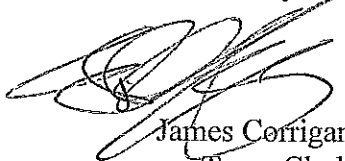




## Seaford Town Council

### To the Members of the Full Council

A Meeting of the of the **Full Council** will be held at **37 Church Street, Seaford** on **Thursday 26<sup>th</sup> January 2017** at **7.00pm** which you are summoned to attend.

  
James Corrigan  
Town Clerk  
19<sup>th</sup> January 2016

### AGENDA

**1. Apologies for Absence**

To consider apologies for absence.

**2. Disclosure of Interests**

To deal with any disclosure by Members of any discloseable 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	Planning & Highways	13 <sup>th</sup> October 2016	pages 3 to 5
4.2	Council	20 <sup>th</sup> October 2016	pages 6 to 11
4.3	Planning & Highways	3 <sup>rd</sup> November 2016	pages 12 to 17
4.4	Community Services	17 <sup>th</sup> November 2016	pages 18 to 19

*N.B. Recommendations therein at CS17.1 and CS17.2 will be considered during agenda item 9 presenting the Draft Budget for the 2017/18 Financial Year.*

4.5	Planning & Highways	24 <sup>th</sup> November 2016	pages 20 to 23
4.6	Golf & The View	29 <sup>th</sup> November 2016	pages 24 to 25

*N.B. The recommendation therein at G20.2 will be considered during agenda item 9 presenting the Draft Budget for the 2017/18 Financial Year.*

4.7	Finance & General Purposes	8 <sup>th</sup> December 2016	pages 26 to 27
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*N.B. Recommendations therein at F17.1 (namely F17.1.1, F17.1.2 & F17.1.3) will be considered during agenda item 9 presenting the Draft Budget for the 2017/18 Financial Year.*

4.8	Planning & Highways	15 <sup>th</sup> December 2016	pages 28 to 30
4.9	Personnel	21 <sup>st</sup> December 2016	pages 31 to 32
4.10	Planning & Highways	9 <sup>th</sup> January 2017	pages 33 to 35

**5. Mayor's Report**

To note report 110/16 presenting the Mayor's Report and details of engagements (pages 36 to 39).

6. **Young Mayor's Report**  
To allow the Young Mayor of Seaford the opportunity to provide a verbal update to the Council.
7. **District & County Council Updates**  
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.
8. **Clerk's Report**  
To note report 114/16 presenting the update report from the Town Clerk (pages 40 to 43).
9. **Final Budget Report 2017/18 and Setting of Precept**  
To consider report 109/16 presenting the draft Budget for the 2017/2018 Financial Year adoption (pages 44 to 47).
10. **Amendment to Meeting Dates**  
To consider report 108/16 regarding changing the date of two planned Committee meetings (page 48).
11. **Update Report; Local Government Boundary Commission for England - New Electoral Arrangements for East Sussex County Council and Lewes District Council**  
To consider report 85/16 regarding the final recommendations on the new electoral arrangements for East Sussex County Council and Lewes District Council by the Local Government Boundary Commission for England (pages 49 to 55).
12. **Proposed Sale of Land at The Covers**  
To consider report 112/16 regarding the proposed sale of a small portion of Town Council owned land at The Covers, Seaford (pages 56 to 57).
13. **Martello Toilets Design**  
To consider report 115/16 regarding the design for the Martello Toilets project (pages 58 to 60).
14. **Seaford Head Nature Reserve Draft Lease – Amend Break Clause**  
To consider report 113/16 regarding and extension to the break clause in the lease previously agreed with Sussex Wildlife Trust (pages 61 to 62).

**Electronic version only: 2017/18 Draft Proposed Budget (pages 63 to 82)**

**For further information about items appearing on this Agenda please contact:**  
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Telephone: 01323 894 870

**Circulation:** All Councillors, Young Mayor, Deputy Young Mayor and all registered email recipients of agenda.



Seaford Town Council  
Planning & Highways Committee

Minutes of the meeting of the **Planning & Highways Committee** held at the **Council Chamber, 37 Church Street, Seaford** on **Thursday 13<sup>th</sup> October 2016**.

**Present:**

Councillor L Wallraven (Chairman)  
Councillor R Honeyman (Vice Chairman)  
Councillors D Argent, P Boorman, D Burchett, A Latham, A Mclean, P Lower and L Worcester.  
Geoff Johnson-Planning Officer- Seaford Town Council  
3 members of the public.

**P 47/10/16 Apologies for Absence and Declaration of Substitute Members**

No Apologies for absence were received.

**P 48/10/16 Disclosure of Interests**

Cllr Latham declared a non-pecuniary interest in LW/16/0723 as a resident of Chyngton Way and did not speak or vote on the application.

Cllr Burchett declared a pecuniary interest in LW/16/0765 and left the room when the application was considered.

Cllr Boorman declared a non-pecuniary interest in LW/16/057 and 0658 and did not speak or vote on the application

**P 49/10/16 Public Participation**

There was no public participation.

**P 50/10/16 Planning Applications**

Planning Applications week ending 16<sup>th</sup> September 2016

**Seaford**                      **9 East Albany Road**  
LW/16/0717                  Planning Application – Erection of Wooden Shed to replace demolished garage for Mr N White.

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **Land Rear of 45 Chyngton Way**  
LW/16/0723                  Planning Application-Erection of detached chalet bungalow for Mrs C Elliott

It was **RESOLVED** to **OBJECT** on the grounds that the erection of the bungalow would constitute over development of the site, would be out of character with the surrounding area and that the access would be detrimental to the amenities of residents in Newick Close.

**Seaford**                      **94 Hawth Park Road**  
LW/16/0765                  Planning Application-Extended roof height loft conversion with rear dormer and 2 roof lights to front elevation for Mr R Oxbrow

It was **RESOLVED** to make **NO OBJECTION**

Councillor Burchett Left the room at 7.09pm and returned at 7.15pm

**Seaford** **17 Coxwell Close**  
LW/16/0766 Planning Application-Loft conversion with 3 roof lights to rear elevation, single storey rear extension and side garage for Mr G Power-Hosking

It was **RESOLVED** to make **NO OBJECTION**

Planning Applications week ending 23<sup>rd</sup> September 2016

**Seaford** **15-17 High Street**  
LW/16/0657 Planning and Listed Building Applications-Demolition to rear of  
& listed building and erection of 3 new dwellings for Meldarosa  
LW/16/0758 Properties

It was **PROPOSED** to make **NO OBJECTION** subject to Lewes District Council being fully satisfied that the removal of the warehouse building was justified. Concerns were expressed that the hours of construction should be restricted to protect the amenities of nearby residents and that the retail unit at 15-17 should be retained.

A **RECORDED VOTE** was requested:

Councillor D Argent	For
Councillor D Burchett	For
Councillor R Honeyman	For
Councillor A Latham	For
Councillor P Lower	Against
Councillor A Mclean	For
Councillor L Wallraven	Abstained
Councillor L Worcester	For

The **MOTION** was **CARRIED**

**Seaford** **Seaford Head School, Arundel Road**  
LW/16/0749 Planning Application- Replace existing metal framed and timber framed windows and doors with uPVC windows and aluminium powder coated door sets for Mr D Greaves

It was **RESOLVED** to make **NO OBJECTION**

**Seaford** **Seaford Head Lower School, Steyne Road**  
LW/16/0751 Planning Application-Replace existing metal framed and timber framed windows and doors with uPVC windows and aluminium powder coated door sets for Mr D Greaves

It was **RESOLVED** to make **NO OBJECTION**

Planning Applications week ending 30<sup>th</sup> September 2016

**Seaford**            **5 Sandgate Close**  
LW/16/0455        Planning Application - Erection of rear single storey extension for  
Mr M Brookes

It was **RESOLVED** to make **NO OBJECTION**

Tree Work Applications

**Seaford**            **33 Barn Close**  
TW/16/0102/      1 x Holm Oak (T3 of Order)-Reduce circumference by 30%  
TPO

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**            **1 Monksdown Barn Silver Lane Bishopstone**  
SDNP/16/04        2 x Sycamore-prune main trunks of recent young growth up to  
817/TCA            crown level and to previous pruning level overall

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**            **The Coach House Saxon Lane**  
TW/16/0110/      4 X G1- Sycamore Group in Front Garden  
TPO

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**            **5 Ladycross Close**  
TW/16/0112/      Fell one Poplar to ground level. Tree in poor condition. Central  
TPO                Stem snapped. Dominant stem leaning over neighbouring  
gardens

It was **RESOLVED** to make **NO OBJECTION**

**P51/10/16 Update Report**

The committee considered report 69/16.

It was **RESOLVED** to **NOTE** the contents of report 69/16, informing the Committee of Lewes District Council decisions on previous planning applications.

