



## Seaford Town Council

**MINUTES** of a **Meeting** of the **Full Council** held at the Council Chambers, 37 Church Street, Seaford on **Thursday 10<sup>th</sup> November 2016** at **7.00pm**.

### **Present:**

Councillor L Freeman (Mayor)

Councillors S Adeniji, D Argent, P Boorman, M Brown, D Burchett, B Burfield, T Goodman, R Hayder, R Honeyman, O Honeyman, A Latham, P Lower, A McLean, L Wallraven, M Wearmouth, B Webb, C White and L Worcester.

Tom Exley, Deputy Young Mayor of Seaford

James Corrigan, Town Clerk – Seaford Town Council

Georgia Raeburn, PA to the Town Clerk – Seaford Town Council (minutes)

11 members of the public.

### **C62/11/16 Apologies for Absence**

Apologies for absence were received from Councillor N Freeman.

### **C63/11/16 Disclosure of Interests**

Under the Localism Act 2011 and Seaford Town Council Code of Conduct, Councillors Adeniji and R Honeyman declared non-pecuniary interests in item 11 on the agenda as a director and member, respectively, of Seaford Community Partnership.

### **C64/11/16 Public Participation**

*Debbie Ward (Seaford Resident's Voice)*

*On behalf of Seaford Resident's Voice members and residents, is concerned at the lack of pre-election information from the new councillors.*

*They would like to invite the new Councillors to issue a brief biography and the other existing Councillors to give a short update on their term so far.*

*Christine Brett*

*(on behalf of Ernie Hill)*

*Further to raising it previously, would like to make a formal request to the Town Clerk to contact the Editor in Chief of the Eastbourne Herald newspaper to get the Council's phone number corrected.*

Town Clerk

Confirmed that Officers had been in contact with the newspaper.

*Fiona House*

*Urged that Councillors carefully consider who to appoint as the replacement Deputy Mayor and that Councillors ensure they have the time to dedicate to the committees and roles they stand for within the Council.*

*Keith Blackburn*

*Introduced himself as the Chair of Seaford Community Partnership and the author of the appendix update report of item 11 on the agenda. Introduced the two designers, Christian Funnel and Gabby Toft, of the seating for the project that were also in attendance.*

### **C65/11/16 Minutes**

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

**C65.1** Planning & Highways 13<sup>th</sup> October 2016

**C65.2** Council 20<sup>th</sup> October 2016

### **C66/11/16 Appointments to Vacant Councillor Positions**

The Council considered report 48/16 regarding the appointment to vacant councillor positions.

**C66.1** It was **RESOLVED** to **APPOINT** Councillor Mark Brown as Deputy Mayor of Seaford for the remainder of the 2016-2017 Municipal Year.

**C66.2** It was **RESOLVED** to **APPOINT** the following Committee Membership and Chairmanship roles:

- |   |  |
|---|--|
| a) Finance & General Purposes Committee | Councillor T Goodman   |
| b) Community Services Committee         | Councillor N Freeman<br>Councillor M Wearmouth<br>Councillor L Wallraven<br>Councillor C White |
| c) Planning & Highways Committee        | Councillor T Goodman   |
| d) Golf & The View Committee            | Councillor D Burchett<br>Councillor N Freeman  |
| e) Personnel Committee                  | Councillor P Boorman   |
| f) Grievance/Disciplinary Sub-Committee | Councillor N Freeman   |
| g) Appeals Committee                    | Councillor C White   |
| h) Chair of Community Services          | Councillor L Freeman   |
| i) Vice-Chair of Golf & The View        | Councillor A Latham  |
| j) Vice-Chair of Personnel              | Councillor L Freeman   |
| k) Vice-Chair of Appeals                | Councillor L Wallraven   |

**C66.3** It was **RESOLVED** to **APPOINT** the following Outside Body and Liaison Committee representatives:

- |                                  |                        |
|----------------------------------|------------------------|
| a) Seaford Head Swimming Pool    | Councillor T Goodman   |
| b) The Base Management Committee | Councillor C White     |
| c) Bishopstone United Charities  | Councillor M Wearmouth |
| d) Christmas Magic Committee     | Councillor P Boorman   |

**C66.4** It was **PROPOSED** to **DELEGATE** power to the Town Clerk to fill the remaining vacancies on the Youth Task Group and Mercread Youth Centre, if at a later date in this Municipal Year Councillors are wishing to join as a representative; this **MOTION** was **CARRIED**.

