



Seaford Town Council

Minutes of the Meeting of the Seaford Town Council held at the Council Chambers, 37 Church Street, Seaford on Thursday 24 April 2014 at 7.00pm.

Present:

Councillor M Brown (Mayor)
Councillors G Cork, S Dunn, P Franklin, T Goodman, A Hayder, A Latham, L Lord, S McStravick, R Needham, L Wallraven & A White.
Garry Collins – Borough Commander of East Sussex Fire & Rescue Service
Miss Georgia Raeburn, PA to the Town Clerk – Seaford Town Council

7 members of the public.

Cllr Mark Brown showed the meeting the Don Mabey award shield to be awarded at the Town Forum on 29 April.

C85 Apologies

Apologies for absence were received from Councillors R E Allen, B Burfield, S Gauntlett, B Groves, P Heseltine, B Warren and I White (District Council business), and Sgt S Mullins.

C86 Minutes

It was RESOLVED that the minutes of the meetings held on 11 February 2014 and the non-exempt items from 10 April 2014 be APPROVED.

The Mayor informed of one amendment to the minutes from 10 April 2014, under item C80 they should have read:

'The press and public exited the meeting at 7.58pm, with the exception of Sheelagh Douglas...'

C87 Public Participation

Anne Nicholson asked whether Cllr R E Allen would be opposing the planning application from McCarthy & Stone due to change the original plan by having 14 parking spaces instead of the ten affordable houses at Eversley Court, due to be discussed by Lewes District Council's Planning Committee on 10 May 2014. Can the public be assured that Seaford Town Council will be opposing this application?

Cllr Paul Franklin explained that Seaford Town Council are strongly opposed to this application and are doing everything they can to get the promised affordable housing.

McCarthy & Stone were originally granted permission for the build as long as they included affordable housing, which is the way that many major developments get permission nowadays. They have now submitted an application to change the plan to allow 14 temporary parking spaces in place of the affordable housing. McCarthy & Stone say they have been unable to find a registered social landlord to manage the housing.

There is however a technicality with the title of the land which could prove problematic for their plans; Lewes District Council are currently trying to sort out the title.

If permission is not granted for the temporary parking spaces, it is unlikely to go to appeal due to all the technicalities.

Bob Brown wished to raise that he was unhappy with the delayed written response he had received from the Town Clerk regarding the questions he had submitted in writing to the last Environment Agency meeting in February. He would have liked to be able to discuss the response at the next Environment Agency meeting.

Cllr Mark Brown offered his apologies to Mr Brown for the delay in the reply and invited him to attend the next meeting to discuss his initial questions and subsequent answers. The next meeting is due to be held on 30 April but the Council may look to postpone this due to the absence of a Town Clerk.

Bob Brown wished to publicise his gratitude to Lewes District Councillor, Cllr Tony Nicholson, for his press release regarding Splash Point.

As per Standing Order 6 a, the Chairman requested that item 14 on the agenda be brought forward for reasons of expedience.

C88 Appointment of Proper Officer Duties

It was **RESOLVED** to **APPOINT** Cllr Mark Brown as temporary Proper Officer of the Council in the absence of a Town Clerk. (7 for, 0 against)

Cllr Brown pointed out that this is the role and responsibility of Proper Officer, not Responsible Finance Officer.

C89 Mayor's Appointments and Communications

Members considered report 179/13.

It was **RESOLVED** that the report be **APPROVED**.

Cllr Brown informed the meeting that the Sussex Association of Local Clerks (SALC) had sourced a pro-tem Town Clerk for a period of six weeks; James Corrigan. Mr Corrigan is extremely qualified having clerked at Ferryhill and Fleet Town Council's and now in retirement, living in Hertfordshire. He will be acting in a consultancy role.

mp

Cllr Latham questioned whether the costs for the pro-tem Town Clerk were reasonable and in keeping with Clerk's wages.

Cllr Brown confirmed that Mr Corrigan would be paid a daily rate which was inclusive of expenses. Cllr Brown had sought SALC's advice on what rate to offer and believes that this is in line with a Town Clerk's pay scale.

C90 Police Report

Members considered a written report by Sergeant Mullins. In his absence, Cllr Brown expanded on the report and offered his congratulations to the Policing team for a reduction in crime figures yet again.

There have been no further incidents of elderly ladies having their handbags snatched since February 2014. Burglaries, shop lifting, criminal damage and motor vehicle offences have all reduced.

The public are urged to report any scam mail or phone calls to the Police as they are able to use this to try and find the source and prevent further offences.

Special mention goes to PC Ali Bachelor who has had a great success in reducing the number of anti-social behaviour offences.

Cllr McStravick sought to gain reassurance that victim support was being offered to the elderly ladies that had had their handbags snatched in February and clarification on how the Police are working to ensure the safety of vulnerable people.

C91 East Sussex Fire & Rescue Service Report

Garry Collins, Borough Commander of East Sussex Fire & Rescue Service, gave a presentation on the headlines for the year end at April in Seaford, how these sit in line with the District and the priorities for the next year.

Seaford Fire Service have met or improved on all of their targets. Seaford has had no fire fatalities and only one injury. Sadly, there was one fatality within the District at a fire in Barcombe.