The meeting closed at 7.55 pm

Councillor L Wallraven  
Chairman



## Seaford Town Council

**MINUTES of a Meeting of the Full Council** held at the Council Chambers, 37 Church Street, Seaford on **Thursday 20<sup>th</sup> October 2016 at 7.00pm.**

### **Present:**

Councillor L Freeman (Mayor)

Councillors S Adeniji, D Argent, P Boorman, M Brown, D Burchett, B Burfield, R Hayder, R Honeyman, O Honeyman, A Latham, P Lower, A McLean, I. Wallraven and L Worcester.

Jessica Batchelor, Young Mayor of Seaford

Tom Exley, Deputy Young Mayor of Seaford.

James Corrigan, Town Clerk – Seaford Town Council

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

34 members of the public.

### **C43/09/16 Apologies for Absence**

There were no apologies for absence.

### **C44/09/16 Disclosure of Interests**

Under the Localism Act 2011 and Seaford Town Council Code of Conduct, the following declarations of interests were made: Councillor L Wallraven declared a pecuniary interest in item 13, being a resident of the charity's properties. Councillor A Latham declared a non-pecuniary interest in items 12 and 19; Councillor P Boorman a non-pecuniary interest in items 10 and 14; Councillor R Honeyman a non-pecuniary interest in item 11; and, Councillor Brown a non-pecuniary interest in items 12 and 19.

### **C45/09/16 Public Participation**

*Fiona House*

*Agenda item 19 - as a member of the Neighbourhood Plan Steering Group, reminded members and members of the public of the process with the consideration of sites for inclusion in the Neighbourhood Plan. All suitable sites will be individually assessed against criteria but it is not a definite that they will be suitable for development. The plan can also allocate sites as preserved green spaces. Anyone wishing to assist with the Neighbourhood Plan can find information on the website at [www.seafordnp.uk](http://www.seafordnp.uk)*

Town Clerk

Confirmed that this was correct and that all sites would have to be individually assessed by the Neighbourhood Plan Group.

*Sylvia Dunn*

*Agenda item 10 – expressed her support for the longer term lease with Sussex Wildlife Trust.*

*Agenda item 11 – feels that there is a problem with campervans parking on the seafront and would agree with looking at options for a designated area for campervans to park.*

*Agenda item 12 – expressed her agreement that the sale of land is necessary to assist with capital projects, such as the much needed works on the Martello Toilets which is long overdue an improvement.*

- Sarah McStravick* Wished to thank the Mayor for attending the grand opening of the 'Listen Up' video that was filmed in Seaford and is now available on YouTube.
- Agenda item 19 – wanted to pass on her and some West ward resident's concerns regarding the proposal to include the Village Green in the Neighbourhood Plan.
- John Green* Agenda item 12 – expressed his concern about the four plots being in a concentrated area. When planning permission was granted for the Normansal Park Avenue development there was a condition that the land at plot 1 be granted to the Council as a public open space in accordance with the Local Plan and be kept a public highway by foot and with animals. Would urge the Council to keep this site for public use.
- Chris Lowmass* Agenda item 10 – as Chair of the Seaford Head Local Nature Reserve Management Committee, expressed his support for the 25 year lease with Sussex Wildlife Trust. The Trust manages over 30 nature reserves and has the expertise and ability needed to properly manage this site.
- Fred Bass* Agenda item 12 – does not feel that these plots of land are surplus as described, they are used amenity spaces. Worries that the sale of land should be a last resort for income generation, it is not a sustainable way to fund works. Has concerns given the poor response to the survey and would ask the Town Council to defer any decision until after the elections have taken place.
- Keith Blackburn* Agenda item 12 – appreciates that the Town Council has difficult tasks to carry out, including the pressure to keep council tax down whilst finding more space for housing. Feels that improved facilities on the seafront would encourage residents and visitors to use the seafront and spend money in the town. The Community Partnership conducted a survey 4 years ago on the seafront; 95% of people said the toilets needed improving. Urged members to have the confidence to make the bold decisions that may be required.
- Bob Gower* Agenda item 19 – feels that the Sunken Gardens are a little pearl in the town and hoped members would not consider including this site.
- Michael Pearce* Agenda item 12 – plot 1 is a well-used area by dog walkers and local residents looking for some interaction with others.
- Anita Spencer* Agenda item 12 – worries that the two plots of land at The Holt would be hazardous to build on due to being on bends; an accident recently took place.
- Jane Polling* Agenda item 19 – questioned why the site at Normansal Park Avenue had not been included on the survey distributed earlier this year.
- Town Clerk Confirmed that this site was not being discussed to sell but would be considered as part of the Neighbourhood Plan process. The Neighbourhood Plan process is to look at the suitability of the land before putting it forward for public consultation.

Fiona House

*Informed the meeting that on 30<sup>th</sup> November between 4.30-7.30pm the Neighbourhood Plan Focus Groups would be presenting the evidence and information found so far, talking through how the plan works and how everything fits together. This is taking place at the Clinton Centre.*

#### **C46/09/16 Minutes**

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

<b>C46.1</b>	Community Services	16 <sup>th</sup> June 2016
<b>C46.2</b>	Community Services	15 <sup>th</sup> September 2016
<b>C46.3</b>	Council	21 <sup>st</sup> June 2016
<b>C46.4</b>	Council (extraordinary)	13 <sup>th</sup> September 2016
<b>C46.5</b>	Finance & General Purposes	7 <sup>th</sup> July 2016
<b>C46.6</b>	Finance & General Purposes	6 <sup>th</sup> October 2016
<b>C46.7</b>	Golf	28 <sup>th</sup> June 2016
<b>C46.8</b>	Golf	6 <sup>th</sup> September 2016
<b>C46.9</b>	Planning & Highways	9 <sup>th</sup> June 2016
<b>C46.10</b>	Planning & Highways	30 <sup>th</sup> June 2016
<b>C46.11</b>	Planning & Highways	21 <sup>st</sup> July 2016
<b>C46.12</b>	Planning & Highways	11 <sup>th</sup> August 2016
<b>C46.13</b>	Planning & Highways (extraordinary)	18 <sup>th</sup> August 2016
<b>C46.14</b>	Planning & Highways	1 <sup>st</sup> September 2016
<b>C46.15</b>	Planning & Highways	22 <sup>nd</sup> September 2016

#### **C47/09/16 Holding Extraordinary Council Meeting 10<sup>th</sup> November 2016**

The Council considered and discussed report 57/16 regarding arranging an extraordinary Council meeting, partly to facilitate the appointment of members to current Council vacancies.

It was **RESOLVED** to **AGREE** to hold an extraordinary Council meeting on Thursday 10<sup>th</sup> November 2016 at 7pm.

#### **C48/09/16 Mayor's Report**

The Mayor gave a verbal update on her report 64/16 and some of the events she had attended since the last meeting.

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

#### **C49/09/16 Young Mayor's Report**

The Young Mayor gave a verbal update on the progress with her Defibrillator project (which has currently raised over £2,400.00), her work experience with the local MP Maria Caulfield, the progress of her mission to have a Bill taken to Parliament that it be a legal requirement to have defibrillators installed in certain types of new community buildings, her plan to do a sponsored skydive and the Young Mayor's stall at Christmas Magic.



Jessica thanked her Deputy, Tom Exley, for all of his support so far this year. Anyone wishing to donate to the defibrillator project can do so by contacting the Council.

### **C50/09/16 Clerk's Report**

The Council considered and discussed report 74/16 presenting the Clerk's update report. Discussions included staffing costs, service charges at 37 Church Street, the Town Clerk's priorities going forwards, the cost of the Hurdis House litigation with a former tenant, progress on the entertainments area at Martello Tower, the option of looking to source talking bins, anti-social behaviour in the town and the recently withdrawn planning application for Chyngton Way.

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

### **C51/09/16 Crouch Bowling Club Lease**

The Council considered and discussed report 73/16 regarding the lease with The Crouch Bowling Club. Discussions included the Council ensuring due diligence was taken with leases and the Council being fully aware of the content of leases.

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

### **C52/09/16 Seaford Head Nature Reserve Management Lease**

The Council considered and discussed report 70/16 regarding the lease with Sussex Wildlife Trust.

It was **RESOLVED** to **AUTHORISE** the Town Clerk to enter into a 25 year lease with Sussex Wildlife Trust on the basis of the Terms of Reference contained in section 3 of the report.

### **C53/09/16 Esplanade Parking**

The Council considered and discussed report 71/16 regarding the parking arrangements on The Esplanade.

It was **RESOLVED** to **NOTE** the report and that Councillors would send any comments on the parking arrangements to the Town Clerk.

### **C54/09/16 Proposed Sale of Surplus Land Following Public Consultation**

The Council considered and discussed report 72/16 regarding the proposed sale of surplus land and construction of new seafront toilets.

The Town Clerk confirmed that rights of way would be retained, although possibly relocated on the site, and explained the outline planning application process. The Clerk elaborated on the condition of the seafront toilets and the idea to create a multi-purpose facility of toilets, shower cubicles, storage areas and two kiosks.

Members discussed the sites of land, the options with the toilets, the financial situation and if any alternative options were available.