**C66.5** The Town Clerk was requested to carry out another review of the Outside Bodies and whether or not the Council representation should continue on each body.

### **C67/11/16 Adoption of Memorials Policy**

The Council considered report 83/16 presenting a new Memorials Policy for adoption and discussed measuring the effectiveness of the sponsorship scheme, the options of ceramic memorial plaques at

the seafront, the relocation of memorials and the implications of this, and the process at the end of a 15 year period.

It was **RESOLVED** to **ADOPT** the Memorials Policy with an addition to point 2.n. of ‘...or reconfiguration of services, subject to the approval of the Community Services Committee.’

### **C68/11/16 2017/2018 Meeting Timetable**

The Council considered report 79/16 presenting the draft meeting timetable for the 2017-2018 Municipal Year.

It was **RESOLVED** to **ADOPT** the 2017-2018 meeting timetable as presented.

### **C69/11/16 Personnel Policies**

The Council considered report 68/16 presenting the review of the Council’s personnel policies. The Council discussed the accompaniment clause within the policies and concerns regarding rescinding the Training & Development Policy.

**C69.1** It was **RESOLVED** to **ADOPT** the revised Dignity at Work Policy as presented.

**C69.2** It was **RESOLVED** to **ADOPT** the revised Disciplinary Policy as presented.

**C69.3** It was **RESOLVED** to **ADOPT** the revised Grievance Policy as presented.

**C69.4** It was **RESOLVED** to **ADOPT** the revised Time Off In Lieu as presented.

**C69.5** It was **RESOLVED** to **INSTRUCT** Officers to review the Training & Development Policy, creating separate policies for Member Training and Staff Training, and that these policies be taken to the Personnel Committee for review and recommendation to Council to adopt.

**C69.6** The Town Clerk will look at amending the Scheme of Delegation to include the Personnel Committee reviewing all personnel policies for recommendation to Council for adoption.

### **C70/11/16 Request to use Coat of Arms**

The Council considered report 80/16 regarding a request to use the Council’s Coat of Arms.

It was felt that further research was needed to be done in to the Coat of Arms, its use by other parties and the registering of as a trademark. It was **PROPOSED** to **DEFER** considering this request until a later date and **FURTHERMORE**, to **ESTABLISH** a working group consisting of Councillors Burfield, Latham and White, to look in to the Coat of Arms; this **MOTION** was **CARRIED**.

### **C71/11/16 Rugby Club Lease Extension Proposal**

The Council considered report 82/16 regarding extending the lease for Seaford Rugby Club and discussed the Council Officers intentions to streamline leases and rent values across the board and criteria that would be set to enable reduced rents where community benefit is evidenced.

It was **RESOLVED** to **APPROVE** extending the lease with Seaford Rugby Club for 30 years and for Officers to agree the terms of the lease with all Councillors electronically before finalising. If there is any disagreement by Councillors on the content of the lease then this will be brought back to Full Council.

### **C72/11/16 Seaford Community Partnership; Update on the Pier Project**

The Council considered report 81/16 presenting an update from Seaford Community Partnership on the Pier Project and a request for the Council to manage and maintain the new artist designed seating at the Pier.

**C72.1** It was **RESOLVED** to **APPROVE** the Council taking ownership and future maintenance responsibility for the seats and fence panels on the Splash Point Sea Defence Groin (the Pier) for a period of 10 years.

**C72.2** It was **RESOLVED** to **APPROVE** that the opportunity to sponsor the new seating, to provide it at no cost to local taxpayers, is included in the Town Council's memorial brochure.

The meeting closed at 8.10pm.

Councillor Lindsay Freeman  
Mayor of Seaford

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