



Seaford Town Council

MINUTES of the **Annual Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 10th May 2018 at 7.00pm.**

Present:

Councillor L Wallraven (Mayor), Councillor M Brown (2017-2018 Deputy Mayor) and Councillor L Freeman (2018-2019 Deputy Mayor).

Councillors S Adeniji, D Argent, P Boorman, D Burchett, B Burfield, N Freeman, T Goodman, O Honeyman, R Honeyman, A Latham, J Lord, P Lower, M Wearmouth, B Webb and C White.

Thomas Exley, Young Mayor of Seaford 2017-2018

Dominic Avey, Young Mayor of Seaford 2018-2019

James Corrigan, Town Clerk – Seaford Town Council

Georgia Raeburn, Executive Support Officer – Seaford Town Council

4 members of the public

C1/05/18 Election of Mayor for the Municipal Year 2018-2019

It was **RESOLVED** that Councillor Linda Wallraven be **APPOINTED** as Mayor of Seaford for the forthcoming Municipal Year.

C2/05/18 Declaration of Acceptance of Office – Mayor

C2.1 The Mayor, Councillor Wallraven, pursuant to the provisions of Section 83 of the Local Government Act 1972, made a Declaration of Acceptance of Office in the prescribed form before the Town Clerk.

C2.2 Councillor Olivia Honeyman moved:

“Further to her time in office as the Mayor of Seaford, Seaford Town Council wishes to remember and record its gratitude to Councillor Linda Wallraven for her commitment whilst Mayor of Seaford for the 2017 to 2018 Municipal Year.

Councillor Wallraven embraced the role of Mayor of Seaford with such enthusiasm, having been Mayor twice before from 2011 to 2013. Councillor Wallraven attended over 100 events and functions in the past year, helping maintain and raise the profile of Seaford Town Council in its local and neighbouring communities; a truly remarkable achievement!

Councillor Wallraven hosted many civic events including the Mayor’s Annual Garden Trail, recent Mayor’s Quiz night and the Afternoon Tea and Tour of St Andrews Church in Bishopstone and many others; all of which were raising funds for her chosen charity, Seaford Lifeguards.

The Council also extends its gratitude to the Mayor’s Consort, Liz Holland, who has consistently aided the Mayor throughout her Mayoral duties over the past year, attending many an event with her and supporting all her fundraising activities.

In addition to the civic aspect of the role, Councillor Wallraven has carried out her other duties as Chair of the Council with unswerving devotion and has always acted with the Council’s and town of Seaford’s best interests at heart.

On this day, 10th May 2018, Seaford Town Council thank and honour Councillor Linda Wallraven for her service and achievements as the Mayor of Seaford.

C3/05/18 Election of Deputy Mayor for the Municipal Year 2018-2019

It was **RESOLVED** that Councillor Lindsay Freeman be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming Municipal Year.

C4/05/18 Apologies for Absence

Apologies for absence were received from Councillor J Elton and Sergeant-at-Mace, Peter White.

C5/05/18 Disclosure of Interests

No declarations were made of discloseable pecuniary interests or 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.

C6/05/18 Public Participation

There was no public participation.

C7/05/18 Young Mayor 2018-2019

On behalf of the Council, Councillor Wallraven thanked Seaford's 2017-2018 Young Mayor, Thomas Exley, for all that he had achieved in his year in office, congratulated him on the success of his events he had organised and wished him all the best for his promising future.

Thomas gave a verbal update on his two years with the Council and his year as Young Mayor. In total, through the generous support of donators and a contribution from the Council, the campaign to put a wheelchair accessible swing in The Salts has hit its target, raising over £10,000 following the donation of £5,000 from CIL funds by Seaford Town Council. Thomas hopes that this will be installed late-May/early-June and will be sharing details of the grand opening soon. Thomas thanked all those that have helped and supported him during his two years.

Dominic Avey took over the role of Young Mayor for the 2018-2019 Municipal Year, with 2017-2018 Young Mayor, Thomas Exley, handing over the badge of office.

Dominic will be raising funds for Seaford Head School's Drama, Music and Art department during his year as Young Mayor and already has plans underway for a fashion show and productions with the school.

C8/05/18 Minutes


It was **RESOLVED** to **ADOPT** the following minutes and **RESOLVED** to **APPROVE** the recommendations therein:

C8.1	Planning & Highways	15 th March 2018
C8.2	Planning & Highways	5 th April 2018
C8.3	Planning & Highways	26 th April 2018
C8.4	Finance & General Purposes	22 nd March 2018
C8.5	Full Council	29 th March 2018

With the addition of Councillor D.Burchett to the present list, the removal of the statement by Councillor P.Boorman and the removal of 'there was no public participation' from C107/3/17.