- C54.1** It was **RESOLVED** to **AUTHORISE** the sale of surplus plots of land namely plots 2, 3 and 4 as detailed in the report;
- C54.2** It was **RESOLVED** to **REQUIRE** that outline planning permission is secured for all three prior to being offered for sale;
- C54.3** It was **RESOLVED** to **AGREE** that the plots are offered for sale by way of sealed tender via the most competitive local estate agent;

- C54.4** It was **RESOLVED** to **AGREE** that the potential sale of plot 1 is deferred until a time in the future when more consultation can take place;
- C54.5** It was **RESOLVED** to **AGREE** that officers facilitate an opportunity, as soon as possible, for third parties to express interest in the designing of the toilets and project manage the design stage and submissions;
- C54.6** It was **RESOLVED** to **AGREE** that officers present a detailed design of the proposed toilet facility to Full Council for approval.

A **RECORDED VOTE** was requested on this item, those in favour Councillors S Adeniji, D Argent, M Brown, B Burfield, L Freeman, R Hayder, R Honeyman, P Lower, A McLean, L Wallraven and L Worcester, those against Councillors P Boorman, D Burchett and A Latham, and one abstention from Councillor O Honeyman.

*(The Council agreed to bring forward item 19 on the agenda)*

#### **C55/09/16 Call for Sites for the Neighbourhood Plan**

The Council considered report 75/16 regarding a response to the Call for Sites for inclusion in the Neighbourhood Plan.

The Town Clerk explained that if a Working Group is formed, a scoring matrix could be drawn up for each of the sites. The sites would then be considered by the Neighbourhood Plan Steering Group before being opened up for public consultation.

- C55.1** It was **RESOLVED** to **ESTABLISH** a Working Group to work with the Town Clerk on any details of submissions and devise a scoring matrix for the following sites:
- a. The Field bordering Southdown Road and Chyngton Road
  - b. The Village Green off Princes Drive
  - c. The Field next to Normansal Park Avenue
  - d. The 6<sup>th</sup> hole on Seaford Head Golf Course alongside Chyngton Road (a replacement hole can be created elsewhere on the site)
  - e. The Sunken Gardens and surrounding land on the seafront

*(Councillor L Wallraven exited the meeting for the following item on the agenda)*

#### **C56/09/16 Bishopstone United Charities**

The Council considered report 49/16 presenting an update report from Bishopstone United Charities.

It was **RESOLVED** to **DEFER** the appointment of a second trustee until the extraordinary Council meeting on 10<sup>th</sup> November 2016.

*(Councillor L Wallraven re-entered the meeting)*

#### **C57/09/16 Creation of Honorary Council Positions**

The Council considered report 45/16 regarding the creation of Honorary Council positions.

- C56.1** It was **RESOLVED** to **AGREE** to the creation of the honorary positions of Honorary Town Historian and Honorary Flag Custodian;
- C56.2** It was **RESOLVED** to **APPOINT** Kevin Gordon as Honorary Town Historian.
- C56.2** It was **RESOLVED** to **APPOINT** David Argent as Honorary Flag Custodian.

**C58/09/16 Christmas Shutdown**

The Council considered report 47/16 regarding closing the Council offices over the Christmas period. It was **RESOLVED** to **APPROVE** the closure of the Council offices from 5pm on Thursday 22<sup>nd</sup> December 2016 to 2<sup>nd</sup> January 2017 inclusive.

**C59/09/16 Adoption of Updated Public Participation Policy**

The Council considered report 59/16 presenting a draft amended Public Participation Policy for adoption.

It was **RESOLVED** to **ADOPT** the updated Public Participation Policy as presented.

**C60/09/16 Rescission of Adopted Seaford Mixed Waste Scheme Policy 2011**

The Council considered report 60/16 regarding the rescission of the previously adopted Seaford Mixed Waste Policy Scheme 2011.

It was **RESOLVED** to **RESCIND** the defunct adopted Seaford Mixed Waste Scheme Policy 2011.

**C61/09/16 Annual Return 2015-16 Update**

The Council considered report 67/16 updating the Council on the status of the Annual Return for 2015-2016. It was **RESOLVED** to **NOTE** the contents of the report and to thank Lucy Clark and Elizabeth Harvey for all their hard work managing the Council's finances.

The meeting closed at 9.35pm.

Councillor Lindsay Freeman  
Mayor of Seaford



Seaford Town Council  
Planning & Highways Committee

Minutes of the meeting of the **Planning & Highways Committee** held at the **Seaford Baptist Church, Belgrave Road Seaford** on **Thursday 3<sup>rd</sup> November 2016**.

**Present:**

Councillor L Wallraven (Chairman)  
Councillor R Honeyman (Vice Chairman)  
Councillors D Argent, P Boorman, D Burchett, A Latham, P Lower, L Worcester and L. Freeman (Mayor)  
Tom Exley, Deputy Young Mayor of Seaford  
James Corrigan, Town Clerk - Seaford Town Council  
Geoff Johnson, Planning Officer - Seaford Town Council (minutes)  
55 members of the public.

**P 52/11/16 Apologies for Absence and Declaration of Substitute Members**

Apologies from Councillor A Mclean. Councillor A Mclean was substituted by Councillor L Freeman.

**P53/11/16 Disclosure of Interests**

Cllr Boorman declared a non-pecuniary interest in LW/16/0795 and did not speak or vote on the application.

Cllr Latham declared a non-pecuniary interest in item 6 and did not speak or vote on the matter.

Cllr Wallraven declared a non-pecuniary interest as Lewes District Councillor sitting on the District Council's Planning Applications Committee and did not vote on any item.

**P54/11/16 Public Participation**

There was no public participation

**P55/11/16 Outline Planning Application for the development of the former Newlands School**

Public Participation on this Item:

*Mrs Pewely* Explained that her house backed on to the former Nursery. The road was incorrectly referred to as Sandalls Close in the plans. Concerned about the boundary flint wall in poor repair and who would take responsibility for repair. Would also like to see more details on the height of the windows as she was concerned about possible overlooking

*Wendy Howell* There was an unexplained disparity between the no. of vehicles shown in the 2004 survey and the applicant's 2015 survey. The school closed in 2014. The data in Mr Kemp's report for the applicant cannot be relied on. Also, the data on car ownership has been interpreted wrongly. This is important as it impacts directly on the use of surrounding roads. Many school age children live there and it will generate more traffic in Hartfield Road.

- Lorna Allen*                      *Concerned that few of the residents affected know what is going on. There were a large number of clubs covering many sports, evicted from Newlands when it closed. Netball, Gymnastics Swimming and Martial Arts as well as the activities mentioned in the report. They were not temporary uses; they were long term. Concern at loss of pool facilities. The development on the scale proposed would require school places for up to 240 more children. Local schools were already up to capacity. Will ESCC provide transport for children having to travel out of town? The open space provided in the application plan is a token gesture.*
- Claire Flack*                      *Supported views of Lorna Allen. The local Netball club she runs moved from Newlands to Seaford Head School in 2014 and is attempting to accommodate 200 members, including juniors, in a four-hour weekly slot.*
- Cllr Olivia Honeyman*                      *Was concerned that no capacity check appeared to have been carried out on the local drainage network and the flood risk assessment was not sufficiently comprehensive.*
- At this point the Committee agreed to waive Standing Orders to allow the extension of the period for public speaking.
- Hartfield Road Resident*                      *Concerned that parking on the site would overflow into the surrounding area. There needs to be sufficient internal parking provision.*
- Cllr Julian Peterson (LDC)*                      *The traffic figures in the proposals have been 'massaged'. There is a lack of capacity in local schools and major problems with the provision of health services. We need new housing but this plan is 'over-development' on a grand scale. It will destroy the character of this pleasant entrance into the town from the east.*
- Martin Kemp*                      *Lack of the clear boundaries required and promised between existing development in Manor Road North and the new development. Need assurances that Manor Road North would only be used as emergency access.*
- Manor Road North Resident*                      *Support previous speaker. Was concerned that pre-application discussions with officers and members meant this was a 'done deal'. (The Town Clerk explained what discussions had taken place prior to the submission and assured the speaker that nothing had been agreed at that stage).*
- Mr Lambert*                      *Concerned about the preservation of trees and wildlife and the need for more protection of the boundaries of the site.*
- Blatchington Rd Resident*                      *Concerned with all the new developments being carried out in the town that local schools will become overcrowded.*
- Laura Gough*                      *Are these houses part of the allocation that Seaford is expected to provide under the Local Plan? Will the ESCC fund the required school places now rather than in five years' time? Our GP Surgeries are at full capacity. (The Town Clerk explained the local housing allocation and that this site was not included and therefore had to be treated as a windfall site)*
- John Willcock*                      *As a resident of Manor Road North he was concerned that there was no provision for a pedestrian crossing for people to get buses to Newhaven and Brighton.*

*Cllr Nicholson  
(LDC)*

*It might be possible for the District Council to include this site in the general allocation as part of the Local Plan process next year rather than a windfall site. It would be difficult for the District Council to impose conditions requiring the expansion of health services. Tonight, all we can consider are the principle of residential use and the number of houses. 238 is on the high side. The District Council will give weight to the Town Council's comments. District members need to be told of local concerns.*

