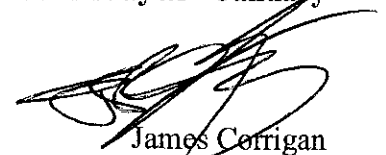




## Seaford Town Council

### To the Members of the Full Council

A Meeting of the **Full Council** will be held at 37 Church Street, Seaford on Thursday 25<sup>th</sup> January 2018 at 7.00pm, which you are summoned to attend.

  
James Corrigan  
Town Clerk  
19<sup>th</sup> January 2018

### AGENDA

1. **Apologies for Absence**  
To consider apologies for absence.
2. **Disclosure of Interests**  
To deal with any disclosure by Members of any disclosable pecuniary interests and 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.
3. **Public Participation**  
To deal with any questions, or brief representations, from members of the public in accordance with Standing Order 3 and Seaford Town Council Policy.
4. **Minutes**  
To note the following minutes, approving or not approving recommendations as required:
  - 4.1 **Full Council** 19<sup>th</sup> October 2017 pages 4 to 7  
*N.B. Two changes to draft version initially published; inclusion of Councillor Wearmouth on attendees list and addition of minute reference C68.4.*
  - 4.2 **Golf & The View** 21<sup>st</sup> November 2017 pages 8 & 9  
*N.B. The minutes of the Golf & The View Committee meeting above can be approved as an accurate record but the recommendation at G20.2 will be decided upon separately under agenda item 9.*
  - 4.3 **Community Services** 30<sup>th</sup> November 2017 pages 10 to 12  
*N.B. The minutes of the Community Services Committee meeting above can be approved as an accurate record but the recommendation at CS12.3 will be decided upon separately under agenda item 9.*
  - 4.4 **Personnel** 13<sup>th</sup> December 2017 pages 13 & 14  
*N.B. Two recommendations within the minutes; PE10.1 and PE21.3.*
  - 4.5 **Finance & General Purposes** 14<sup>th</sup> December 2017 pages 15 & 16  
*N.B. Two changes to draft version initially published; inclusion of James Corrigan, Town Clerk, and Karen Singleton, Responsible Financial Officer, on attendees list.  
The minutes of the Finance & General Purposes Committee meeting above can be approved as an accurate record but the recommendation at F17.1 will be decided upon separately under agenda item 9.*

- |                                    |                                |                |
|------------------------------------|--------------------------------|----------------|
| <b>4.6 Planning &amp; Highways</b> | 5 <sup>th</sup> October 2017   | pages 17 to 19 |
|                                    | 26 <sup>th</sup> October 2017  | pages 20 to 24 |
|                                    | 16 <sup>th</sup> November 2017 | pages 25 to 29 |
|                                    | 7 <sup>th</sup> December 2017  | pages 30 to 35 |
|                                    | 21 <sup>st</sup> December 2017 | pages 36 to 39 |
- 5. Mayor's Report**  
To note report 106/17 presenting the Mayor's Report and engagements (pages 40-43).
  - 6. Young Mayor's Report**  
To allow the Young Mayor of Seaford the opportunity to provide a verbal update.
  - 7. Clerk's Report**  
To consider report 78/17 presenting the Clerk's update report (will be circulated/published as soon as available).
  - 8. District/County Councillor Update Report**  
To give opportunity for an update from Councillors at a District or County level on business and activities that effect Seaford and the local area.
  - 9. Final Budget Report 2018/19 and Setting of Precept**  
To consider report 107/17 presenting the final draft Budget for 2018/19 and recommended precept amount (pages 44 to 66).
  - 10. Annual Return 2016/17 Update**  
To consider report 112/17 providing an update on the 2016/17 Annual Return (pages 67 to 74).
  - 11. First Internal Audit Report for 2017-18**  
To consider report 111/17 presenting the Internal Auditor's report from their first visit in 2017/18 (pages 75 to 83).
  - 12. Policy Updates**  
To consider report 108/17 seeking approval to make necessary updates to Council policies (pages 84 to 85).
  - 13. Strategic Objective Working Group**  
To consider report 109/17 seeking to establish a working group to review the Council's Strategic Objectives (pages 86 to 87).
  - 14. Committee Chairs' Management Group**  
To consider report 97/17 presenting a proposal regarding formalising a Committee Chairs' Management Group (pages 88 to 89).
  - 15. Martello Tower Entertainment Area Policy**  
To consider report 110/17 providing an update on the Martello Tower Entertainment Area Policy (pages 90 to 101).
  - 16. Exclusion of Press & Public**  
The Chairman will move that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the discussion on the next four items on the agenda as the items concern, respectively; confidential business information,

ongoing litigation and legal negotiations, and business sensitive data which is intended for future publication.

**17. Golf Course Damages Claim**

To consider exempt report 116/17 regarding a claim for damages as a direct result of the construction works at The View and Seaford Head Golf Course (exempt pages 102 to 103).

**18. Hurdis House Litigation**

To consider exempt report 101/17 regarding ongoing litigation with a former tenant of Hurdis House (exempt pages 104 to 113).

**19. The View Business Plan**

To consider exempt report 114/17 presenting the draft The View Business Plan for adoption (exempt pages 114 to 115) (N.B. Business Plan & Appendices pages numbered and included separately at end of agenda, pages 1-131).

**20. The View Working Group's Report**

To consider exempt report 115/17 presenting a report from The View Working Group (exempt pages 116 to 119).

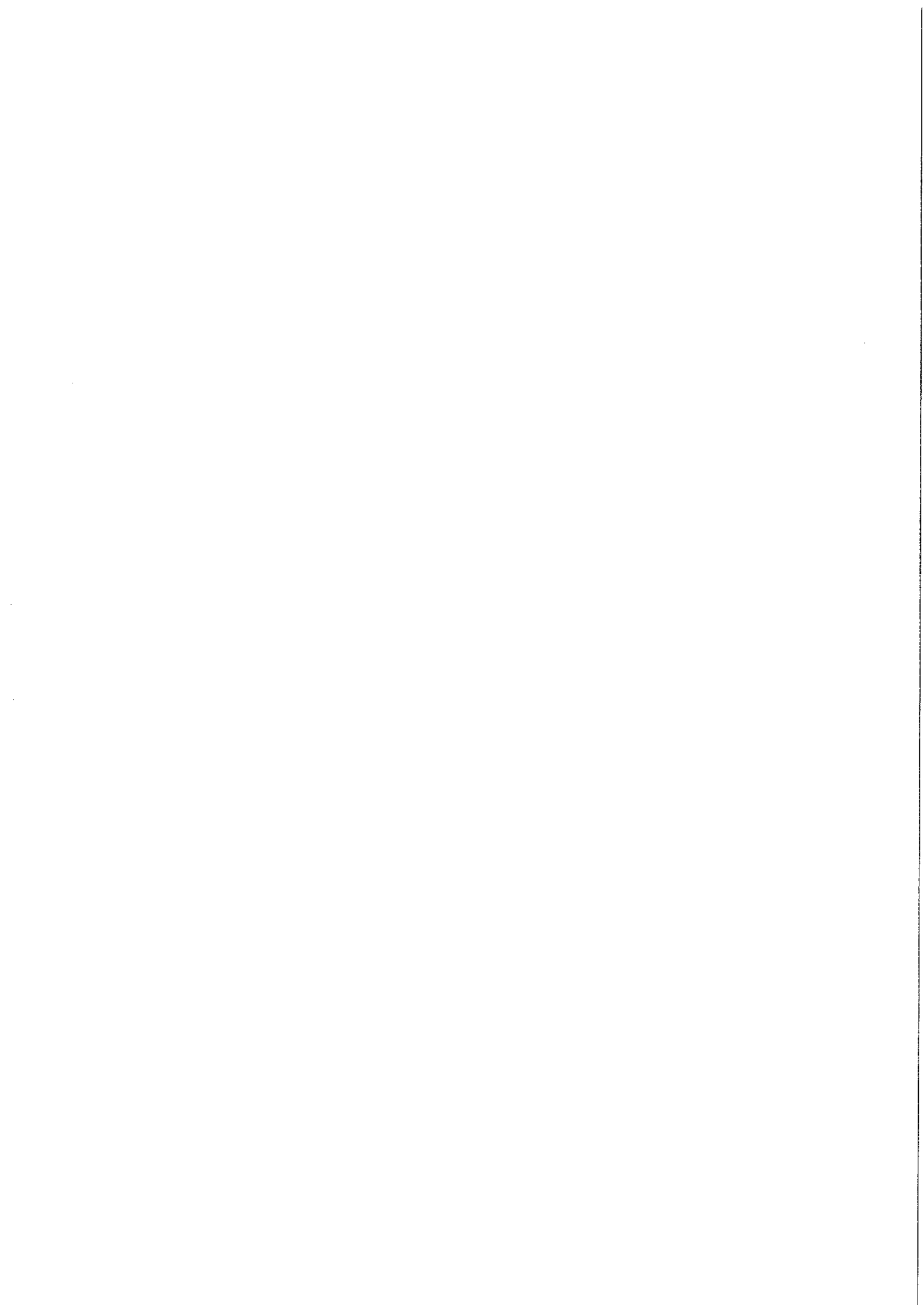
**For further information about items appearing on this Agenda please contact:**

James Corrigan, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: [admin@seafordtowncouncil.gov.uk](mailto:admin@seafordtowncouncil.gov.uk)

Telephone: 01323 894 870

**Circulation:** All Councillors, Young Mayor, Deputy Young Mayor and email recipients.





Seaford Town Council

MINUTES of a Meeting of the Full Council held in the Council Chambers, 37 Church Street, Seaford on Thursday 19<sup>th</sup> October 2017 at 7.00pm.

**Present:**

Councillor L Wallraven (Mayor) and Councillor M Brown (Deputy Mayor).  
Councillors S Adeniji, D Argent, P Boorman, D Burchett, B Burfield, J Elton, L Freeman, N Freeman, T Goodman, R Hayder, O Honeyman, R Honeyman, A Latham, P Lower, A McLean, M Wearmouth, B Webb and C White.