1,729 Home Safety Visits have been carried out in the District, 300 over target, with over 300 visits conducted in Seaford. Home Safety Visits are provided free of charge and if needed, the fire service will install a smoke alarm with a 10 year battery life.

Commander Collins put the focus on three key contact numbers for the public to be aware of;

- Free Home Safety Visit: 0800 177 7069, to arrange a visit for yourself or an individual/house/building you are concerned about.
- Operation Crackdown: 01243 62 22 22, to report driving offences and people driving irresponsibly.
- Crimestoppers: 0800 555 111, an anonymous number to report crimes. The Fire Service are working with the Police to try and identify trends and patterns.

There are vulnerability factors that increase people's risk to accidental flame fire; no smoke alarm, use of candles/cookers/heaters etc, being elderly, reduced mobility, independent

living, smoking, use of medication/alcohol, physical limitations to the property and storage/obstructions. The previously mentioned fatality in Barcombe was an elderly man, living alone, in bed in the middle of the night; a combination of vulnerability factors.

It is often the case that after a fire a neighbour has admitted they felt the property/individual was vulnerable but had not taken any steps to inform the Fire Service or seek assistance.

The Fire Service and the public need to work together to make the community safe. Home Safety Visits are highly recommended.

In order to repeat hitting the targets next year, the Fire Service must stay proactive and looking at preventatives.

Seaford Fire Station is a retained station but held the highest level of availability in the County, at 98%, averaging 4.22 minutes turnout time against a target of 6 minutes. This should be a big reassurance to the residents of Seaford and owes a huge commendation to the team.

Cllr McStravick thanked Commander Collins for the insightful report and mentioned how impressed she had been with the Home Safety Visit she had carried out at her home.

Cllr A White requested that the Council offices be put forward for a Home Safety Visit. Cllr White has spent time in a wheelchair recently and became aware as to the extra risks faced when you are physically less able. Commander Collins took this as an action to arrange a visit and risk assessment of the building.

Commercial buildings differ to homes in that they have a legal requirement to comply and maintain safety points. The Fire Service has the power to serve a commercial building with notice to make necessary changes or even to evict everyone from the building if it is deemed to be not complying with legal requirements.

Cllr Brown was to check when the risk assessment was carried out on the building and the date of the last fire drill. There is an evacuation procedure in place, supplied by Sussex Police.

Cllr Brown thanked Commander Collins for such an enlightening talk.

C92 Filming of Committee Meetings in the Council Chamber

Members considered report 182/13.

C92.1 It was **RESOLVED** to **NOT SUPPORT** allowing members of the public to film at Council and Committee meetings.

C92.2 It was **RESOLVED** to **AGREE** the draft protocol on the recording and filming of Council and Committee meetings.

C92.3 It was **RESOLVED** to **AGREE** to consider the installation of filming equipment in the Council Chamber to enable the Council to film Council and Committee meetings.

C92.4 It was **PROPOSED** and **AGREED** to form a Working Group to look into how to proceed with forming a filming protocol that reflects the regulations due to come into

force in the summer, and to look further into the options available and costs, and report back to Full Council.

C92.5 It was **RESOLVED** to **APPOINT** Cllr T Goodman and Cllr A White to the Filming Working Group.

C93 Application of Seal to the Rugby Club Lease

Members considered report 181/13.

It **RESOLVED** to **AGREE** to the Seal being applied to the extended Rugby Club lease.

C94 Notification of Leader and Deputy Leader of the Minority Group

It was **RESOLVED** to **NOTE** Cllr A Latham as Leader of the UKIP Minority Group and Cllr R Needham as the Deputy Leader of the UKIP Minority Group for the remainder of the municipal year 2013-14.

C95 Committee Vacancies

Members considered report 194/13.

It was **RESOLVED** to **APPROVE** the deadline of 2 May 2014 for Committee membership nominations, Outside Body representative nominations and Liaison Committee representative nominations.

As per the email from Lucy Clark, Support Services Manager, nominations are to be submitted to the PA to the Town Clerk by 2 May 2014 at the latest for inclusion in the Annual Meeting agenda.

Cllr S Dunn noted that the Review Working Group (working on the recommendations from the independent investigation report) is currently looking at the requirements of having a Leader and Deputy Leader at Parish Council level.

Cllr M Brown noted that the Grievance/Disciplinary Committee as decided at the Council meeting on 17 April 2014 is a temporary appointment for current proceedings; the committee will be reconvened again once proceedings have been finalised.

If the Appeals Committee is needed as a result of current proceedings, SALC have suggested the Council appoint three qualified individuals to sit on the committee.

The Disciplinary Committee is due to meet again on 30 April 2014 and the Review Working Group will hold their first meeting on 25 April 2014.

C96 Representation on Great War Commemoration Committee

Members considered report 195/13.

It was **RESOLVED** to **APPOINT** representation be a continuing Mayoral role. Cllr M Brown will stand on the committee for the remainder of the municipal year 2013-14.

C97 Rescheduling of Finance & General Purposes Meeting

It was **RESOLVED** to **APPROVE** the postponed meeting of the Finance & General Purposes Committee from 17 April 2014 be rescheduled for 1 May 2014 at 7.00pm.

The meeting closed at 8.08pm.



Cllr Mark Brown
Mayor