*Eleanor  
Humphrey*

*Concern as a resident of Manor Road North about the use as an emergency access*

*Sue Hart*

*Lives further down the A259 near the Hoyle Centre and is starting to see traffic queuing there from the Town Centre. There has been a significant increase in traffic on the A259 in recent years. The development will make it worse.*

*Mr Saunders*

*Lives in the St Peters area. Concerned at lack of information and publicity about the meeting. Had heard a lot about infrastructure but was concerned about employment. Where will the jobs come from for the increased population? Traffic is also a problem. There is a lot of congestion in the east of the town already.*

*Manor Road  
North resident*

*The apartments in the school building will increase the 238 total. Too many units are packed into small areas of the site particularly at the eastern end. The Chair advised that the total of 238 units included the apartments.*

*Mr Roberts*

*Resident of Blue Haze Avenue. It's important to have pedestrian and cycle paths but there's no provision for pavements in the north of the site; only a grass verge. This will be dangerous for families with children*

It was **RESOLVED** that if the development were to progress it should be limited to 120 units

However, it was **RESOLVED** to **OBJECT** to the application in its current form on the grounds that the scale of housing proposed: -

*Would have an unacceptable impact on the local highway network which is already severely congested at peak times*

*Will lead to the permanent loss of valuable sports facilities which were provided as the former Newlands school as well as recreational green space and amenity areas. This will be detrimental to the Town in general and will detract from the character and amenities of the locality. It is noted that there is no provision for sports or any community facilities provided for in the proposals.*

*Will create a significant increase in demand for local healthcare services which, in the absence of any definite proposals to fund and expand facilities, will exacerbate the existing acute problems with the provision of these services.*

*Will create a demand for school places which in absence of the necessary funding will have an adverse impact on local schools*

Is likely to exacerbate the existing flooding problems arising from the lack of capacity in the local sewerage system. No assessment has been made of the likely impact on the on the existing system

It would lead to the increased use of Manor Road North for general access and construction traffic. This would be seriously detrimental to the residents.

That the mix of dwellings should include the provision of bungalows and that local residents should be given priority in the allocation of affordable housing

That the number of dwellings approved for the site should be included in the overall provision for Seaford in the Local Plan process and should not be regarded as a windfall site

Following the discussion of this item the meeting was adjourned at 8.10pm to allow the public to leave. The meeting resumed at 8.20pm

#### **P56/11/16 Planning Applications**

##### Planning Applications received for week ending 7<sup>th</sup> October 2016

**Seaford**  
LW/16/0742

#### **15 Chyngton Gardens**

Planning Application - Two-storey side extension to left elevation, single storey projection to front, single storey extension and porch to front elevation, and weatherboard cladding to first floor for Mr. M. Wilson

It was **RESOLVED** to raise **NO OBJECTION**

**Seaford**  
LW/16/0755

#### **4 Firle Drive**

Planning Application - Conversion of an existing garage into a habitable space, extending the existing dormer with an additional window, and replacing flat roof with tiled hipped roof for Mr M Hannay

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**  
LW/16/0771

#### **The Blue Door Nursery, St. John's Church Hall Wilmington Road**

Planning Application - Erection of rear and front single storey extensions for Blue Door Nursery

It was **RESOLVED** to make **NO OBJECTION** subject to compliance with the requirements of Environmental Health regarding the gas pipes.

**Seaford**  
LW/16/0839

#### **29 Steyne Road**

Listed Building Consent Application – Waterproof basement floor and walls, replace sliding windows with side hung sashes, replacement of kitchen, removal of wall between kitchen and living areas, new door opening between living room and bedroom, installation of shower in bedroom and WC under stairs, and new drainage system. For Mrs. L. Blatch

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

1. That the plans were difficult to interpret
2. That the proposed replacement windows would detract from the character of the Listed Building
3. That the plans for the basement would facilitate its use as a unit of accommodation and this would be inappropriate in a flood risk area.

Planning Application week ending 14<sup>th</sup> October 2016

No planning applications to consider in respect of Seaford.

Planning Applications for week ending 21<sup>st</sup> October 2016

**Seaford**                      **18 High Street**  
LW/16/0795                  Change of Use - part of premises from Retail (A1) to Medical (D1) for Mr.P. Marshall

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **Seaford Service Station Station Approach**  
LW/16/0826                  Planning Application - Erection of side extension to a kiosk and relocation of parking bay for WM Morrison Supermarkets PLC

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **7 Richmond Road**  
LW/16/0836                  Planning Application - Conversion of garage into habitable room for Mr.M Dubra

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **23 Clemantine Avenue**  
LW/16/0884                  Planning Application - Erection of two storey side extension for Mrs. J. Sheldon

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **13 Park Road**  
LW/16/0886                  Planning Application - Demolition of an existing single storey rear extension and erection of replacement single storey extension for Mr.P.Cox

It was **RESOLVED** to make **NO OBJECTION**



Tree Work Applications

**Seaford**                      **3 Seafield Close**  
TW/16/0116/TPO            1 x Sycamore (G1 of Order) Pollard cutting back to previous pollard points for Mr.M.Keen

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **12 Barn Close**  
TW/16/0119/TPO            Sycamores (T1-T3) Cut back to previous pollarding points to let more light into the property for Mrs.P.Mcghee

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **Oakdene 36, Firl Road**  
TW/16/0125/TPO            2 x Lawson's Cypress(T1 and T2 on plan) -Remove. 1 x Sycamore on verge (T3) Formative prune to create symmetrical canopy. 4 x Holm Oak (T4 to T8 on plan/ T2,T3,T4 and T5 of the TPO,) Prune back lateral branches overhanging garden back to boundary. 4 x Beech (T9 on plan) Remove basal and epicormic growth on trunk and main limb scaffold. Prune away branches directly affecting garage roof.

It was **RESOLVED** to make **NO OBJECTION**

**Seaford**                      **Fitzgerald House, Croft Lane.**  
TW/16/0129/TCA            Fell - 1 x Cherry Tree.

It was **RESOLVED** to make **NO OBJECTION**

**P57/11/16    Road Closure Request for Christmas Magic**

Members considered report 78/16 relating to the Town Council's own application to close parts of Broad Street , Saxon Lane, Crouch Lane, High Street, Place Lane, Sutton Road, Croft Lane, Church Street and West Street for the Christmas Magic Event on Saturday 3<sup>rd</sup> December 2016.

It was **RESOLVED** to raise **NO OBJECTIONS** to the making of the Order.

**P58/11/16    Update Report**

The Committee considered report 77/16

It was **RESOLVED** to **NOTE** the contents of report 77/16 informing the Committee of Lewes District Council decisions on previous planning applications.

The meeting closed at 8.45pm

Councillor L Wallraven,

Chairman



**Seaford Town Council**  
**Community Services Committee**

Minutes of the meeting of the **Community Services Committee** held at **37 Church Street, Seaford** on **Thursday 17<sup>th</sup> November 2016** at **7.00pm**.

**Present:**

Councillor Lindsay Freeman (Chair)  
Councillor P Boorman (Vice Chair)  
Councillors D Argent, N Freeman, R Hayder, O Honeyman, A McLean, B Webb and C White.  
Mr Craig Williams – Projects & Facilities Manager, Seaford Town Council  
3 members of the public.

**CS 12/11/16 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors L Wallraven (Councillor Webb substituted) and M Wearmouth.

**CS 13/11/16 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 14/11/16 Public Participation**

*Sylvia Dunn* *Could the Council please consider when designing the Martello toilets to have a seated indoor area and exterior decking area and also review the cleaning schedule as currently sporadic.*

*Reported previously that the new seating in the Martello entertainments area has one piece of wood that is a different colour to the rest.*

*Thank you for repairing the gutter on the Martello toilets but it is still missing an end cap and the bins along the seafront are still in need of repairs.*

*East Sussex County Council annually blast all storm drains in Seaford and this is overdue, can it be followed up.*

Projects &  
Facilities  
Manager

Agreed that consideration can be taking for all ideas from councillors and the public on the Martello toilets, obviously, the cost will be a factor but there is plans for kiosks in the project to regain the monies that will be spent.

The new seating area is made of natural wood so all cuts of wood will always be different colours and grain lines however all wood once weathered will turn a silvery colour and will all match. This will likely take 6-8 weeks.

2 bins on the seafront will be replaced and Officers will check again the repairs of the others.

**CS 15/11/16 Finance Report**

The Committee considered report 87/16 presenting the Community Services income and expenditure figures for October 2016 and the financial year to date.

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

**CS 16/11/16 Projects & Facilities Manager – Update Report**

The Committee consider report 86/16 resenting the Projects & Facilities Manager's update report, informing members on progress and actions relating to the Council's assets and services.

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

**CS 17/11/16 Community Services Committee Draft Budget 2017-18**

The Committee consider report 89/16 presenting the draft projected outturn for the current financial year and the Community Services Committee budget for the 2017-18 financial year.

**CS 17.1** It was **RESOLVED** to **APPROVE** the projected outturn for 2016-17 and the draft budget for 2017-18 for this Committee.