Thomas Exley, Young Mayor of Seaford

James Corrigan, Town Clerk – Seaford Town Council

Georgia Raeburn, Executive Support Officer – Seaford Town Council

11 members of the public.

**C62/10/17 Apologies for Absence**

Apologies for absence were received from Councillor Goodman.

**C63/10/17 Disclosure of Interests**

Under the Seaford Town Council Code of Conduct and the Localism Act 2011, Councillor Richard Honeyman declared a non-pecuniary interest in agenda items 11 and 14 as a member of the Neighbourhood Plan Steering Group.

**C64/10/17 Public Participation**

*Sylvia Dunn* Hoped that Councillors will properly consider the revised design for the Martello Toilets. Was pleased to see the additional sheltered seating as per public comments but is still not keen on the building having rounded edges or the exact locations of the seating.

*Under agenda item 11, hoped that councillors will assess all sites against the strict criteria for registering an asset under the Community Right to Bid scheme.*

*Alison Matcham* Questioned why public participation was so early on in the agenda for the meeting and whether there would be an opportunity to raise questions later on in the meeting?

**Town Clerk** Explained that it is standard practice to have public participation at this early stage of a parish or town council meeting. This enables councillors to discuss and make decisions having already heard any representations of the public. The only exception being the Planning & Highways Committee where participation is invited ahead of each individual application to be discussed.

**C65/10/17 Minutes**

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

C65.1	Planning & Highways	24 <sup>th</sup> August 2017
C65.2	Planning & Highways	14 <sup>th</sup> September 2017
C65.3	Full Council	31 <sup>st</sup> August 2017
C65.4	Golf & The View	5 <sup>th</sup> September 2017
C65.5	Personnel	18 <sup>th</sup> September 2017
C65.6	Finance & General Purposes	21 <sup>st</sup> September 2017

### C66/10/17 Mayor's Report

The Council considered report 67/17 presenting details of the Mayoral engagements.

The Mayor gave a verbal update on some further engagements booked in for Christmastime and the Remembrance services, and not forgetting the weekend's Seaford Bonfire Night. The Mayor thanked Town Historian, Kevin Gordon, for arranging a historical talk of the town on the morning of Seaford Christmas Magic (2 December). She was also pleased to announce her Mayor's Carol Service will be taking place on Friday 8<sup>th</sup> December 2017 in St Andrew's Church from 7pm. This week she was honoured to attend Seaford Head School's Celebration of Achievement evening; offering her congratulations to the Young Mayor on receiving the Trish Jenkins Award for Services to the Community. Deputy Mayor, Councillor Mark Brown, was thrilled to have received an award from the Sussex Police & Crime Commissioner for the services to the Elders' Commission.

It was **RESOLVED** to **NOTE** the contents of the Mayor's Report.

### C67/10/17 Young Mayor's Report

The Young Mayor gave a verbal update on his Seaford Summer Magic event in August, which saw over 2,500 people visit and raised £2,000 towards his charity project to put an accessible swing in the Salts play area. The Young Mayor thanked all those that supported and attended the day. He updated on his next planned event; the Bluebell Railway Cream Tea trip and following on from that, a Christmas market coach tour, details of which will be announced soon. The Young Mayor thanked all that have donated and supported his fundraising, bringing it to a total so far of £3,500.

### C68/10/17 Clerk's Report

The Council considered report 66/17 presenting the Clerk's Update Report. The Clerk gave a verbal update on some items, including the appointment of a new Projects & Facilities Manager, the Council office location, cliff safety discussions, finalised leases, ongoing litigation, the Neighbourhood Plan, the Newlands school site, land sales, a review of the Council's strategic plans and the request to place an art sculpture on the beach.

The Council discussed many items in great depth, including The View support meeting and business plan, ongoing litigation, the art sculpture request, Freedom of Information requests received, informal complaints received, Talland Parade, HR systems and processes within the Council, budget setting and aspirational budgets, the Traffic Regulation Order for the seafront, officer attendance at Council meetings and having a Gantt chart created to clarify aspects of the delivery of the strategic plan.

**C68.1** It was **PROPOSED** to **AGREE IN PRINCIPLE** to engaging an independent consultant to undertake a review an HR staff morale and motivations review of employees, subject to the Personnel Committee agreeing in advance of any process beginning; the **MOTION** was **CARRIED**.

**C68.2** It was **PROPOSED** to **INSTRUCT** the Town Clerk to make contact with a view to dropping the Council's claim subject to the respondent dropping their counterclaim;

*(Councillor P Boorman declared a non-pecuniary interest and left the room)*

the **MOTION** was **CARRIED**.

*(Councillor P Boorman re-entered the room)*

**C68.3** It was **PROPOSED** to **RESPOND** that the Council could not support having the requested art sculpture on the seafront; the **MOTION** was **CARRIED**.

**C68.4** It was **PROPOSED** to **ACCEPT** the contents of the Clerk's Report as there were financial implications within; the **MOTION** was **CARRIED**.

## C69/10/17 District/County Councillor Update Report

*Councillor Olivia Honeyman, Lewes District Council –*

*Councillor Honeyman gave an overview on the changes that will be happening to the way recycling is handled in the District and the items that will be able to be recycled. Seaford will be getting new bins in January/February 2018 and will be getting information packs prior to this. Residents will still be able to register for assisted service where required. The recycling waste will be taken to a Viridor plant in Merf, Crayford, South East London.*

*Lewes District Council and Eastbourne Borough Council will be launching its new website in November.*

*Councillor Phil Boorman, East Sussex County Council –*

*Councillor Boorman updated on talks regarding the local bus services in Seaford, the petition taken to County Council about the A259 and traffic management, and the current petition being run regarding 'fairer funding' and the County Council struggling to operate with the imposed cuts. Councillor Boorman urged people to sign this petition.*

## C70/10/17 2018-19 Meeting Timetable

The Council considered report 72/17 presenting the proposed timetable for Council and Committee meetings for the 2018-2019 Municipal Year, discussing the implication of the 2019 election date.

It was **RESOLVED** to **ADOPT** the 2018-2019 Meeting Timetable with the following amendments; Golf & The View Committee meeting on 22<sup>nd</sup> May 2018 to be 29<sup>th</sup> May 2018 and the Community Services Committee meeting on 2<sup>nd</sup> May 2019 to be 18<sup>th</sup> April 2019.

## C71/10/17 Martello Toilet Final Design

The Council considered report 73/17 presenting the revised proposed design for the new Martello toilet facility for approval and discussed the amendments made, including the dimensions of the cubicles.

It was **RESOLVED** to **APPROVE** the amended proposed design for the new Martello toilet facility as presented, subject to ensuring the toilet dimensions meet standard regulations.

## C72/10/17 Seaford Community Right to Bid

The Council considered report 70/17 regarding assets the Council wishes to register under the Community Right to Bid scheme.

It was **PROPOSED** to **DEFER** this item until after the Neighbourhood Plan item had been discussed and decided upon; the **MOTION** was **CARRIED**.

## C73/10/17 Martello Tower Entertainment Area Policy

The Council considered report 75/17 presenting the report from the Martello Tower Entertainment Area Working Group.

It was **RESOLVED** to **AGREE** to the recommendations within the report, namely;

- C73.1** To **NOTE** the contents of the Martello Entertainments Area briefing update;
- C73.2** To **AGREE** to the recommendations (paragraphs 11 to 14 in the report) and the related consideration at paragraph 18;
- C73.3** To **AGREE** the Town Clerk is asked to produce the final policy to include, as applicable, the use of other STC-owned outdoor sites revising the current application form and terms & conditions as appropriate;
- C73.4** To **AGREE** the timescale for completion as follows:
  - i. Town Clerk provides draft policy to Working Group by mid-January 2018

- ii. Final policy to Full Council March 2018 meeting
- iii. Policy implemented by May 2018

**C73.5** To **AGREE** that no further development of the MEA will take place until such time as the policy is agreed and in place.

#### **C74/10/17 Exclusion of the Press & Public**

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be **EXCLUDED** from the remainder of the meeting as the items concern business sensitive data which is intended for future publication and personal and confidential information regarding Council employees; with the **EXCEPTION** that the members of the Neighbourhood Plan Steering Group be permitted to stay for item 14 of the agenda to enable them to answer any questions the Councillors may have.

*(All members of press and public exited the meeting with the exception of the Neighbourhood Plan Steering Group members in attendance; J Allcock, K Blackburn, S Dunn, C Grimble, F House and D Ward. The Young Mayor and Councillor S Adeniji also exited the meeting at this point.)*

#### **C75/10/17 Adoption of Draft Seaford Town Neighbourhood Plan**

The Council considered report 75/17 presenting the draft Seaford Town Neighbourhood Plan for approval.

**C75.1** It was **RESOLVED** to **SET ASIDE** Standing Orders and allow members of the Neighbourhood Plan Steering Group present in the meeting to provide advice and clarification on the draft plan.

The Council discussed each individual policy and community aspiration in great depth, with the Steering Group members on hand to present each item and answer queries or questions.

**C75.2** It was **RESOLVED** to **RE-INSTATE** Standing Orders.

**C75.3** It was **RESOLVED** to **ADOPT** the draft Neighbourhood Plan, Pre-submission Sustainability Appraisal and Green Spaces Policy as circulated to Councillors and attached to the agenda.

**C75.4** It was **RESOLVED** to **AUTHORISE** the Neighbourhood Plan Steering Group to consult on the Neighbourhood Plan with the public to enable a final plan to be adopted at a later date, ready for submission to the appointed Inspector for appraisal.

#### **C76/10/17 Seaford Community Right to Bid**

The Council discussed report 70/17 in greater depth regarding assets the Council wishes to register under the Community Right to Bid scheme and in light of the decisions made with the Neighbourhood Plan.

**C76.1** It was **PROPOSED** to **DESELECT** all recommendations for registration (Except those already registered) and establish a Working Group to review and report back to Council with recommendations; the **MOTION** was **CARRIED**.

**C76.2** It was **RESOLVED** to **ESTABLISH** a Working Group consisting of Councillors Boorman, Elton, L Freeman, R Honeyman, Latham and Wallraven.

The meeting closed at 10.30pm.