C9/05/18 Committee Membership

The Council considered report 01/18 regarding Committee membership for the 2018-2019 Municipal Year. 

- C9.1** It was **RESOLVED** to **APPOINT** members of the Community Services Committee as set out below for the forthcoming Municipal Year:
- Councillors D.Argent, P.Boorman, L.Freeman, N.Freeman, R.Hayder, O.Honeyman, P.Lower, L.Wallraven, M.Wearmouth, B.Webb and C.White.
- C9.2** It was **RESOLVED** to **APPOINT** members of the Finance & General Purposes Committee as set out below for the forthcoming Municipal Year:
- Councillors D.Argent, P.Boorman, M.Brown, B.Burfield, J.Elton, T.Goodman, O.Honeyman, R.Honeyman, A.Latham and L.Wallraven.
- C9.3** It was **RESOLVED** to **APPOINT** members of the Golf & The View Committee as set out below for the forthcoming Municipal Year:
- Councillors S.Adeniji, M.Brown, D.Burchett, L.Freeman, N.Freeman, R.Hayder, O.Honeyman, A.Latham, P.Lower and B.Webb.
- C9.4** It was **RESOLVED** to **APPOINT** members of the Planning & Highways Committee as set out below for the forthcoming Municipal Year:
- Councillors D.Argent, J.Elton, L.Freeman, N.Freeman, R.Honeyman, A.Latham, J.Lord, P.Lower and L.Wallraven.
- C9.5** It was **RESOLVED** to **APPOINT** members of the Personnel Committee as set out below for the forthcoming Municipal Year:
- Councillors S.Adeniji, L.Freeman, O.Honeyman, R.Honeyman, A.Latham and P.Lower.
- C9.6** It was **RESOLVED** to **APPOINT** members of the Grievance/Disciplinary Sub-Committee as set out below for the forthcoming Municipal Year:
- Councillors D.Argent, D.Burchett, N.Freeman, T.Goodman, J.Lord and M.Wearmouth.
- C9.7** It was **RESOLVED** to **SUSPEND** the appointment of the Appeals Committee until after the Ordinary Council meeting immediately following this Annual Meeting.
- C9.8** The Council considered the positions of Chair and Vice-Chair for each of the Committees:
- i. Community Services:**
It was **RESOLVED** to **APPOINT** Councillor P.Lower as Chair.
It was **RESOLVED** to **APPOINT** Councillor L.Freeman as Vice-Chair.
 - ii. Finance & General Purposes:**
It was **RESOLVED** to **APPOINT** Councillor M Brown as Chair.
It was **RESOLVED** to **APPOINT** Councillor J Elton as Vice-Chair.
 - iii. Planning & Highways:**
It was **RESOLVED** to **APPOINT** Councillor L.Wallraven as Chair.
It was **RESOLVED** to **APPOINT** Councillor R.Honeyman as Vice-Chair.
 - iv. Golf & The View:**
It was **RESOLVED** to **APPOINT** Councillor A.Latham as Chair.
It was **RESOLVED** to **APPOINT** Councillor S.Adeniji as Vice-Chair.
 - v. Personnel Committee:**
It was **RESOLVED** to **APPOINT** Councillor S.Adeniji as Chair. 

It was **RESOLVED** to **APPOINT** Councillor L.Freeman as Vice-Chair.

vi. Grievance/Disciplinary Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor D.Argent as Chair.

It was **RESOLVED** to **APPOINT** Councillor M.Wearmouth as Vice-Chair.

vii. Appeals Committee:

It was **RESOLVED** to **SUSPEND** the appointment of the Appeals Committee until after the Ordinary Council meeting immediately following this Annual Meeting.

C9.9 It was **RESOLVED** to **APPROVE** the Committee Structure remaining unchanged.

C10/05/18 Representation on Outside Bodies

The Council considered report 02/18.

C10.1 It was **RESOLVED** to **NOTE** the representative reports submitted from the 2017-2018 Municipal Year.