**CS 17.2** It was **RESOLVED** to **APPROVE** that the draft budget subject to any amendments be **RECOMMENDED** to Full Council for adoption.

**CS 17.3** It was **RESOLVED** to **RECOMMEND** to Full Council to approve that should there be an underspend in the Projects budget for 2016-17, these monies are transferred into the Community Projects ear-marked reserve (EMR 358).

The meeting closed at 7.21pm.

Councillor L Freeman  
Chair

**DRAFT**



Seaford Town Council

Planning & Highways Committee

Minutes of the meeting of the **Planning & Highways Committee** held in the **Council Chambers, 37 Church Street, Seaford** on **Thursday 24<sup>th</sup> November 2016**.

**Present:**

Councillor L Wallraven (Chairman)  
Councillor R Honeyman (Vice Chairman)  
Councillors D Argent, P Boorman, D Burchett, B Burfield and T Goodman.  
Geoff Johnson, Planning Officer - Seaford Town Council.  
6 members of the public.

**P59/11/16 Apologies for Absence and Declaration of Substitute Members**

Apologies from Councillors A Latham and L Worcester (Councillor B Burfield substituted for).

**P60/11/16 Disclosure of Interests**

Councillor R Honeyman declared a non-pecuniary interest in LW/16/0903 and LW/3336/CC and did not speak or vote on these items.

Councillor P Boorman declared a non-pecuniary interest in LW/16/0903.

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

**P61/11/16 Public Participation**

*Nicholas Tippett Addressed the Committee regarding concerns at the possible inclusion of the fairway of the 6<sup>th</sup> hole at Seaford Head Golf Course in proposals for development in the Seaford Neighbourhood Plan.*

**Chair** Responded by confirming that the main aim of the Plan was the protection of green spaces in the Town and that all issues relating to the Plan could be aired at the Workshop to be held at Clinton Place on Wednesday 30<sup>th</sup> November from 4.30pm to 7.30pm.

It was **PROPOSED** and **AGREED** to waive Standing Orders to allow John Prout owner of Flat 8, Marine Court to address the Committee on item 6 (Beachlands Care Home) later in the meeting.

**P62/11/16 Planning Applications**

Planning Applications received for week ending 28<sup>th</sup> October 2016

**Seaford** **61 Carlton Road**  
LW/16/0867 Planning Application-Erection of single storey extension for Mr and Mrs Harries

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford** **21 East Albany Road**  
LW/16/0894 Planning Application – Hard and soft landscaping works, levelling terraced area with 1.5m louvre privacy screening, rebuild retaining walls for Mr and Mrs J Burn.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford** **Havenfield, Cuckmere Road**  
LW/16/0896 Planning Application-Demolition of existing garage and workshop and rebuild to current regulations, erection of single storey rear extension and replace existing

garden room with a garden pod for Mr and Mrs K Barnard.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0898

**Units 1 and 2 123 Princess Drive**

Advertisement Consent Application-Installation of 1 x illuminated logo on fascia, 4 x non-illuminated wall mounted aluminium panels, and 4 x non-illuminated post-mounted aluminium panels for Food Delivery Orchid Group.

It was **RESOLVED** to make **NO OBJECTION**.

Planning Applications received for week ending 4<sup>th</sup> November 2016

**Seaford**  
LW/16/0849

**1 Claremont Court Claremont Road**

Planning Application- Erection of a ground floor side extension and first floor side extension for Mr K White.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0869

**10 St Peters Road**

Planning Application – Erection of detached garage for Mr T Atkinson.

It was **RESOLVED** to make **NO OBJECTION**.

Planning Applications received for week ending 11<sup>th</sup> November 2016

**Seaford**  
LW/16/0877

**Rose Cottage, Eastbourne Road**

Planning Application-Roof Conversion for Mrs M Trew.

It was **RESOLVED** to **OBJECT** on the grounds that the proposals were too bulky, were out of proportion with the form and appearance of this attractive property and would therefore detract from its special character.

**Seaford**  
LW/16/0903

**3 Talland Parade High Street**

Planning Application-Change of Use from A1(Retail) to B1 for use as broadcasting studios for Seahaven FM

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0914

**6 Firls Close**

Planning Application-Erection of a two storey pitched roofside extension, single storey rear extension and internal alterations for Mr and Mrs M Maskell.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0917

**1 Shepway Parade, Broad Street**

Advertisement Consent-Installation of 1 fascia sign with logo illuminated and 1 internally illuminated projecting sign for Co-op Food Programme Delivery Orchid Group.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0928

**12 Pitt Drive**

Planning Application-Erection of 3 bedroom end of terrace house (lapsed planning

approval LW/12/0585).

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0945

**53 Princess Drive**

Planning Application-Single storey roof extension and new roof to existing property with steeper pitch and first floor accommodation for Mr P Brown

It was **RESOLVED** to **OBJECT** on the grounds that the proposed roof extension and new roof would be too bulky and over dominant a feature given the elevation of the property, would be out of keeping with the character of surrounding properties and would therefore detract from the general character of the area.

East Sussex County Council Application

**Seaford**  
LW/3336/CC

**Seaford Primary School, Wilkinson Way**

Planning Application - Retrospective application for retention of a single storey 'Dalo' modular extension to adjoin the existing school-approximate dimensions 5m x 5m.

It was **RESOLVED** to make **NO OBJECTION**.

Tree Works Application

**Seaford**  
TW/16/0134/TPO

**The Coach House, Saxon Lane**

Consultation response to provisional TPO made by Lewes District Council on 30<sup>th</sup> October 2016 covering a group of four sycamores at the front of the property.

It was **RESOLVED** to **SUPPORT THE CONFIRMATION** of this Tree Preservation Order.

**P63/11/16 Consultation by British Telecom on Proposed Closure of Public Telephone Boxes**

The Committee considered report 92/16.

It was **RESOLVED** that **NO OBJECTION** be raised to the removal of the two modern phone boxes in Walmer Road and Hartfield Road but that a request be made to BT for the Town Council to adopt the Red Heritage box at Hastings Avenue for Community use.

**P64/11/16 Beachlands Care Home-Application LW/16/0282**

*John Prout*

*Addressed the Committee on the recent decision of Lewes District Council to grant consent on this application contrary to the Planning Officer's recommendation. He claimed that the planning process which led to the granting of consent was flawed and that it would open up the possibility of other inappropriate developments in this part of Marine Parade in contravention of the established Local Plan policies. He asked for a formal complaint to be made to Lewes District Council.*

The Committee considered report 90/16

It was **PROPOSED** that a letter should be sent to the Head of Regeneration and Planning at Lewes D.C expressing the Town Council's serious concern at the recent granting of consent contrary to the clear recommendation in the officer's report and to seek the District Council's reassurance that the relevant saved policies of the Local Plan, in particular SF15, would continue to be applied with due weight to proposals for development in the area of Marine Parade west of Connaught Road; this **MOTION** was **CARRIED**.

**P65/11/16 Update Report**

The Committee considered report 91/16

It was **RESOLVED** to **NOTE** the contents of report 91/16 informing the Committee of decisions made by Lewes District Council on previous planning applications.

The meeting closed at 7.50pm.

Councillor L Wallraven  
Chairman



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 29<sup>th</sup> November 2016** at **7.00pm**.

**Present:**

Councillors S Adeniji (Chairman) and A Latham (Vice-Chair)

Councillors D Argent, M Brown, D Burchett, L Freeman, N Freeman, O Honeyman, A Mclean and M Wearmouth.

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 Robert Macdonald – Manager, The View (Seaford Town Council)

Mr Alan Miller (Seaford Head Golf Club)

One member of the public.

**G14/11/16 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors Lower and Worcester (Councillors Argent and Wearmouth substituted respectively).

**G15/11/16 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.

**G16/11/16 Public Participation**

There was no public participation.

**G17/11/16 Golf Professional's Report**

The Committee considered report 93/16.

**G17.1** It was **RESOLVED** **NOTE** the contents of the report.

**G17.2** It was **RESOLVED** to **APPROVE** the revised membership structure and associated fees as set out at 1.2 of the report.

**G17.3** It was **RESOLVED** to **APPROVE** continuing for 2017/18 with the offer to new members of 15 months' membership for the price of 12.

**G17.4** It was **RESOLVED** to **APPROVE** offering an incentive to members of £100 on their membership cards to be spent at The View bar for every new Adult/Intermediate 2 member they introduce and £50 for every new Intermediate 1/Youth or Junior (12-17) member they introduce.

**G17.5** It was **RESOLVED** to **APPROVE** the green fee prices for 2017/18 as set out at 1.7 of the report.

**G17.6** It was **RESOLVED** to **NOTE** the Income and Expenditure figures to 31<sup>st</sup> October 2016.

**G18/11/16 Head Greenkeeper's Report**

The Committee considered report 92/16 and noted the very positive feedback on the quality of the course it was **RESOLVED** to **NOTE** the information in the report.

**G19/11/16 Restaurant & Bar Manager's Report**

The Committee considered report 94/16.