## Seaford Town Council

**MINUTES** of the meeting of the **Golf & The View Committee** held at **The View at Seaford Head, Southdown Road, Seaford, BN25 4JS** on **Tuesday 21<sup>st</sup> November 2017** at **7.00pm**.

**Present:**

Councillors A Latham (Vice-Chair in Chair)

Councillors M Brown, D Burchett, L Freeman, N Freeman, O Honeyman and P Lower.

Mayor L Wallraven (ex officio).

Mr James Corrigan - Town Clerk (Seaford Town Council)

Mr Fraser Morley - Golf Professional (Seaford Town Council)

Mr Simon Lambert - Head Greenkeeper (Seaford Town Council)

Mr Craig Nicol – General Manager The View (Seaford Town Council)

Mr Alan Miller (Seaford Head Golf Club)

5 members of public

**G14/11/17 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillor S Adeniji, R Hayder, A Mclean and Mr Eddie Martin (Seaford Head Golf Club).

**G15/11/17 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.

**G16/11/17 Public Participation**

*Christine Brett asked when the Business plan for The View was to be completed. The Town Clerk advised that it was being considered in draft at present and could be presented to the Town Council meeting in January for consideration.*

*Sylvia Dunn asked if the business plan for The View would be made public. The Town Clerk advised that certain parts of the plan would be commercially sensitive so would be redacted but once adopted the remainder of the plan would be available.*

**G17/11/17 Head Greenkeeper's Report**

The Committee considered report 81/17 presenting an update on the maintenance of the golf course and asked questions of the Head Greenkeeper. It was **RESOLVED** to **NOTE** the contents of the report.

**G18/11/17 Golf Professional's Report**

The Committee considered report 82/17 presenting an update on golf course related matters and business and asked questions of The Golf Professional. It was **RESOLVED** to **NOTE** the contents of the report.

**G19/11/17 General Manager's Report**

The Committee considered report 83/17 presenting an update on the business activities and finance of The View and asked questions of The General Manager. It was **RESOLVED** to **NOTE** the contents of the report.

**G20/11/17 Golf & The View Draft 2018-19 Budget Report**

The Committee considered report 84/17 presenting the draft projected outturn for the current financial year and the draft Committee budget for the year 2018-19 to 2022-23.

**G20.1** It was **RESOLVED** to **NOTE** the projected outturn for the 2017-18 financial year.

**G20.2** It was **RESOLVED** to **RECOMMEND** the draft 2018-19 budget to Full Council for adoption on 25<sup>th</sup> January 2018.

The meeting closed at 7.41pm.

Councillor Alan Latham  
Vice-Chairman

Draft



Seaford Town Council  
Community Services Committee

Minutes of the meeting of the Community Services Committee held at 37 Church Street, Seaford on Thursday 30<sup>th</sup> November 2017 at 7.00pm.

**Present:**

Councillor P Boorman (Vice-Chair in Chair)

Councillors D Argent, M Brown, L Freeman, N Freeman, R Hayder, O Honeyman, L Wallraven, M Wearmouth, B Webb and C White.

Mr James Corrigan – Town Clerk, Seaford Town Council

7 members of the public.

**CS 07/11/17 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillor Latham (Councillor M Brown substituted).

Craig Williams, Projects & Facilities Manager, gave his apologies for being unable to attend.

**CS 08/11/17 Disclosure of Interests**

No declarations were made of disclosable 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.

**CS 09/11/17 Public Participation**

*Sylvia Dunn Wished Craig Williams, Projects & Facilities Manager, all the best in the future.*

*Requested an update on the previously mentioned replacement of bins on the seafront, as half are missing their doors.*

*Informed the Committee that some of the car park fencing along the seafront has come down and there are still straps on the car side that are very sharp.*

*Questioned why the shingle on the promenade has not yet been removed when Lewes District Council had said this would be arranged.*

*Requested an update on the caravans and campervans on the unmade road between the Martello East Field and the pumping station.*

Town Clerk Confirmed that the Council are looking at different models of bins to replace them as part of the Seafront Development Plan, hopefully over the next financial year; the aim will be to source bins with no metal parts to prolong their life.

Agreed that the knee rails are not ideal and the Council will be considering what is the best solution in this area, as something is needed to stop vehicles being able to access the beach.

Explained that the Town Council are having discussions with the Environment Agency regarding responsibility for the shingle and looking at a better, more effective solution going forwards.

Confirmed that East Sussex County Council are working on a draft Traffic Regulation Order for the seafront, which will encompass caravan

and motorhome parking. Once the draft is received, the Town Council will be consulted before it is opened to public consultation. The Order will not prevent overnight parking but will allocate areas in which it is allowed. Once the Order is in place, parking tickets can be given to those in breach of the Order.

*Richard  
Honeyman*

*Questioned the lack of disabled facilities with the new beach huts at Bönningstedt Parade and whether huts could be adapted to be accessible.*

*Asked about where the responses had come from on the Skate Park consultation, which was the favoured design option and whether Seaford Head School had been involved.*

Town Clerk

Explained that the new beach huts are being sold as private property and it is up to the individual if they want disabled access. The Town Council will retain 10 new huts for rental and has designed these so that they will have access via a ramp at one side across a shared balcony. This will be part of phase three of the development plan, when specific design aspects and costs will be fully considered.

Confirmed that there were over 200 responses to the consultation, which was run through Survey Monkey. The result was very close between designs A and B, with A having the majority. Design C had only 4% of votes. Believed that the school had been involved in the consultation, with the word also spread through a Facebook site created specifically for the project.

*Ernie Hill*

*Requested an update on the tree works at the war memorial.*

Town Clerk

Confirmed that he would discuss this with the necessary Officer and look in to it.

*Councillor  
Olivia*

*Honeyman*

Confirmed that the Environment Agency were arranging to get the shingle removed at the end of phase one of the shingle recycling works, which subject to any storm damage should be 24<sup>th</sup> November. Bulldozers will then remain onsite over the winter.

#### **CS 10/11/17 Projects and Facilities Manager – Update Report**

The Committee discussed report 85/17 presenting the Projects & Facilities Manager's update report. In depth discussion was had on the details of the Martello toilets project and the commencement date, a toilet project in Rottingdean, the finances and sales of the new beach huts, the lease for the Crypt and renovation works on the building, the drafting a policy for the Martello Entertainments Area which was to be presented to the Council in January 2018, the concession at South Hill Barn, the 2018 Armed Forces Day event and the marking of the centenary of the end of World War I, the Mayor's role at the Christmas Lights switch on, the sea defence wall by the Bönningstedt beach huts, tree removal works and the sale of the land at Firle Road/North Way.

It was **RESOLVED** to **APPROVE** the contents of the report.

#### **CS 11/11/17 Finance Report**

The Committee considered report 86/17 informing members of the Committee of the income and expenditure for October 2017 and the financial year to date. Members discussed the toilet facilities at the Crouch Bowling Club, the Crouch Development Plan, thanking the Council Officers involved with increasing the filming income so

significantly, the marked increase in income particularly with Martello Fields, Seaford in Bloom and the possibility of further sponsorship (including South East Water) and an upcoming review of the Council's Strategic Plan in January 2018.

It was **RESOLVED** to **APPROVE** the contents of the report.

#### **CS 12/11/17 Community Services Draft 2018-2019 Budget**

The Committee considered report 87/17 presenting the draft projected outturn for the current financial year and the Committee budget for the 2018-2019 financial year. Members discussed thanking those involved with The Shoal and prevention of cliff erosion. The Clerk reminded the Committee that there is likely to be changes to the draft budget before it is presented to Full Council in January 2018.

**CS12.1** It was **RESOLVED** to **APPROVE** the projected outturn for 2017-18 and the draft budget for 2018-19 for this Committee.

**CS12.2** It was **RESOLVED** to **APPROVE** that the draft budget subject to any amendments be recommended to Full Council for adoption.

**CS12.3** It was **RESOLVED** to **RECOMMEND** to Full Council to approve that should there be an underspend in the Projects budget for 2017-18, these monies are transferred into the Community Projects ear-marked reserve (EMR 358).

#### **CS 13/11/17 Salts Skate Park - Approval**

The Committee considered report 88/17 detailing the proposed plans of the skate park at The Salts. The Clerk gave a verbal update on the consultation process and outcome, the finances of the project, the design of the skate park and options with the old equipment being removed.

It was **RESOLVED** to **APPROVE** the design/costs and contractor of design A and **DELEGATE** power to the Projects & Facilities Manager to instruct the contractors once the necessary funds have been received.

The Committee wished to pass its thanks on to Craig Williams, departing Projects & Facilities Manager, for all his work at the Council and with the Community Services Committee, and wish him the best of luck going forwards.

The meeting closed at 8.20pm.

Councillor P Boorman  
Vice-Chair in Chair



## Seaford Town Council

MINUTES of a Meeting of the Personnel Committee held at the Council Chambers, 37 Church Street, Seaford on Wednesday 13<sup>th</sup> December 2017 at 6.00pm.

**Present:**

Councillor S Adeniji (Chair), L Freeman (Vice-Chair), R Honeyman, A Latham, and L Wallraven (ex-officio).

James Corrigan, Town Clerk – Seaford Town Council

Georgia Raeburn, Executive Support Officer – Seaford Town Council

No members of the public were present.

**PE08/12/17 Apologies for Absence**

Apologies for absence were received from Councillor P Boorman and P Lower.

**PE09/12/17 Disclosure of Interests**

No declarations were made of disclosable 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.

**PE10/12/17 Future Committee Meeting Date**

The Committee considered report 89/17 regarding scheduling a date for a meeting of the Personnel Committee and giving an indication of the items due to be on the agenda.

**PE10.1** It was **RESOLVED** to **RECOMMEND** that Full Council agrees to schedule a Personnel Committee meeting for Wednesday 14<sup>th</sup> March 2018.

**PE10.2** It was **RESOLVED** to **NOTE** the items for inclusion of the agenda for said Committee meeting.

**PE11/12/17 Exclusion of the Press and Public**

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be **EXCLUDED** from the remainder of the meeting as the items concerned confidential personnel details.

