25 | Seaford Netball Club | £100 |
| East Sussex Disability Association | £100 | Seaford Senior's Forum | £315.50 |
| Eastbourne area Epilepsy Group | £50 | Seaford Silver Band | £400 |
| Friends of the Old Brickfield | £50 | Seaford Stroke & Caring Club Charity Trust | £100 |
| Health Stakeholders | £83.42 | Seaford Theme Group | £38.50 |
| Impact Seaford | £67.38 | Seaford Twinning Association | £138.50 |
| Kent, Surry & Sussex Air Ambulance Trust | £400 | SLR | £51.33 |
| LDC Blanket Testing | £44.50 | Smarter Seaford | £25.67 |
| Martello Rotary | £360 | St Leonard's & St Luke's Churches | £100 |
| National Coastwatch Institution (Newhaven) | £300 | St James's Trust (Seaford) | £200 |
| Neighbourhood Panel | £64.17 | St Wilfrid's Hospice | £100 |
| Newhaven & Lewes MENCAP | £50 | Vitalise | £100 |
| Police Housing | £32.08 | Waves Seaford Ltd | £100 |
| Relate South East Sussex | £ 50 | Willet Charitable Trust | £50 |
| Seaford & Newlands Amateur Boxing Club | £1000 | | |
| Seaford Bonfire Society | £1000 | | |
| Seaford & Bishopstone Neighbourhood Watch Association | £200 | Total | £26,302.59 |
| Seaford Community Rail Partnership | £32.08 | | |
| Seaford Community Rail Partnership (Youth Forum) | £2000 | | |

FINANCE

The accounting statement from the 2012-13 Annual Return is shown below. The External Auditors Certificate was signed by Mazars LLP on 13 June 2013.

Section 1 – Accounting statements 2012/13 for

SEAFORD TOWN Council

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

| | Year ending | | Notes and guidance |
|---|--------------------|--------------------|--|
| | 31 March 2012 £ | 31 March 2013 £ | |
| 1 Balances brought forward | 309,087 | 330,217 | Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year. |
| 2 (+) Annual precept | 464,860 | 509,629 | Total amount of precept received or receivable in the year. |
| 3 (+) Total other receipts | 499,204 | 462,406 | Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here. |
| 4 (-) Staff costs | 274,118 | 284,675 | Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses. |
| 5 (-) Loan interest/capital repayments | 33,091 | 33,091 | Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any). |
| 6 (-) All other payments | 635,725 | 621,538 | Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5). |
| 7 (=) Balances carried forward | 330,217 | 362,948 | Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6) |
| 8 Total cash and short term investments | 584,394 | 538,243 | The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation. |
| 9 Total fixed assets plus other long term investments and assets | 8,935,376 | 8,937,751 | The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March |
| 10 Total borrowings | 235,071 | 214,137 | The outstanding capital balance as at 31 March of all loans from third parties (including PWLB). |
| 11 (If Applicable) Trust funds (including charitable) disclosure note | YES NO | YES NO | (if applicable) The council acts as sole trustee for and is responsible for managing trust funds or assets. (Readers should note that the figures in the accounting statements above do not include any trust transactions.) |
| | | | |

I certify that for the year ended 31 March 2013 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer



Date 13/6/13.

I confirm that these accounting statements were approved by the council on this date:

13/6/13.

and recorded as minute reference:

C31.1

Signed by Chair of the meeting approving these accounting statements.



Date 13/6/13.