**G19.1** It was **RESOLVED** to **NOTE** the contents of the report.

**G19.2** It was **RESOLVED** to **NOTE** the Income and Expenditure figures to 31<sup>st</sup> October 2016.



**G20/11/16 Golf & The View Committee Draft Budget 2017-18**  
The Committee considered report 95/16.

Considerable discussion took place regarding the budget. The Committee was particularly keen to ensure that the combined Golf and View budgets produce a surplus in the next financial year and noted that the Town Clerk will be setting managers financial performance targets.

**G20.1** It was **RESOLVED** to **NOTE** the projected outturn for 2016-17.

**G20.2** It was **RESOLVED** to **RECOMMEND** that the draft budget subject to removing the purchase of new machinery and adding £5,000 to the machinery repairs budget to Full Council for adoption.

The meeting closed at 8.53pm.

Councillor Sam Adeniji  
Chairman

**Draft**



## Seaford Town Council

### Finance & General Purposes Committee

Minutes of the meeting of the Finance & General Purposes Committee held at the Council Chamber, 37 Church Street, Seaford on Thursday 8<sup>th</sup> December 2016 at 7.00pm.

#### Present:

Councillor M Brown (Chairman)  
Councillor L Worcester (Vice-Chair)  
Councillors S Adeniji, D Argent, P Boorman, B Burfield, T Goodman, R Hayder and R Honeyman.  
Mr James Corrigan, Town Clerk – Seaford Town Council  
Mrs Lucy Clark, Support Services Manager - Seaford Town Council

2 members of the public

#### F12/12/16 Apologies

Apologies for absence were received from Councillor A Latham.

#### F13/12/16 Disclosure of Interests

There were no disclosures of interest.

#### F14/12/16 Public Participation

*Fiona House* Queried the status of a previous employee's overpayment of salary dating back a couple of years and whether legal proceedings would follow.

Town Clerk Confirmed that legal proceedings have commenced.

*Mr Hill* Enquired as to whether an emergency light was installed by the fire escape in case of an evacuation in the dark.

Town Clerk Confirmed that this would be looked into.

#### F15/12/16 Finance Report

##### F15.1 Receipts, Payments and Bank Reconciliation for September & October 2016

Members considered report 96/16 advising of receipts, payments and bank reconciliation for September and October 2016.

Members asked for clarity on certain income and payments.

**F15.1.1** It was **RESOLVED** to **NOTE** the balance brought forward from August 2016 was £328,921.60.

**F15.1.2** It was **RESOLVED** to **NOTE** September's total receipts of £425,773.49 and total payments of £193,236.14 leaving a balance to carry forward of £561,458.96.

**F15.1.3** It was **RESOLVED** to **NOTE** October's total receipts of £82,374.69 and total payments of £132,202.63 leaving a balance to carry forward of £511,631.02.

##### F15.2 Finance Report

Members considered report 97/16 informing of income and expenditure from 1<sup>st</sup> April to 31<sup>st</sup> October 2016 compared to the annual budgets.

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

**F16/10/16 First Internal Audit Report for 2016-17**

Members considered report 98/16 presenting the first Internal Audit report from Mulberry & Co Ltd for 2016-17.

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

**F17/10/16 Proposed Finance & General Purposes Budget 2017/18**

Members considered report 99/16 presenting the draft budget for the Committee to consider and make any recommendations to the Council meeting on 26<sup>th</sup> January 2017.

The Town Clerk clarified that the overspend quoted in the report was incorrect and that the correct figure was £23,576.

Members asked for clarity on items including staff welfare costs and members training. Members discussed the allocation of the grants pool and Seaford in Bloom, agreeing that this item be moved to the Community Services budget.

**F17.1** It was **RESOLVED** to **RECOMMEND** that when approving the Committee Budget for 2017/18, the council consider the following:

**F17.1.1** 4182-210 (Catering & Hospitality - Civic) -- to reduce the budget from £500 to £200

**F17.1.2** 4155-206 (Professional Fees for Hurdis House) -- to allocate a budget of £10,000

**F17.1.3** 4059-205 (Service Charge for Church Street) -- to increase the budget from £7,000 to £27,000.

**F17.2** It was **RESOLVED** to **NOTE** that an information / training meeting for all Councillors to discuss all Committee budgets in detail is being held on 12<sup>th</sup> January 2017.

The meeting closed at 8.30pm.

Councillor Mark Brown  
Chairman



Seaford Town Council  
Planning & Highways Committee

Minutes of the meeting of the **Planning & Highways Committee** held at the **Council Chamber, 37 Church Street, Seaford** on **Thursday 15<sup>th</sup> December 2016**.

**Present:**

Councillor R Honeyman (Vice Chairman in the Chair)  
Councillors P Boorman, L Freeman, N Freeman, T Goodman, A Latham, C White and L Worcester.  
Geoff Johnson-Planning Officer- Seaford Town Council  
5 members of the public.

**P 66/12/16 Apologies for Absence and Declaration of Substitute Members**

Apologies for absence were received from Councillors D Argent (Councillor N Freeman substituted), D Burchett, P Lower (Councillor L Freeman substituted) and L Wallraven (Councillor C White substituted).

**P 67/12/16 Disclosure of Interests**

There were no disclosures of interest.

**P 68/12/16 Public Participation**

There was no public participation.

**P 69/12/16 Planning Applications**

Planning Applications week ending 18th November 2016

**Seaford**

LW/16/0912

**5 Broad Street**

Planning Application – Extension of opening hours for Mr N.I Di Rubbro.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**

LW/16/0899

**11 Rugby Close**

Planning Application - Section 73A retrospective application for the erection of a fence for Mr K Wickens.

It was **RESOLVED** to make no **OBJECTION**.

Planning Applications week ending 25<sup>th</sup> November 2016

**Seaford**

LW/16/0887

**Ronald Simpson House, 24 Sutton Avenue**

Planning Application-Change of use of existing dining area, server, kitchen and associated ancillary areas from C2 to A3 to allow for areas to be used as a commercial kitchen and dining premises by residents and the general public for Lawson Queay Chartered Surveyors.

It was **PROPOSED** to **OBJECT** on the grounds that the unrestricted commercial use proposed would not be appropriate in this residential location and could lead to problems from increased traffic in the area.

A **RECORDED VOTE** was requested:

Councillor P Boorman	Against
Councillor L Freeman	For
Councillor N Freeman	For
Councillor T Goodman	For
Councillor R Honeyman	Abstain

Councillor A Latham For  
Councillor C White For  
Councillor L Worcester For

The **MOTION** was **CARRIED**.

**Seaford**

LW/16/0965

**Land adjacent to Hillhead, 95 Firle Road**

Planning Application - Proposed dwelling for Mr G Brown.

*Mr C Heal  
12 Duchess Drive*

*Objected to the application on grounds of loss of privacy and impact on wildlife. Also that it conflicted with a previous planning consent and legal agreement. The application site was on a higher level than the neighbouring properties in Duchess Drive. The picture windows at the rear of the houses would overlook the proposed dwelling. The land should have been left undeveloped as a wooded buffer zone in the late 1980s but an agreement between the developers and the Lewes District Council was never implemented and the land never transferred to the Council as intended. All the residents had purchased properties there on the assumption that the land would be kept as an amenity strip.*

*Mr B Rowe  
18 Duchess Drive*

*Supported Mr Heal's objection. He added that the strip also acted as a buffer zone for security purposes. If it were to be opened up by this development it would adversely affect security and privacy. He also referred to the covenants in the legal agreement between the District Council and the Developers.*

*Mr G Brown  
Applicant*

*The application site was within the designated development boundary for Seaford whereas the rest of the strip of land lay outside that boundary. Only this plot would be developed. The properties in Duchess Drive were some distance away. He accepted the site was on a higher level but the distances involved meant that overlooking and loss of privacy were not relevant issues and any thinning of the tree screen necessary to construct the dwelling would be restored by additional planting after completion. The woodland was overgrown, badly needed maintaining and had been used as a tip. He would take on the maintenance of the land and ensure that it was kept in good order. Currently it formed the gateway to the National Park and was a disgrace.*

It was **RESOLVED** to make **NO OBJECTION** subject to nature and wildlife conservation requirements being complied with.

**Seaford**

LW/16/0960

**10 Sutton Park Road**

Planning Application - Replacement of shopfront windows and access doors with internal alterations for Barwells Quality Solicitors.

It was **RESOLVED** to make **NO OBJECTION**.

Planning Applications for week ending 2<sup>nd</sup> December 2016

**Seaford**

LW/16/0974

**30 South Way**

Planning Application-Erection of a single storey front extension to garage and single storey rear extension for Mr D Clare.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0996

**10 Chesterton Drive**

Planning Application-Erection of a single storey side extension and first floor extension for Mr M Gambriel.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/1001

**Bowden House School, Firle Road**

Planning Application-Installation of 3m high security fence and gates for the School Governors.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0948

**6 Holters Way**

Planning Application-Demolition and replacement of existing garage and erection of side extension for Mr S Epsley.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0985

**5 Sherwood Road**

Planning Application-Erection of a roof extension with dormer windows to sides for Mr T Swadling.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
LW/16/0986

**6 Homefield Road**

Planning Application-Erection of a single storey side extension for Mr D Moore.