**PE12/12/17 Council Employee Hours & Time Off In Lieu**

The Committee considered report 90/17 regarding hours worked by Council employees and levels of time off in lieu.

**PE12.1** It was **RESOLVED** to **NOTE** that the Chair of Personnel meet with the Town Clerk to discuss the Clerk's time off in lieu hours and report back to the Committee.

**PE12.2** It was **RESOLVED** to **NOTE** that a review of the Staff Structure Review will take place at the Committee meeting in March 2018 in order to review staff capacity in light of the Council's increased turnover.

**PE12.3** It was **RESOLVED** to **RECOMMEND** that Full Council approve a temporary increase in contracted hours of work for the Executive

Support Officer to 37 hours per week from 1<sup>st</sup> January 2018 until 31<sup>st</sup> March 2018.

**PE12.4** It was **RESOLVED** to **NOTE** that a review of the Council's Time Off In Lieu Policy will be carried out and circulated to the Committee to comment on prior to it being presented to Full Council in January 2018.

The meeting closed at 6.44pm.

Councillor Sam Adeniji  
Chairman

DRAFT



## Seaford Town Council

### Finance & General Purposes Committee

Minutes of a meeting of the Finance & General Purposes Committee held at the Council Chamber, 37 Church Street, Seaford on Thursday 14th December 2017 at 7.00pm.

#### Present:

Councillors M Brown (Chairman)  
Councillors D Argent, P Boorman, J Elton, T Goodman, O Honeyman, R Honeyman and L Wallraven.  
James Corrigan, Town Clerk  
Karen Singleton, Responsible Financial Officer  
Lucy Clark, Finance Manager  
1 member of the public

#### F12/12/17 Apologies

Apologies of absence were received from Councillors B Burfield (Vice Chairman) and S Adeniji.

#### F13/12/17 Disclosure of Interests

There were no disclosures of interests.

#### F14/12/17 Public Participation

There was no public participation.

#### F15/12/17 Finance Report

##### F15.1 Receipts, Payments and Bank Reconciliation for September and October 2017

The Committee considered report 91/17 advising of receipts, payments and bank reconciliations for September and October 2017. Members asked for clarity on the investment account and on certain income and payments. The Responsible Finance Officer (RFO) confirmed that officers would be looking at an investment strategy in the new year which would be taken to Full Council.

**F15.1.1** It was **RESOLVED** to **NOTE** (as previously reported) the balance brought forward from August 2017 is £247,465.13.

**F15.1.2** It was **RESOLVED** to **NOTE** the September 2017 total receipts of £551,699.92 and total payments of £175,652.03 leaving a balance to carry forward of £623,513.02.

**F15.1.3** It was **RESOLVED** to **NOTE** the October 2017 total receipts of £119,267.59 and total payments of £292,330.99 leaving a balance to carry forward of £450,449.62.

**F15.1.4** It was **RESOLVED** to **NOTE** the investment account balance of £134,087.07.



## **F15.2 Finance Report**

The Committee considered report 92/17 informing of income and expenditure from 1<sup>st</sup> April to 31<sup>st</sup> October 2017 compared to the annual budget. Members asked for clarity on items within certain budget and cost centre codes.

It was **RESOLVED** to **APPROVE** the information detailed in the report.

## **F16/12/17 Venue and Facilities Hire Charges**

The Committee considered report 99/17 advising them of the proposed new fee structure for the use of Council Office Facilities and Open Spaces during 2018/19.

It was **RESOLVED** to **APPROVE** the fees proposed for the Venue & Facilities Hire Charges during 2018-19 as shown in Appendix A.

## **F17/12/17 Proposed Finance & General Purposes Budget 2018/19**

The Committee considered report 93/17 presenting a draft budget for 2018/19 for the Committee to consider and make any recommendations to the Council meeting on the 25<sup>th</sup> January 2018. Members discussed potential litigation costs. The Town Clerk explained that budget costs are not known at this stage but expecting to have further information in time for the budget meeting in January.

**F17.1** It was **RESOLVED** to **RECOMMEND** that the draft budget subject to any amendments be recommended to Full Council for adoption.

**F17.2** It was **RESOLVED** to **NOTE** that a Working Group Meeting for all Councillors to discuss all Committee Budgets in detail is being held on 16<sup>th</sup> January 2018.

The meeting closed at 7.57pm.

Councillor Mark Brown  
Chairman



Seaford Town Council

## Planning and Highways Committee

Minutes of the meeting of the **Planning and Highways Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Thursday 5<sup>th</sup> October 2017** commencing at **7.00 p.m.**

### **Present:**

Councillors, L Wallraven (Chairman), D Argent, P Boorman, J Elton, L Freeman N Freeman, T Goodman, R Honeyman and P Lower.

Geoff Johnson - Planning Officer

4 members of the public present

### **P 39/10/17 Apologies for Absence and Declaration of Substitute Members**

Apologies were received from the Councillor A Latham.

### **P 40/10/17 Disclosure of Interests**

Councillor L Wallraven declared a non-pecuniary interest as a member of the Lewes District Council's Planning Applications Committee and did not speak or vote on any item.

### **P 41/10/17 Public Participation**

None.

### **P 42/10/17 Planning Applications**

#### Planning Applications week ending 8<sup>th</sup> September 2017

**Seaford**                      **25 St. Peter's Road**  
LW/17/0613                  Planning Application-Erection of fence around one side of the property.

It was **RESOLVED** to **SUPPORT** the application.

**Seaford**                      **39A Claremont Road**  
LW/17/0706                  Planning Application- Loft conversion, rear extension and alteration to garage.

It was **RESOLVED** to **OBJECT** to the application on the grounds that it was overdevelopment of the site, visually obtrusive and would be detrimental to the amenities of residents to the rear of the property thorough overlooking and loss of privacy.

**Seaford**                      **10 Blatchington Hill**  
LW/17/0707                  Planning Application- Erection of side extension.

It was **RESOLVED** to **OBJECT** to the application. The objections previously raised in respect of LW/16/1043 had not been resolved. The extension was too large, not in scale with the existing dwelling and the formation of the access and loss of trees would be detrimental to the character and appearance of the surrounding Conservation Area. There were also concerns that the access could cause traffic hazards.

**Seaford**                    **High Wood 51 Firlle Road**  
LW/17/0720                Planning Application- Erection of new detached dwelling, associated private garden and off-street parking provision.

It was **RESOLVED** to **SUPPORT** the application. The divided plot still had sufficient space to accommodate the proposed dwelling without any adverse effect on the character of the area.

**Seaford**                    **24 Rookery Way Bishopstone**  
LW/17/0745                Planning Application- Loft conversion including new roof at an increased pitch and front and rear dormers.

It was **RESOLVED** to **SUPPORT** the application. It was noted that the scheme had already been implemented and that that the application was dated March 2016. Queries were raised as to why it had taken so long to process the application. The Planning Officer would take this up with the District Council.

Planning Applications week ending 15<sup>th</sup> September 2017

**Seaford**                    **20 The Holt**  
LW/17/0754                Planning Application- Proposed three-bed detached dwelling with garage.

It was **RESOLVED** to **SUPPORT** the application. In policy terms it was useful windfall development and the site was large enough to accommodate the proposed dwelling without any adverse impact on the amenities of neighbouring residents and the general character of the area.

Planning Applications for Reconsultation

**Seaford**                    **7 Marine Crescent**  
LW/17/0076                Planning Application- Construction of a pair of three-bed two-storey semi-detached dwellings.

It was **RESOLVED** to **SUPPORT** the application. The plot was large enough to accommodate the redevelopment without adversely affecting neighbouring properties. The scheme would be in character with the area. Queries were raised as to the reason for the reconsultation as there appeared to have been no revisions made to the plans previously considered at the 3<sup>rd</sup> August meeting.

**P/43/10/17 Road Closure Request**

Members considered report 68/17 informing the Committee of proposals for road closures for Remembrance Sunday, 12<sup>th</sup> November 2017.

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

**P 44/10/17 Update Report**

Members considered report 69/17 informing the Committee of Lewes District Council Decisions on previous planning applications.

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

The meeting closed at 7.29 pm.

Councillor L Wallraven  
Chairman



Seaford Town Council

## Planning and Highways Committee

Minutes of the meeting of the **Planning and Highways Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Thursday 26<sup>th</sup> October 2017** commencing at **7.00 p.m**

### Present:

Councillors, L Wallraven (Chairman), J Elton, A Latham, T Goodman and R Honeyman.  
Geoff Johnson - Planning Officer  
4 members of the public present

### **P 45/10/17 Apologies for Absence and Declaration of Substitute Members**

Apologies were received from the Councillors D Argent, P Boorman, L Freeman, N Freeman and P Lower

### **P 46/10/17 Disclosure of Interests**

Councillor L Wallraven declared a non-pecuniary interest as a member of the Lewes District Council's Planning Applications Committee and did not speak or vote on any Item

Councillor R Honeyman declared a non-pecuniary interest in LW/17/0501 as a member of the Seaford Neighbourhood Plan Steering Group and did not speak or vote on that application

### **P 47/10/17 Public Participation**

*Jill Wilson of Dorcas Cottage Saxon Lane spoke on the continuing problems with the scaffolding at Talland Parade. She had been surrounded by debris from the site for six years. Over the stormy weekend of 21<sup>st</sup>/22<sup>nd</sup> October three scaffold planks had fallen into her garden but fortunately did not cause any damage. Falling plastic sheets had also taken tiles off her roof and damaged her guttering. There was no one working on the site. It was unbearable living next to it worrying about what was going to happen next. The Police and Fire Service had been called over the weekend to deal with the falling Plastic sheets. The Owners should refund her Council Tax which she would then donate To charity. The fence at the rear prevented her from gaining access to the rear of her Property.*

Councillor Goodman mentioned that he had been in contact with ESCC regarding the blockage of the highway. The Planning Officer confirmed that he was in regular contact with Lewes D.Cs Enforcement Officer to put pressure on the District Council to take some positive action.