C10.2 It was **RESOLVED** to **APPOINT** representatives of Outside Bodies as set out below for the forthcoming 2018-2019 Municipal Year:

Outside Body	Representative/s
Access in Seaford & Newhaven	Olivia Honeyman
Bishopstone United Charities	Maggie Wearmouth Penny Lower
Citizen's Advice Bureau	Cheryl White
Community Rail Partnership	Richard Honeyman
Community Transport - Lewes Area (CTLA)	Dave Argent
Crouch Bowling Club	Phil Boorman
Cuckmere Community Bus	Phil Boorman
East Sussex Association of Local Councils	Mark Brown
Environment Agency Meetings	Olivia Honeyman Rahnuma Hayder Nick Freeman
Fair Trade Group	Olivia Honeyman Linda Wallraven
Impact Seaford	Sam Adeniji
Lewes Community Safety Partnership - Joint Action Group	Penny Lower Cheryl White
Lewes District Association of Local Councils (LDALC)	Dave Argent Phil Boorman Penny Lower
Mercread Youth Centre	Lindsay Freeman
Neighbourhood Plan Steering Group	Richard Honeyman Alan Latham Linda Wallraven
Plastic-Free Seaford Steering Group	Nick Freeman Penny Lower
Seaford Allotment & Leisure Garden Society	Maggie Wearmouth
Seaford Chamber of Commerce	Phil Boorman

	Penny Lower
Seaford Community Flood Action Group	Olivia Honeyman
	Cheryl White
Seaford Community Partnership	Richard Honeyman
Seaford Cricket Club	Jim Lord
Seaford Football Club	Richard Honeyman
Seaford Head Golf Club	Lindsay Freeman
Seaford Head Nature Reserve M'ment Committee	James Elton
	Phil Boorman
Seaford Head Swimming Pool	Terry Goodman
Seaford Senior's Forum	Dave Argent
Stakeholders Group on Health Issues	Phil Boorman
	Olivia Honeyman
	Alan Latham
	Maggie Wearmouth
Strengthening Local Relationships	Barry Burfield
	Linda Wallraven
	Terry Goodman
Tree Wardens Group	James Elton
Youth Task Group	Lindsay Freeman

- C10.3** It was **RESOLVED** to **NOTE** the Council membership to the Neighbourhood Plan Steering Group, Bishopstone United Charities and Plastic-Free Seaford Steering Group remains unchanged.
- C10.4** It was **RESOLVED** to **NOTE** the review and agreement of current reporting arrangements for representatives by the Council at its meeting on 29th March 2018, as per the Council Representation on Outside Bodies Policy.
- C10.5** It was **RESOLVED** to **NOTE** the Council's thanks to all those that have been involved with the Seaford Twinning Association, following its recent disbandment in 2017 after over 35 years in existence.

C11/05/18 Fixed Asset Register

The Council considered report 03/18 and discussed updates to be made, inspections to be carried out of all sites and specific queries on plots of land on the register.

It was **RESOLVED** to **NOTE** the Fixed Asset Register as presented at Appendix A of the report.

C12/05/18 Insurance Arrangements

The Council considered report 04/18.

It was **RESOLVED** to **NOTE** the information regarding the Council's Insurance arrangements.

C13/05/18 Annual Subscriptions

The Council considered report 05/18 and discussed the British Association of Shooting & Conservation, the Society of Local Council Clerks and the useful service and advice given by the Sussex Association of Local Councils.

It was **RESOLVED** to **APPROVE** the Council's subscriptions as detailed below:



	Subscription	Amount
13.1	Association of Accounting Technicians	£118.00
13.2	British and International Golf Greenkeepers Association	£396.00
13.3	British Association of Shooting and Conservation	£67.83
13.4	Chartered Institute of Legal Executives	£364.00
13.5	Chartered Institute of Management	£196.00
13.6	Chartered Institute of Personnel and Development	£90.00
13.7	Sussex Association of Local Councils (SALC) (also includes membership to National ALC)	£2,947.01
13.8	Lewes District Council Association of Local Councils	£50.00
13.9	Local Council Advisory Service	£95.00
13.10	Local Council Review publication	£18.00
13.11	Seaford Chamber of Commerce	£75.00
13.12	Seaford Fairtrade Group	£10.00
13.13	Guild of Mace Bearers	£30.00
13.14	Survey Monkey	£199.34

The meeting closed at 8.02pm.

The meeting was reconvened during the Ordinary Town Council meeting to appoint the membership of the Appeals Committee.

C14/05/18 Appeals Committee

The Chairman **AGREED** to revisit suspended item 9 of the Annual Meeting agenda; appointing members of the Appeals Committee for the 2018-2019 Municipal Year and a Chair and Vice-Chair.

C14.1 It was **RESOLVED** to **APPOINT** members of the Appeals Committee as set out below for the forthcoming Municipal Year: Councillors P.Boorman, B.Burfield, B.Webb and C.White.

C14.2 It was **RESOLVED** to **APPOINT** Councillor B.Burfield as Chair of the Appeals Committee and Councillor C.White as Vice-Chair.

The meeting closed at 9.30pm.

L Wallraven 21/6/2018

Councillor Linda Wallraven
Mayor of Seaford