It was **RESOLVED** to make **NO OBJECTION**.

Tree Work Applications

**Seaford**  
TW/16/0137/TPO

**10 Harrow Close**

1 x Ash (T1 on plan/G2 on order) Remove dead wood 1x Sycamore(T2 on plan /G2 on order) Remove 1 x Sycamore (T3 on plan /G1 on order) Dead Wood 1 x Ash (T4 on plan /G1 on order) Remove 1 x Group of Sycamores(G1 on plan/G2 on order) Remove dead wood for Mrs M Rudge.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**  
TW/16/0138/TCA

**The Coach House, Saxon Lane**

4 X G1- Sycamore Group in Front Garden.

It was **RESOLVED** to make **NO OBJECTION**.

**P 70/12/16 Update Report**

The Committee considered report 100/16. It was **RESOLVED** to **NOTE** the contents of report 100/16 informing the Committee of the decisions made by Lewes District Council on previous planning applications.

The meeting closed at 7.45 pm.

Councillor R Honeyman  
Chairman



## Seaford Town Council

**MINUTES** of a Meeting of the **Personnel Committee** held at the Council Chambers, 37 Church Street, Seaford on **Tuesday 20<sup>th</sup> December 2016** at **6.00pm**.

**Present:**

Councillor S Adeniji (Chair), L Freeman (Vice-Chair), P Boorman, R Honeyman, A Latham and P Lower.

James Corrigan, Town Clerk – Seaford Town Council

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

No members of the public were present.

**PE01/12/16      Apologies for Absence**

No apologies for absence were received, all were present.

**PE02/12/16      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.

**PE03/12/16      Staff Handbook**

The Committee consider report 88/16 presenting the draft Staff Handbook. Considerable discussion took place on the contents of the handbook and a number of additions were suggested.

It was **RESOLVED** to **NOTE** the contents of the report and **AGREE** the draft Staff Handbook as amended.

**PE04/12/16      Personnel Committee Meeting Date**

The Committee consider report 101/16 regarding setting a future date for a Personnel Committee meeting.

It was **RESOLVED** to **AGREE** to arrange a meeting of the Personnel Committee at 7pm on Thursday 9<sup>th</sup> March 2017.

**PE05/12/16      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 all concern confidential personnel matters.

**PE06/12/16      Annual Appraisals**

The Committee consider exempt report 84/16 providing an update on the Annual Appraisal process and outcomes. It was noted that these are coterminous with the Council's strategic objectives and that all staff are now appraised fully with follow up meetings as appropriate. The Committee expressed concern at the excessive hours worked by the Town Clerk and asked that efforts be made to reduce these. However it was noted that a major contributor to the additional hours was the support given to The View, which is likely to continue for some time.

**PE06.1**      It was **RESOLVED** to **NOTE** the update on the 2016 Annual Appraisal process.

**PE06.2** It was **RESOLVED** to **NOTE** that a separate report will be brought to the Committee on 9<sup>th</sup> March 2017 regarding incremental rises for members of staff from 1<sup>st</sup> April 2017.

The meeting closed at 8.38pm.

Councillor Sam Adeniji  
Chairman

DRAFT





Seaford Town Council  
Planning & Highways Committee

Minutes of the meeting of the Planning & Highways Committee held at the Council Chamber, 37 Church Street, Seaford on Monday 9<sup>th</sup> January 2017.

**Present:**

Councillor R Honeyman (Vice Chairman in the Chair)  
Councillors, D Argent, D Burchett, T Goodman, L Freeman, A Latham and P Lower.  
Geoff Johnson – Planning Officer, Seaford Town Council  
No members of the public present.

**P 71/01/17 Apologies for Absence and Declaration of Substitute Members**  
Apologies for absence were received from Councillor E Wallraven (substituted by the Councillor L Freeman).

**P 72/01/17 Disclosure of Interests**  
Councillor L Freeman declared a non-prejudicial interest in Application LW/16/1005 as a near neighbour of the site and did not speak or vote on the application.

**P 73/01/17 Public Participation**  
There was no public participation.

**P 74/01/17 Planning Applications**

Planning Applications week ending 9<sup>th</sup> December 2016

**Seaford 22 The Covers**  
LW/16/0961 Planning Application- Erection of a single storey rear extension, two-storey side extension and new garage for Mr and Mrs Giles

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford 12 High Street**  
LW/16/0994 & 0995 Planning and Listed Building Applications-Erection of a replacement single storey extension to rear of property for Mr N Royle.

It was **RESOLVED** to make **NO OBJECTION** subject to compliance with the requirements of the archaeological condition.

**Seaford 35 Princess Drive**  
LW/16/0997 Planning Application- Erection of a two-storey side extension for Mr and Mrs Watts.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford 31 Micklefield Way**  
LW/16/1013 Planning Application- Erection of first floor extension above garage and associated alterations for Ms Candy.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**      **3 Sutton Park Road**  
LW/16/1023      Advertisement Consent Application- Erection of one fascia sign and one projecting sign for period from 01 Jan 2017 to 01 Jan 2022 for HSBC Bank PLC.

Planning Applications for week ending 16<sup>th</sup> December 2016

**Seaford**      **19 May Avenue**  
LW/16/1015      Planning Application- Single storey rear extension for Mr R Martin.

It was **RESOLVED** to make **NO OBJECTION**.

**Seaford**      **38 Hurdis Road Bishopstone**  
LW/16/1033      Planning Application- Demolition of existing conservatory and erection of a single storey rear extension for Mr and Mrs Dibben

It was **RESOLVED** to make **NO OBJECTION**.

Planning Applications for week ending 30<sup>th</sup> December 2016

**Seaford**      **Land adjacent to 86 Chichester Road**  
LW/16/0591      Planning Application- Demolition of garage and erection of three bedroom detached house (renewal of planning permission LW/13/0373) for Mr and Mrs Wylie.

It was **RESOLVED** to make **NO OBJECTION** to the renewal although there were concerns at the number of renewals which had been granted since the original consent and the untidy condition of the site.

**Seaford**      **Haylesdene Maurice Road**  
LW/16/1005      Planning Application- Erection of a single storey rear extension, two storey side extension and replacement roof for Mr R Harvey.

It was **RESOLVED** to make **NO OBJECTION**.

**P 75/01/17      Regulation of Street Trading**

The Committee considered report 102/16.

It was **RESOLVED** to **SUPPORT** the proposal of Lewes District Council to deregulate Street Trading in the District and to concentrate regulation in Seaford on the Town Centre and Seafont as set out in the report.

**P 76/01/17 Update Report**

The Committee considered report 103/16.

It was **RESOLVED** to **NOTE** the report informing the Committee of decisions made by Lewes District Council on previous planning applications.

The meeting closed at 7.26pm

Councillor R Honeyman  
Chairman

Draft



Seaford Town Council

Report 110/16

**Agenda Item No:** 5  
**Committee:** Council  
**Date:** 26<sup>th</sup> January 2017  
**Title:** Mayor's Report & Engagements  
**By:** Sharan Brydon, Mayor's Secretary  
**Purpose of Report:** To present the Mayor's update report and details of Mayoral engagements.

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**Recommendations**

**You are recommended:**

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

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**1. Information**

- 1.1** Attached at Appendix A is the Mayor's report for the period from October 2016 to date.
- 1.2** At Appendix B are details of the Mayor's engagements for the same period.

**2. Financial Appraisal**

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

**3. Contact Officer**

The Contact Officer for this report is Sharan Brydon, Administration Assistant/Mayor's Secretary.

Mayor's Secretary

Town Clerk

## Report 110-16 Appendix A Mayor's Report – January 2017

October saw the by-elections for 5 seats on the Town Council, we were subject to certain restraints pertaining to the candidates which could be seen as trying to influence the voters! I had attended the evening for prospective candidates in September and it was interesting to meet them.

I did a radio interview on Seahaven FM, interesting as I was able to inform the listeners about the Neighbourhood Plan. We had a couple of meetings which I attended as I'm part of the Steering Group as are Cllr Mark Brown and Cllr Richard Honeyman. Much controversy arose as a result of STC's proposals to sell off 3 small pieces of land in North Ward, more was to come!

We were invited to the VIP reception held at the Old Port Authority Building in Newhaven, we had a presentation on their plans for young apprentices and learnt more about the Rampion Wind Farm. This was followed by a buffet lunch which was excellent.

Nick and I went to Patrick Goff's exhibition held in Arts@theCrypt. Stunning paintings, such wonderful use of colour and the interesting grid pattern so distinctive in his paintings.

I had fond memories of my father in full Mess Dress when I attended The Royal Society of St George Dinner for Trafalgar Night, very nostalgic and memories of a Royal Naval life.