*Barry Groves mentioned that he visited the Talland Parade site weekly and was also concerned about the traffic hazard from speeding cars which put pedestrians and people on mobility scooters in danger.*

*He also referred to the continuing traffic problems due to parking in the Marine Drive/ Bishopstone Road area. Double yellow lines were required urgently to remedy the problems.*

The Planning Officer informed the Committee that the area was likely to come under consideration in the next Parking Review to be carried out by ESCC Highways early in the new year

## **P 48/10/17 Planning Applications**

### Planning Applications week ending 29th September 2017

**Seaford**                      **30 Tudor Close**  
LW/17/0776                  Planning Application-Extension of garage to side of property

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                      **36 Rookery Way Bishopstone**  
LW/17/0801                  Planning Application- Demolition of existing conservatory and loggia and erection of single storey rear and side extensions and raised rear decking

It was **RESOLVED** to **SUPPORT** the application

### Planning Applications week ending 6<sup>th</sup> October 2017

**Seaford**                      **2 Hindover Crescent**  
LW/17/0624                  Planning Application- Replacement single storey rear extension for Mrs S Hampton

It was **RESOLVED** to **SUPPORT** the application. The proposed extension was large but could be accommodated without causing any amenity problems for occupiers of neighbouring properties

**Seaford**                      **2 Beacon Drive**  
LW/17/0775                  Planning Application- Erection of fence with trellis on top for Mr R Cotter

It was **RESOLVED** to **SUPPORT** the application. The fence was to replace a dying untidy tall hedge and there was already a 6 ft fence at the property opposite. Additional planting would soften the impact on the street scene

**Seaford**                      **1 Roedean Close**  
LW/17/0790                  Planning Application- Two storey rear and side extension for Mr & Mrs Bowers

It was **RESOLVED** to **SUPPORT** the application. Although it was a substantial extension its location and the size of the plot would ensure that it would not give rise to any amenity problems

**Seaford**  
LW/17/0813

**3 St Margaret's Rise Bishopstone**  
Planning Application- Entrance porch and bedroom extension

It was **RESOLVED** to **OBJECT** to the application on the grounds that it was larger than other front extensions in the area and its intrusion in front of general line of the properties would harm the street scene and amount to overdevelopment in this particular location. contrary to policy ST3 of the Local Plan

**Seaford**  
LW/17/0836

**15 Rother Road**  
Planning Application- Single storey rear extension and loft conversion

It was **RESOLVED** to **SUPPORT** the application The amended description to 'Proposed two-storey extension and loft conversion' was **NOTED**

**Seaford**  
LW/17/0839

**19 Green Walk**  
Planning Application- Demolition of detached garage, two storey side and rear extension, single storey front extension and internal alterations

It was **RESOLVED** to **SUPPORT** the application on the grounds that the property was able to accommodate a large extension without affecting its character or causing any amenity problems.

**Seaford**  
LW/17/0842

**72 Vale Road**  
Planning Application- Erection of a four-bed detached dwelling

It was **RESOLVED** to **SUPPORT** the application on the grounds that it was a like for like replacement of the property previously demolished following a fire.

Planning Applications for week ending 13<sup>th</sup> October 2017

**Seaford**  
LW/17/0833

**83 Stafford Road**  
Planning Application- Removal of existing front porch & erection of new UPVC porch

It was **RESOLVED** to **SUPPORT** the application

**Seaford**  
LW/17/0847

**16 Churchill Road**  
Planning Application- Demolition of garage and erection of semi detached split bungalow

It was **RESOLVED** to **OBJECT** to the application on the grounds that it would form a cramped development which would be out of character with the area. The proposals did not overcome the objections of the Inspector as outlined in the appeal decision letter on the previous application LW/16/0007

**Seaford**                      **Sutton Corner Garage, Sheep Pen Lane**  
LW/17/0849                  Planning Application- Demolition of existing garage workshop, erection of terrace of three x 2 bedroom houses and a single storey dwelling

It was **RESOLVED** to **SUPPORT** the application on the grounds that it was a simple renewal of the scheme approved by Lewes D.C in 2014

Reconsultation

**Seaford**                      **11 Blatchington Road**  
LW/17/0501                  Planning Application- Remove single storey kitchen building, erection of replacement two storey building accommodating three self-contained flats with associated parking alterations to the fenestration on the west elevation of The main clubhouse building and change of use of the Old Wagon Factory Building from B1 to Sui Generis- amended plans

It was **RESOLVED** that the amended plans be **SUPPORTED**. The potential hazard to pedestrians caused by the narrow access, on which Lewes D.C planning officers were basing their recommendation to refuse, was not considered to carry sufficient weight to justify refusal. It was not an area which attracted many pedestrians and any potential impact would be outweighed by the benefit of the provision of new residential units close to the Town Centre.

Tree Works Applications

**Seaford**                      **16 Manor Road North**  
TW/17/0102                  Tree Works Application (TPO)- 1 Elm (T8) and 1 Sycamore (T9) 30% reduction in size

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                      **6 Firlie Grange**  
TW/17/0101                  Tree Works Application-(TPO) Crown Lift by removing secondary growth only to provide 2 ft. clearance under canopy. Reduce crown by 3 metres

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                      **Martello Cottage Bramber Lane**  
TW/17/0098                  Tree Works Application-(TPO) 1 x Monterrey Cyprus (T1) Fell to ground level

It was **RESOLVED** to **OBJECT** to the application on the grounds that it was a landmark specimen tree which contributed greatly to the character of the area. No evidence or reason had been put forward to justify the removal.



**P/49/10/17 South Downs National Park- Local Plan- Submission Draft**

Members considered report 76/17 on the latest draft of the SDNPA Local Plan, the Submission Draft. The consultation period would run to 21<sup>st</sup> November 2017 following which the Plan would be considered by an Inspector at the Examination in Public in the new year.

It was **RESOLVED** that the following comments be sent to the SDNPA:-

1. That as the Plan would eventually supersede the saved policies of the Lewes Local Plan consideration should be given to additional special protection for Bishopstone Village to replace the specific protection currently given by saved policy SF11.

2. That similar consideration is given to additional protection for the Tidemills area in view of its historical significance, again to replace the special protection provided in the Lewes Local Plan

**P/50/10/17 Update Report**

Members considered report 77/17 informing the Committee of Lewes District Council decisions on previous planning applications.

It was **RESOLVED** that the report be **NOTED**

The meeting closed at 8:02pm

Councillor L Wallraven  
Chair



Seaford Town Council

## Planning and Highways Committee

Minutes of the meeting of the **Planning and Highways Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Thursday 16th November 2017** commencing at **7.00 p.m.**

### Present

Councillors L Wallraven (Chairman) D Argent, P Boorman, J Elton, L Freeman, N Freeman, R Honeyman, A Latham, P Lower and M Wearmouth.  
Geoff Johnson - Planning Officer.  
11 members of the public present.

### P 51/11/17 Apologies for Absence and Declaration of Substitute Members

Apologies were received from Councillor T Goodman, Councillor M Wearmouth was substituting for him

### P 52/11/17 Disclosure of Interests

Councillor L Wallraven declared a non-pecuniary interest as a member of Lewes District Council's Planning Applications Committee and would not speak or vote on any item other than in the situation of a tied vote.

Councillor P Boorman declared non-pecuniary interests in LW/17/0553, LW/17/0572 and LW/17/0870 and did not speak or vote on those applications. He also declared that as a member of East Sussex County Council he would not speak or vote on Item 5- Re Fishers Wharf Newhaven Harbour

Councillor R Honeyman declared a non-pecuniary interest in LW/17/0837 and did not speak or vote on that application

Councillor A Latham declared a non-pecuniary interest in LW/17/0814 and did not speak or vote on that application.

### P 53/11/17 Public Participation

None

### P 54/11/17 Planning Applications

Planning Applications for week ending 20<sup>th</sup> October 2017

**Seaford**            **8 Belgrave Road**  
LW/17/0553        Planning Application- Construction of a wooden shed/workshop

*Miss Fox of 4 Belgrave Road. She objected to the application and had handed in a letter objection. She had not been notified of the application and had found out about it from the site notice. She owned the access road to the garages at the rear of 4-6 Belgrave Road which abutted the proposed workshop. She considered that the use of the 25 acres rented by the applicant already amounted to*

*an inappropriate business use which was damaging the surface of the narrow access road. The applicant was using the garages for his 'handyman' business and for the repair and testing of motor bikes. She and other residents already suffered excessive noise and disturbance from the current use and the development of the workshop would exacerbate the problem*

It was **RESOLVED** to **OBJECT** to the application on the following grounds:-

That taking into account the concerns of the neighbouring residents at the general disturbance caused by the current use of the adjacent garages by the applicant in connection with his business it was probable that the proposed 'workshop' would also be used for business purposes. The restricted nature of the site and the driveway meant that any such commercial use would be seriously detrimental to the amenities of neighbouring residents. The proposed building also constituted overdevelopment of the rear garden, would be completely inappropriate and out of character with the area and contrary to saved policy ST3 of the Lewes Local Plan

**Seaford**            **19 May Avenue**  
LW/17/0733        Planning Application- Erection of a front porch beneath existing roof

It was **NOTED** that planning consent had been granted on this application on 14<sup>th</sup> November 2017

**Seaford**            **2 Salisbury Road**  
LW/17/0814        Planning Application- Demolition of two garage structures and erection of a two bedroomed detached dwelling

*Matthew Noel of 5 Chichester Road - Went through the detailed letter of objection he had submitted to Lewes D.C. The proposed dwelling was too close to existing properties and would overlook neighbouring gardens. The pitched roof would be 13 metres above ground level. It would not be in keeping with the character of the area. Sewage disposal and flooding could also be a problem*

*Dr Carol Turley of 4 Salisbury Road. The proposed dwelling would have a seriously adverse impact on neighbouring dwellings. There would be loss of privacy and overshadowing of gardens. The proposals constituted overdevelopment. No other gardens in the area had been developed. It was unsightly compartmentalisation of the garden; too big; too bulky and unacceptable*

*Howard Johnson of 2A Salisbury Road. The proposed dwelling was overdevelopment and an intrusion into the garden area*

It was **RESOLVED** to **OBJECT** to the application on the following grounds :-

That the proposed development was overdevelopment of a restricted site, was completely out of character with the surrounding area, and would have an unacceptable impact on the amenities of neighbouring residents through loss of privacy, overshadowing of gardens and overlooking. It would therefore be contrary to saved policy ST3 of the Lewes Local Plan

