



## Seaford Town Council

### To Members of the Seaford Town Council

A special meeting of the Seaford Town Council will be held at the Council Chamber, 37 Church Street Seaford, on Thursday, 12 July, 2012, at 7.00 pm, which you are summoned to attend.

S J Shippen  
Town Clerk  
6 July, 2012.

### AGENDA

**1. Apologies for Absence.**

To consider apologies for absence.

**2. Disclosure by members of any pecuniary interests and interests other than pecuniary interests, as defined under the Localism Act 2011, in relation to matters on the agenda.**

**3. 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.

**4. Seaford Head Golf Clubhouse.**

To consider report 39/12 concerning the commissioning of detailed plans to replace the Seaford Head Golf Clubhouse (pages 3 to 5)

**For further information about items appearing on this agenda, please contact Mrs S J Shippen, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG. Telephone 01323 894870, fax 01323 872976.**

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## Seaford Town Council

### Report 39/12

<b>Agenda Item No:</b>	<b>4</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>12 July 2012</b>
<b>Title:</b>	<b>Seaford Head Golf Clubhouse</b>
<b>By:</b>	<b>Sam Shippen, Town Clerk</b>
<b>Wards Affected:</b>	<b>All Seaford wards</b>
<b>Purpose of Report:</b>	<b>To advise of Fees required for detailed design, progress taken since approval of planning permission and request for delegation of authority.</b>

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#### Recommendations

**You are recommended:**

- 1. To approve fees in the sum of £59,775 to cover development of detailed design be utilised from General Reserve.**
  - 2. To agree that delegation of authority be given to the Town Clerk in consultation with a Working Group consisting of the Leader of the Council, the Deputy Leader of the Council, the Leader of the Minority Group, the Vice Chairman of the Golf Course Committee, the Golf Professional and two representatives of Seaford Head Golf Club, to make decisions with the contractor on the detailed design matters.**
  - 3. To endorse the actions of the Town Clerk in serving notice of repossession on Seaford Head Golf Club.**
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#### 1. Information

- 1.1** Seaford Town Council has made a commitment to build a new Golf Clubhouse at Seaford Head Golf Course since it acquired the site in 2005.
- 1.2** Following the refusal of the original planning application, the contractors were instructed to undertake only the design absolutely necessary in order to submit a revised planning application.
- 1.3** The Planning Application for Seaford Head Golf Clubhouse was approved by the South Downs National Park Authority Planning Committee on 14 June 2012.
- 1.4** In order for the Town Council to take matters forward to a position where an accurate build cost can be approved, detailed design now needs to be undertaken by

the approved contractor. A detailed breakdown of costs for this work is attached at Appendix A for approval.

- 1.5 During the detailed design process, meetings between the Council and contractor will be key to the development. In order to comply with legislative requirements regarding delegation of decision making and make the best use of time, it is recommended that the authority to make decisions is given to the Town Clerk with a requirement that the Town Clerk consults with a working group consisting of the Leader of the Council, the Deputy Leader of the Council, the Leader of the Minority Group, the Vice Chairman of the Golf Course Committee, the Golf Professional and two representatives of Seaford Head Golf Club before making decisions.
- 1.6 The contractor expects to be able to provide detailed costs by the end of August 2012, at which time a Special Meeting of Council will be called to consider the cost and authorise an application for borrowing from the Public Works Loan Board to the Secretary of State for Communities and Local Government in the prescribed manner.
- 1.7 It is expected that all work on site shall be able to commence in early October 2012, therefore the Town Clerk has served notice of repossession upon Seaford Head Golf Club in relation to the existing clubhouse. The actions of the Town Clerk in this respect require endorsement by Council.

## **2. Financial Appraisal**

The financial implications of this report are £59,775 to be met from the General Reserve, with an expectation of repayment to reserve from an approved borrowing from PWLB once the clubhouse build is approved. This is in line with Council policy in relation to the project.

## **3. Contact Officer**

The Contact Officer for this report is Sam Shippen, Town Clerk.

Town Clerk