**Seaford**                    **Rosecroft 42 Firle Road**  
LW/17/0837                Planning Application- Alterations to rear roof line to form a pitched roof with  
3 no. roof lights

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                    **Land at the rear of Grosvenor Lodge Wilmington Road**  
LW/17/0867                Planning Application- Erection of a two-bedroom dwelling

It was **RESOLVED** to **OBJECT** to the application on the following grounds:-

That the proposed dwelling on a restricted site with limited garden area constituted overdevelopment and was out of character with the surrounding area, and that the design of the proposed dwelling was out of keeping with the surrounding properties and would have a detrimental impact on the character of the area

**Seaford**                    **3 Barons Close**  
LW/17/0870                Planning Application-Erection of single storey side and rear extension

It was **RESOLVED** to **OBJECT** on the grounds of overdevelopment, that the extension was out of character with the surrounding area and contrary to the original layout of the estate

(n.b The resolution was passed by 5 votes to 4 on the casting vote of the Chairman)

**Seaford**                    **6 Buckland Close**  
LW/17/0888                Planning Application- Erection of single storey side and rear extension

It was **RESOLVED** to **SUPPORT** the application

Planning Applications week ending 27<sup>th</sup> October 2017

**Seaford**                    **15 Rother Road**  
LW/17/0836                Amended Description and Re-advertisement for Planning Application for  
proposed two-storey extension

It was **NOTED** that this was the third time this application had appeared on the agenda in recent months. It was **RESOLVED**, as previously, to **SUPPORT** the application and to query why it had appeared on the weekly list for a third time

**Seaford**                    **20 High Street**  
LW/17/0868                Listed Building Consent Application- Retention of repair work and internal  
Alterations

It was **RESOLVED** to **SUPPORT** the application although there were some Concerns expressed about the lack of detail on the plans, particularly in respect Of the proposed doors and windows.

**Seaford**                      **34 Chyngton Gardens**  
LW/17/0894                  Planning Application- Erection of rear conservatory

It was **RESOLVED** to **SUPPORT** the application

Planning Applications for week ending 3<sup>rd</sup> November 2017

**Seaford**                      **1 Lions Place**  
LW/17/0572                  Planning Application- Two storey side extension

It was **RESOLVED** to **SUPPORT** the application. It was considered to be a modest and well-designed scheme which would be in keeping with the area

**Seaford**                      **26 Hindover Road**  
LW/17/0896                  Planning Application- Conversion of existing two storey garage and sun lounge to create a self-contained one bed dwelling and construction of a vehicular access and off-street car parking space

*Tina Start of 24 Hindover Road- She had submitted a detailed objection to Lewes D.C. Similar schemes had been rejected in 1988 and last year. This current application did not resolve the problems. It was overdevelopment and lacked sufficient space for a viable dwelling. It was out of character with the area and unattractive. Allowing residential use would make it more difficult to resist similar applications*

It was **RESOLVED** to **OBJECT** to the application on the grounds that :-

The proposed dwelling was overdevelopment, was poorly designed and would be totally out of character with the surrounding area. It would have a detrimental impact on residential amenity and granting consent would make it more difficult to resist similar inappropriate developments in the immediate locality

**Seaford**                      **26 Fairways Road**  
LW/17/0914                  Planning Application- Proposed single storey front extension forming front porch, single storey garage extension, single storey rear extension and rooms in roof with roof windows on front and rear

It was **RESOLVED** to **OBJECT** to the application on the grounds that

The proposals constituted overdevelopment of the property and would introduce a discordant feature into the row of bungalows in Fairways Road which would be detrimental to the character and appearance of the street scene

**P 55/11/17 Proposed Development at Fisher's Wharf Newhaven Harbour**

Members considered report 80/17 informing the Committee of the recent application to East Sussex County Council (LW/17/799/CM) for major development at Newhaven Harbour

In view of the fact that the consultation period extended to 22<sup>nd</sup> December 2017 it was **RESOLVED** to **DEFER** detailed consideration of the application and response to the next meeting of the Committee on Thursday 7<sup>th</sup> December 2017.

**P 56/11/17 Update Report**

Members considered report 79/17 informing the Committee of Lewes District Council's Decisions on previous applications

It was **RESOLVED** that the report be **NOTED**

The meeting closed at 8.34 pm.

Councillor L Wallraven  
Chairman



Seaford Town Council

## Planning and Highways Committee

Minutes of the meeting of the **Planning and Highways Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Thursday 7<sup>th</sup> December 2017** commencing at **7.00 p.m.**

### Present

Councillors R Honeyman (Chairman) D Argent, P Boorman, J Elton, L Freeman, N Freeman, T Goodman and, A Latham  
Geoff Johnson - Planning Officer and Sue Treadwell- Administration Assistant  
25 members of the public present.

### **P 57/12/17 Apologies for Absence and Declaration of Substitute Members**

Apologies were received from Councillors P Lower and L Wallraven

### **P 58/12/17 Disclosure of Interests**

Councillor P Boorman declared his membership of East Sussex County Council regarding Item 6 on the Agenda but as he was not a member of that authority's Planning Committee he would take part in the debate on that application

Councillor R Honeyman declared a non-pecuniary interest in LW/17/0838 and did not speak or vote on that application. He also declared that he would not vote on Item 6.

Councillor A Latham declared a non-pecuniary interest in LW/17/0818 and did not speak or vote on that application.

### **P 59/12/17 Public Participation**

*Geoff King of Marine Drive Bishopstone drew the Committee's attention to the public notice of an application to Lewes District Council by Medipower for a permit to operate a small medical waste incinerator at Unit A East Quay Newhaven Harbour. Mr King was concerned that this could cause hazardous pollution in the Bishopstone area due to the prevailing south-west winds. The Planning Officer informed the Committee he would investigate the application and report back at the next meeting. The consultation period expires on 9<sup>th</sup> January 2018.*

*Jim Skinner of the Friends of Tidemills was concerned that the Medipower application was not just a Newhaven matter. It could generate extra traffic on Seaford roads.*

*Roger Tonge-local resident, congratulated the Town Council on a successful Xmas Magic event but drew attention to the fact that the development site at Talland Parade was still a 'disgusting carbuncle' which had been there for six years and that action to get rid of it was long overdue.*

*Barry Groves- local resident, was concerned about the scaffolding obstructing the pavement at the Talland Parade site which, combined with the excessive speed of some vehicles using Saxon Lane was causing a serious hazard. Also businesses in the area could not get access to their bins and dumped refuse was leading to rat problems. Business was suffering at the Office Bar.*

*Mr Burns-local resident, wondered why nuisance action could not be taken in respect of the scaffolding and that part of the scaffolding was on County Council land*

*Jill Wilson-neighbouring resident, Had been shut out of the rear of her property by the scaffolding .She had no address to write to for the owners/developers and could not get a response from any phone calls. The plastic sheeting on the scaffolding was still causing a nuisance.*

*Councillor Latham explained to the complainants that several previous approaches to Lewes D.C officers regarding the problem had been unsuccessful and that members would now take the matter up with the District Council members.*

Following the public participation session it was **PROPOSED** and **AGREED** that due to the number of members of the public attending for Items 6- Newhaven Harbour and Item 5-Avondale Hotel these items would be considered before Item 4 -Planning Applications

### **P/60/12/17 Proposed Development at Fisher's Wharf Newhaven Harbour**

The Planning Officer drew attention to the recently posted objection from the South Downs National Park Authority which had not been referred to in the report to Committee. It was a very strong and significant objection based on the inadequacy of the Landscape and Visual Impact Assessment submitted with the application.

*Geoff King, the principal objector and organiser of the petition of objection stated that the application, including the Environmental Impact Assessment were fundamentally flawed. The wrong sampling methods had been used in the report on wildlife habitats. The North Quay was a viable alternative berth for the proposed operations and should have been properly considered. The proposals contravened the Harbour Masterplan which promoted 'green and clean' uses to stand alongside the Rampion Wind Farm operations.*

*Jim Skinner, Friends of Tidemills, stated in objection that the development would threaten the unique amenity of the Tidemills area. It was attracting an increasing number of residents and tourists and was valuable to the local tourist economy. The Committee should take this into account when responding.*

*Mr Burns, local resident, urged the Committee to object. The objection from the SDNPA was particularly damning. The proposals would have a major effect on Seaford. They contravened the Saved Policies of the Local Plan and the height of the new concrete block plant would have a devastating visual impact on views of the coastline.*

*Ruth Rose, local resident, was a keen daily early morning swimmer at the beach at Tidemills. No one had mentioned the footpath diversion. This would cut off public land behind the East Quay and cause tidal drift and deposition of shingle which would threaten the use of the beach.*

The Committee considered report 95/17 on this County Matter application LW/799/CM for the construction of plant and other facilities for the importation processing and transportation of aggregates including the construction of a concrete block-making plant for Bretts Aggregates Ltd.



It was **RESOLVED** to **OBJECT** to the application and to forward the following response to East Sussex County Council -

The Town Council supports the response made by the Newhaven Town Council and strongly objects to the application on the following grounds:-

#### **LANDSCAPE AND VISUAL IMPACT**

The proposed development and the concrete block making plant in particular will have a severe adverse visual impact on the sweep of the coastline from Seaford Head to Newhaven Fort this view is one of the major attractions of Seaford. This major intrusion into the coastline will also have a significant adverse impact on more distant views of the bay from the public viewpoints and public footpaths within the South Downs National Park, from the Vanguard Way coastal footpath as well as around the northern and eastern boundaries of the town and beyond. The Town Council is extremely concerned at the fact that the SDNPA has raised a strong objection to the application on the basis that the Landscape and Visual Impact Assessment (LVIA) submitted on behalf of the applicants is fundamentally flawed. The visual impact of the proposals on the area is a crucial issue. The views of the SDNPA must be given due weight and if, in its opinion, the LVIA is inadequate, it is difficult to see how the application can lawfully be approved in its current form. A key strategy for the Town of Seaford as supported by Seaford Community Partnership, Seaford Town Council, Seaford Chamber of Commerce, Lewes District Council and East Sussex County Council through Impact Seaford is to improve the local economy by attracting more tourism this visual intrusion will seriously damage this strategy which is for the benefit of the whole Town.

#### **TIDEMILLS and EAST BEACH**

The development will be seriously detrimental to the Tidemills area and the East Beach. Much of the area falls within the National Park. It is becoming increasingly valuable to the local tourist economy and recognised by residents and visitors for the quality of its unspoilt open space and the unique stretch of open accessible coastline. A very rare feature within Sussex coastline. The proximity of the works proposed at the East Quay are likely to interfere with the public's use and enjoyment of the area and could also interfere with the use of the beach through the movement and deposition of shingle.

#### **WILDLIFE HABITATS**

The Tidemills area is a designated Site of Nature Conservation Importance and as such should be protected from new development and pollution. The methods used to assess the effect of the proposals on wildlife habitats in the area were flawed. The development will be seriously detrimental to these habitats and the general marine environment of the area.

#### **ENVIRONMENTAL ISSUES**

Dust and noise generated by the development is likely to have a detrimental effect on the Bishopstone area of Seaford due to the prevailing south-west winds.

#### **NEWHAVEN HARBOUR PLAN**

The development does not accord with the policies of the Harbour Masterplan aimed at introducing green and clean industries to work alongside the shore base of the Rampion Wind Farm.

#### **P 61/12/17 Planning Application LW/17/0929- Avondale Hotel, Avondale Road**

*John Adams, local resident. The concerns over the previous application for the change of use of the property to a House in Multiple Occupation have not been overcome. His property will be overlooked. He supports its retention a P . 3 2 .,*

*Mr Moore, Agent. He referred to the fact that Peter Sharp, the District Council's Head of Policy and Regeneration had come out in support of the application. The applicant's revisions had overcome the concerns regarding overlooking and privacy. He was confident that the case officer could now recommend approval.*

Members considered report 94/17 on this application LW/17/0929 for the change of use of the Avondale Hotel to a House in Multiple Occupation in 18 units for 30 residents.

It was **RESOLVED** to **OBJECT** to the application on the following grounds:-

That, having considered the supporting evidence on marketing and viability submitted with the application the Committee did not consider that the applicants had overcome the presumption in favour of the retention of accommodation in Core Policy 5(2) of the Joint Core Strategy 2016. The need to retain and expand tourist accommodation is identified in the town's Draft Neighbourhood Plan as a key strategic objective and it was considered therefore that, irrespective of the need for emergency accommodation for the homeless, this change of use could not be supported.

There were also concerns regarding the overlooking of and loss of privacy to residents of properties at the rear of the Hotel and the effect of the intensity of the residential use on the amenities of the area.

#### **P 62/12/17 Planning Applications**

##### Planning Applications for week ending 10<sup>th</sup> November 2017

**Seaford**                    **1 Vale Close**  
LW/17/0803                Planning Application- Erection of a four-bedroom dwelling

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                    **28 Chyngton Way**  
LW/17/0818                Planning Application- Single storey rear extension

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                    **9 Valley Drive**  
LW/17/0838                Planning Application- Single storey side extension, rear conservatory, loft conversion and alterations to front driveway

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                    **25 Blatchington Hill**  
LW/17/0937                Planning Application- Proposed single storey rear extensions

It was **RESOLVED** to **SUPPORT** the application

Planning Applications for week ending 17<sup>th</sup> November 2017

**Seaford**                    **45 Steyne Road**  
LW/17/0907                Listed Building Consent Application- Removal of existing reproduction fireplace surround and hearth, installation of slate hearth, tile surround, wood burning stove and chimney liner

It was **RESOLVED** to **SUPPORT** the application

Planning Applications for week ending 24<sup>th</sup> November 2017

**Seaford**                    **34 Salisbury Road**  
LW/17/0963                Planning Application- Single storey rear extension with raised terrace and steps

It was **RESOLVED** to **OBJECT** to the application on the following grounds:

That the proposed extension would have an unacceptable impact on the amenities of the neighbouring property no 36 through loss of natural light to the rear and, through its size, design, and intrusion into the rear garden, would be out of character with other properties in the area.

SDNPA Planning Applications for week ending 14<sup>th</sup> November 2017

**Seaford**                    **New Barn, Silver Lane, Bishopstone Village**  
SDNP/17/05331            Listed Building Consent Application- Conversion of the garages in the southern byre of the existing listed barn to swimming pool and plant room

It was **RESOLVED** to **SUPPORT** the application

**P 63/12/17 Seaford Parking Review - Initial Consultation**

Members considered report 98/17 on proposals from East Sussex County Council for the Introduction of a residents' parking permit scheme for the Belgrave Road area

It was **RESOLVED** to **OBJECT** to the proposals on the following grounds:-

1. The introduction of restrictions would only move existing parking problems to the roads around the boundary of the area
2. It would be an unfair financial burden on existing residents especially those who need regular visits e.g from carers
3. The current problem could be caused by contractors working on the site of Martello Place so may be only temporary
4. The restrictions could prejudice the implementation of the Dane Valley project , a strategic objective of the Seaford Neighbourhood Plan

**P 64/12/17 Update Report**

Members considered report 96/17 informing the Committee of Lewes District Council's Decisions on previous planning applications

It was **RESOLVED** :-

1. To **NOTE** the report
2. That representations be sent to the Planning Inspectorate in support of the appeal re Unit 3 Cradle Hill Industrial Estate (James Waste)

The meeting closed at 8.50 pm.

Councillor R Honeyman  
Chairman

**DRAFT**



Seaford Town Council

**Planning and Highways Committee**

Minutes of the meeting of the **Planning and Highways Committee** held at the **Council Chambers, 37 Church Street, Seaford** on **Thursday 21<sup>st</sup> December 2017**.

**Present:**

Councillor L Wallraven (Chair) Councillors J Elton, L Freeman R Honeyman, A Latham and M Wearmouth

Geoff Johnson- Planning Officer

11 members of the public present

**P 65/12/17 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors D Argent, P Boorman, N Freeman T Goodman and P Lower

Councillor M Wearmouth was substituting for Councillor T Goodman

**P 66/12/17 Disclosure of Interests**

Councillor L Freeman declared a non-pecuniary interest in LW/17/0961 as A friend of the applicant and did not speak or vote on the application

Councillor L Wallraven declared a general non-pecuniary interest as a member of the Lewes District Council's Planning Applications Committee and did not speak or vote on any item

**P/67/12/17 Public Participation**

*Jill Wilson of Dorcas Cottage Saxon Lane spoke on the continuing problems with the scaffolding at the abandoned development site at Talland Parade. She had contacted Lewes District Council and some of the fly tipping at the site had been dealt with but she was keen to know whether any progress had been made regarding the scaffolding and the site in general*

Councillor Latham confirmed in response that the Town Council had been in regular contact with the District Council regarding the problem but had been unable to persuade the officers to take any action. The Town Council members were extremely concerned at the lack of any progress and would be having further discussions following the end of this meeting as to what further action could be taken

**P 68/12/17 Planning Applications**

Planning Applications for week ending 1<sup>st</sup> December 2017

**Seaford**

LW/17/0961

**34 Kingston Way**

Planning Application- Remove two existing windows in dormer and replace with French doors. Erection of small balcony

*Susan Skelton- Applicant-The purpose of the application is to replace the defective dormer window which was in place when they moved into the property. The District Council is happy with the work on the dormer itself but the balcony requires planning consent. The balcony is there simply to assist in getting the buildings materials in. The main reasons behind the French doors are to allow more light into the property and to give views over the public open space adjoining the property .In response to the objections she confirmed that there was no intention to by-pass the planning regulations. It was a minor development and it was only the small two foot balcony which gave rise to the need for formal consent. There would be no intrusion on privacy. The scaffolding was required to deal with other defects at the property.*

*Mary Judge of 'The Chippings' Cuckmere Road- Objector- She was concerned that the enlargement of the windows would lead to the overlooking of her garden. The scaffolding had initially appeared to deal with a leaking roof but had not been removed. It was surprising to her that the balcony had been installed simply to hold a few plant pots. She was concerned that the fact that the works had been carried out without prior consent meant that it was a 'fait accompli'.*

*Mr Moore- Planning Consultant on behalf of Mrs Judge- Displayed an aerial shot/ Plan showing the relationship of the application site to the houses in Cuckmere Road and the respective boundaries. He was concerned at the proximity of the site to the house and garden at 'The Chippings'. The extent of the new glazing and the size of the dormer were completely out of keeping with the character of the area. There would be unacceptable loss of privacy through overlooking. He was confident that the District Council would refuse the application and urged the members to object*

*Mr D. Skelton-Applicant- Responded to objections. He emphasised that although the extent of the glazing had been increased the dormer itself had not been enlarged.*

It was **RESOLVED** that although the glazing works to the dormer were acceptable a 'Juliet' balcony would be more appropriate than the small balcony proposed as this would minimise the possibility of overlooking and loss of privacy to nearby properties. It was acknowledged that the poor condition of the property had necessitated the carrying out of the works

**Seaford 8-10 Sutton Park Road**  
LW/17/0987 Advertisement Consent Application- Replacement fascia signs

It was **RESOLVED** to **SUPPORT** the application

**Seaford 16 Seagrove Way**  
LW/17/0992 Planning Application- Single storey rear extension, part garage conversion  
And relocation of garage door

It was **RESOLVED** to **SUPPORT** the application

**Seaford**                    **4 Newick Close**  
LW/17/0997                Planning Application- Variation to the parking and garden areas approved under LW/15/0931.(Re-submission of refusal LW/17/0683)

It was **RESOLVED** to **OBJECT** to the application. The Committee fully Supported the grounds of refusal on application LW/17/0683 and the objections from residents of Fairways Road based on the inadequacy of the parking space allocated to the proposed dwellings and the inaccuracy of the submitted plans

Planning Applications for week ending 8<sup>th</sup> December 2017

**Seaford**                    **Wychwood St Peter's Road**  
LW/17/0971                Planning Application- Extension to garage on front elevation

It was **RESOLVED** to **SUPPORT** the application

Planning Applications for week ending 15<sup>th</sup> December 2017

**Seaford**                    **6 Buckle Rise**  
LW/17/0936                Planning Application- Demolition of existing chalet bungalow and Garage. Erection of replacement dwelling and detached garage

It was **RESOLVED** to **SUPPORT** the application

**P 69/12/17                Lewes District Parking Review – Informal Consultation**

Members considered report 102/17 on proposals from East Sussex County Council for New parking restrictions in various locations in Seaford

It was **RESOLVED** that the following comments be forwarded to the County Council

**MANOR ROAD/MICKLEFIELD WAY/SUTTON AVENUE-LW17 005**

Supported

**SHERWOOD ROAD-LW17 008**

Supported

**BLATCHINGTON ROAD-LW17 009**

Supported

**ESPLANADE/MARINE DRIVE-LW17 011**

The Committee would like to have seen the reasoning behind these proposals and how they would tie in with the Council's Seaford Improvement Plan.

It could not support the siting of the coach parking area and considered this should be moved to the area fronting the Environment Agency's depot near the Buckle Car Park. This area could also be used for the parking of motor caravans. The general 12-hour restriction should be retained.

**VICARAGE CLOSE-LW17 013**

Supported

**GILDREDGE ROAD/GROVE ROAD-LW17 014**

Supported

**CLAREMONT ROAD-LW17 017**

Supported and welcomed. Consideration should also be given to making the area one-way westwards from the A259 and to applying the waiting restrictions to both sides of the road

**LEXDEN ROAD-LW17 022**

Supported

**P/70/12/17 Update Report**

Members considered report 103/17 informing the Committee of Lewes District Council decisions on previous planning applications.

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

**P/71/12/17 Application by Medipower Ltd- Newhaven Harbour**

Members considered a report (supplementary Item 7 on the Agenda) on an application for a small waste incinerator to be sited on the East Quay of Newhaven Harbour. Geoff King, the organiser of the petition of objection to the Bretts Aggregates application, had expressed his concerns about the application at the previous meeting on 7<sup>th</sup> December

It was **RESOLVED** to take **NO FURTHER ACTION** on this application

The meeting closed at 8:04 pm.

Councillor L Wallraven  
Chairman





Seaford Town Council

Report 106/17

**Agenda Item No:** 5  
**Committee:** Council  
**Date:** 25<sup>th</sup> January 2018  
**Title:** Mayor's Report & Engagements  
**By:** Sue Treadwell, Mayor's Secretary  
**Purpose of Report:** To present the Mayor's update report and details of Mayoral engagements.

---

**Recommendations**

**You are recommended:**

- 1. To note the contents of the report.**

---

**1. Information**

- 1.1** Attached at Appendix A is the Mayor's update report and Appendix B provides details of the Mayor's engagements for period of October 2017 to date.

**2. Financial Appraisal**

There are no financial implications as a result of this report.

**3. Contact Officer**

The Contact Officer for this report is Sue Treadwell, Administration Assistant (Mayor's Secretary).

Mayor's Secretary

  
\_\_\_\_\_

Town Clerk

  
\_\_\_\_\_

**Appendix A Mayor's Report – January 2018:**

Some seventy engagements have now been attended leading up to Christmas with December proving busy with a number of Carol Services in our neighbouring towns and a Vesper Service at Arundel Cathedral, which was very special. I also had my own Carol Service at St. Andrew's Church Bishopstone, the church was almost full and it was lovely to see so many familiar faces and be able to chat to those at the reception which followed. The retiring collection raised £221, thank you to all who donated.

It was with great regret that Seaford Bonfire Society had to cancel their event in October due to gale force winds but safety had to come first. They say they will come back bigger and better this year and hopefully the weather will be kind. This is such an amazing event for our town and for everyone to enjoy.

Then there was Christmas Magic what an eventful day that was, with so many events and activities going on. Kevin Gordon did a Guided History Tour of the Town Centre which concluded with refreshments in the Council Chamber where he explained the history of the Council's Regalia. Thank you to Kevin who donated the proceeds to my Mayoral Charity (Seaford Lifeguards).

Together with the Chamber of Commerce we presented awards to the Best Shop Windows, the shops do an amazing job with their displays and it was very hard to choose the overall winner. I must mention the Lantern Parade, there were so many and they looked great as they paraded along the streets. Thank you to the organizing committee and the volunteers for such a successful day.

I had an interesting invite to Cradle Hill Primary School who were supporting 'Children in Need'. I was asked to judge 92 cakes lovingly made by the children/parents! To my relief I didn't have to taste all those cakes but judge the decoration the theme being 'Pudsey' a very hard job indeed. Then Pudsey came along to the delight of the children. As school ended the cakes were auctioned or sold, all proceeds went to Children in Need.

Well done to our Young Mayor, Tom, on a very enjoyable day at The Bluebell Railway, so well organised and I'm looking forward to his Hampton Court trip.

Remembrance Sunday was a nice crisp sunny morning with lots of people turning out for the 'Act of Remembrance' at the War Memorial followed by a Church Service at St. Leonard's. The following Tuesday was the Commonwealth Memorial Service at Seaford Cemetery with representation from Canada, Ireland and West Indies who come yearly for this service and visit the War Graves of those who lost their lives during the First World War and was followed by a reception at the Royal British Legion.

Here's looking for an eventful 2018 and wish you all a Healthy and Happy Year.

Organisation	Event	Date	Venue
<b>Oct-17</b>			
East SALC AGM and Conference	AGM	06-Oct-17	The View
Seaford Martello Rotary	Proms concert,	14-Oct-17	Seaford Head School, Arundel Road
Seaford Head School	Annual Achievement Awards	18-Oct-17	Seaford Head School, Arundel Road
Royal Society of St George	Trafalgar Dinner	20-Oct-17	Deans Place hotel Alfriston
Mayor Of Polegate	An evening of Amazment	20-Oct-17	All Saints Chapel, Eastbourne
Bonfire Society	Bonfire Celebrations	21-Oct-17	The White Lion
The Royal Society of St.George	Trafalgar Day	20-Oct-17	The View
Seaford Rugby Club	Presidents evening	20-Oct-17	SRFC
Newhaven and District Model Railway Club	Annual model railway show	28-Oct-17	Seaford Baptist Church
<b>Nov-17</b>			
Seaford Head School	Annual Sports Awards	01-Nov-17	SHS Arundel Site
Young Mayor	Bluebell Railway Coach Trip	04-Nov-17	Bluebell Railway
Lewes Bonfire Society	Lewes Bonfire Celebrations	04-Nov-17	Lewes House
East Sussex Music Service	Secondary School Prom	06-Nov-17	De La Warr Pavilion, Bexhill
Kevin Gordon	Unveiling Blue Plaque (provisional booking)	11-Nov-17	Seaford Train Station
Royal British Legion	Remembrance Sunday	12-Nov-17	War Memorial
Royal British Legion	Remembrance Service	14-Nov-17	Cemetery
Mayor of Brighton	Tour of the Police Cells	16-Nov-17	Brighton Town Hall
Cradle Hill School	Children in Need Bake Off	17-Nov-17	Cradle Hill School
The High Sheriff of East Sussex	East Sussex Prayer Breakfast	18-Nov-17	East Sussex National Golf Resort
Coast Watch	Fundraising dinner	18-Nov-17	The View
Telscombe Town Council	Race Night	18-Nov-17	Telscombe Civic Centre
East Sussex Music Service	Music from the Heart	23-Nov-17	De La Warr Pavilion, Bexhill
The Rotary Club of Seaford	Senior Citizens Christmas Party	24-Nov-17	St James Trust
Newhaven Town Council	Mayors Charity Bingo Night	24-Nov-17	Meeching Hall, Fort Road, Newhaven
Seaford Choral Society	Autumn concert	25-Nov-17	St Leonards Church Seaford
Seaford Senior's Forum	10th Anniversary	28-Nov-17	Seaford Baptist Church
East Sussex Music Service	Big Sing	29-Nov-17	White Rock Theatre
-	Christmas Tree Blessing	30-Nov-17	War Memorial
<b>Dec-17</b>			
East Sussex Music Service	Southdowns Youth Orchestra concert	01-Dec-17	Royal Hippodrome, Eastbourne
East Sussex Music Service	Eastbourne Area Music Centre Christmas Concert	02-Dec-17	St Saviours Church, Eastbourne
Lewes District Churches Homelink	Christmas Concert	03-Dec-17	The Church of St Thomas More

Mayor of Brighton and Hove	Christmas Carol Concert		
East Sussex Music Service	Big Sing	03-Dec-17	St Nicolas church, Dyke Road, Brighton
Cllr Michael Ensor	Christmas Reception	04-Dec-17	De La Warr Pavilion, Bexhill
East Sussex Music Service	Big Sing	05-Dec-17	Pilgrims Hall, Easons Green, Uckfield
East Sussex Music Service	Big Sing	07-Dec-17	Kings Centre, Eastbourne
Concentus	Concentus Sings Christmas	08-Dec-17	Kings Centre, Eastbourne
Royal Society of St George	Cheque Presentation	09-Dec-17	St Leonards Parish Church
Arundel Cathedral Vespers	Concert	09-Dec-17	Kings Head
Seaford Town Council	Mayor's Carol Service	10-Dec-17	Solemn Advent Vespers, Arundel Cathedral
Cradle Hill School	Reception Nativity	08-Dec-17	St Andrews Church Bishopstone
Newhaven Town Council	Mayor's Carol Service	12-Dec-17	Cradle Hill School
Brighton & Hove City Council	Christmas Civic Reception	12-Dec-17	St Michael's Church, Newhaven
East Sussex Music Service	ES Academy of Music Christmas Concert	12-Dec-17	The Royal Pavillion
Peacehaven Town Council	Peacehaven Community Carol Concert	13-Dec-17	Birley Centre Eastbourne
East Sussex Community Choir	Christmas concert	15-Dec-17	Main Hall community House
St James's Trust	Christmas Day Meal	16-Dec-17	Town Hall Lewes
		25-Dec-17	St James Trust