Next we come to the time of year when thoughts turn to bonfires and fireworks, it was delightful to take part in Seaford's celebrations of the saving of Parliament. I judged the competition for the Guy on the Friday, then Saturday evening laid a wreath at the war memorial and actually managed to walk down to the Martello Fields. Unfortunately this left me in such pain that I was unable to attend my engagement on the Sunday. The following Tuesday I laid another wreath at the Cemetery.

I subbed on Planning and Highways for the Newlands School proposed plan which we voted to object to on various grounds.

I did a '60 seconds with' interview for The Argus, interviews for More Radio in Hailsham and BBC Radio Sussex. Unfortunately I had to refuse the invitation to Lewes Bonfire celebrations due to the lack of trains and the restrictions on cars going into Lewes.

The by-election was held and resulted in the return of Cllr Terry Goodman and new councillors, Cllrs, Nick Freeman, Maggie Wearmouth, Bill Webb and Cheryl White. They were welcomed and took part in the Full Council meeting where new members were appointed to Committees and a new Deputy Mayor, Cllr Mark Brown, I am delighted to be working with him.

I had an interesting visit to the Health, Wealth and Wellbeing show in the Clinton Centre, Cllr White and myself availed ourselves of the free head and shoulders massage on offer. I spent a Sunday afternoon helping with the making of Wither Stars at the Mercread Centre, we were helped by Kristina Veasey and promised to help with the Lantern Making for Christmas Magic.

Seaford became really fired up after County Councillor Carolyn Lambert published her November Newsletter which gave details of the green spaces owned by STC which needed to be considered for development in order to produce an accurate Neighbourhood Plan, especially regarding the 6<sup>th</sup> hole on Seaford Head golf course. This had an on-going effect on the numbers attending the Neighbourhood Plan information evening held on the 30<sup>th</sup> November. I was interviewing members of the public before and after they had looked at the exhibits, very interesting, it was recorded on video.

I also attended the Rotary musical tea at St James' Trust, very enjoyable. Cllr Rahnuma Hayder invited me to open the refurbished Moon of India on 1<sup>st</sup> December, it was an interesting evening spent chatting to our M.P. Maria Caulfield and her partner Steve and eating delicious Bengali food.

The next day I went to the library for the official opening of the new café there, I had some delicious cakes! The next day saw me opening the Christmas Fayre at the Clinton Centre, followed by Lantern making for the Children's Parade which was led by Santa. Sunday saw the Christmas Concert at St Thomas More church, in aid of Homelink, excellent music and festive mince pies afterwards.

St Peter's Church Hall was the venue for an intriguing Winter wonderland, very interesting looking at different ways snow has been used by artists in their paintings.

St Peter's Parish church was the venue for my Carol Service. Father Andrew and myself had quite meticulously planned it, but two readers had to unfortunately drop out, but were replaced by Cllr Mark Brown and Kelly Marie Blundell. Seaford Primary School's Chamber choir were excellent and impressed everyone. I read from the Qur'an and gave an address to the congregation. My thanks to Peter White and Young Mayor Jessica Batchelor for reading. We adjourned to the church hall for Christmas Cake and wine or fruit juice, I had made another cake for the raffle and donated a bottle of Cava and a chocolate father Christmas. We raised £233 for my charities.

20<sup>th</sup> December was the time when we thanked the office staff for all their hard work with a small snacks, drinks and cake event. We are indeed grateful to have such a supportive team for us Councillors. Thank you. I also took part in two TV interviews, one about the golf course and one about the trains. I was also invited to take part in a TV recording about the problems with our railways.

Christmas Day I visited St James where Louise and Steve Silver had organised Christmas lunch for anyone who would otherwise be alone. I donated a small cake for the raffle and enjoyed speaking to the attendees. On to Seaford house for another visit, again a lunch prepared by volunteers for those who would otherwise be alone. Seaford is amazing when it comes to the willingness to help those in need. Then, onto some friends for a Christmas drink and back home to the turkey!

8th January saw us heading to East Grinstead for the BBC TV debate on the trains. All very exciting, and I was one of those chosen to ask a question, which was "When will Seaford get Trains?" It was in the televised debate but I was so infuriated by Charles Horton and Mick Lynch of the RMT, they were not listening to what the other said. I was on Radio Sussex the following morning and I was not alone in feeling frustrated by the debate. The following Wednesday I spent most of the day with a BBC journalist and camera man going round Seaford to record about the effects the train problem has had on Seaford. Then I was interviewed by a student in his final year of a Journalism degree.

Last Friday I attended Seaford Primary School's Assembly where I gave out certificates to those who had taken part in my Carol Service.

That brings you up to date however we have the joys of the Martello toilets to come.

Organisation	Event	Day	Date	Time	Venue
Seaford Martello Rotary Club	Proms Concert	Saturday	08-Oct-16	7.30pm	Seaford Academy, Arundel Road
KSD	Opening Former Old Port Authority Building	Thursday	13-Oct-16	12noon	Old Port Building Newhaven
Patrick Goff	Private Exhibition 'A Seaford Garden'	Saturday	15-Oct-16	6pm	Crypt Gallery
Seaford Twinning Association	Seaford Town Crying Contest	Sunday	16-Oct-16	10.45am	Martello Tower 74
Seaford Head School	Annual Celebration of Achievement Evening	Wednesday	19-Oct-16	6.30pm	Seaford Head School, Arundel Road
Seaford Bonfire Society	Guy Competition	Friday	21-Oct-16	2pm	White Lion Hotel
Royal Society of St.George	Trafalgar Day	Friday	21-Oct-16	7pm	Deans Place Hotel
Seaford Bonfire Society	Bonfire Celebration	Saturday	22-Oct-16	5.30pm	The White Lion
Cuckmere Buses	40th Anniversary Celebrations	Sunday	23-Oct-16	3.30pm	Cavendish Hotel, Eastbourne
University of Brighton	Student Cadets Annual Leadership Awards	Thursday	10-Nov-16	6pm	Huxley Lecture Theatre, Brighton Uni
The Royal British Legion	Act of Remembrance	Sunday	13-Nov-16		
The Royal British Legion	Commonwealth War Graves Service	Tuesday	15-Nov-16	10.45am	Seaford Cemetary
Seaford Community Hub	Health, Wealth & Wellbeing Open Day	Thursday	17-Nov-16	TBC	Clinton Centre, Seaford
The Rotary Club of Seaford	Rotary Christmas Party	Friday	25-Nov-16	2.15pm	St. James Trust, Blatchington Hill
Homelink	Christmas Concert	Sunday	04-Dec-16	3pm	Church Of St. Thomas More, Sutton Road
Newhaven Town Council	Community Christmas Concert	Wednesday	07-Dec-16	6pm	St.Michael's Church, Church Hill Newhaven
Concentus	Christmas Carole Concert	Saturday	10-Dec-16	4pm	St.Leonards Church, Seaford
Mayor's Carol Service	Mayor's Carol Service	Wednesday	14-Dec-16	TBC	St Peter's Church, Belgrave Road
Seaford Primary	Celebratory Assembly	Friday	13-Jan-17	8.50am	Seaford Primary School
Women's World Day of Prayer	Annual Service	Friday	03-Mar-17	3pm	St.Leonards Church, Seaford



## Seaford Town Council

## Report 114/16

<b>Agenda Item No:</b>	<b>8</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>26<sup>th</sup> January 2017</b>
<b>Title:</b>	<b>Clerk's Update Report</b>
<b>By:</b>	<b>James Corrigan, Town Clerk</b>
<b>Purpose of Report:</b>	<b>To inform Councillors of key developments and priorities going forward.</b>

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### Recommendations

#### You are recommended:

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

### 1. Information

- 1.1 Outstanding Freedom of Information Act requests, complaints and compliments,** since the last Council on the 20<sup>th</sup> October 2016 there have been no valid Freedom of Information Act requests. There have also been no recorded complaints.
- 1.2 Staffing update,** the new team in the Council office is gelling very well and is increasing productivity on a daily basis. The team had an away day at The View on the 16<sup>th</sup> January which will be reported on separately to Councillors but was extremely productive. A number of systems were streamlined as a result of the event which will increase productivity. The team has a much better understanding of one another's roles and will therefore be better able to deliver on objectives. All officers came away with a number of clear targets to deliver and are working on them now. The team morale was exceptional and was commented on by our guest speaker Rob Cotterill the CEO at Lewes District Council and Eastbourne Borough Council. He made specific mention of what a positive atmosphere there always is when he visits the offices. He also commented on what a forward thinking and positive organisation Seaford Town Council is and looks forward to working further in partnership with the Town Council over the coming years.
- 1.3** Councillors will also be aware that the office has reconfigured to achieve better working conditions for all staff members. The projects and events team swapping locations with the finance team. With Sharan joining in the projects and events team. The phone system has been updated also so that all officers can receive direct calls rather than disturbing one member of staff to field all calls. These changes have also freed up officer time to progress on the Council's strategy and service delivery.
- 1.4 Officer and Councillor development,** the staff appraisal process was completed recently as a result of which staff are securing appropriate training and are working on delivering their targets set.
- 1.5** It is planned to put together a programme of training for Councillors in the next few weeks to cover areas such as Code of Conduct, the Local Development Framework,

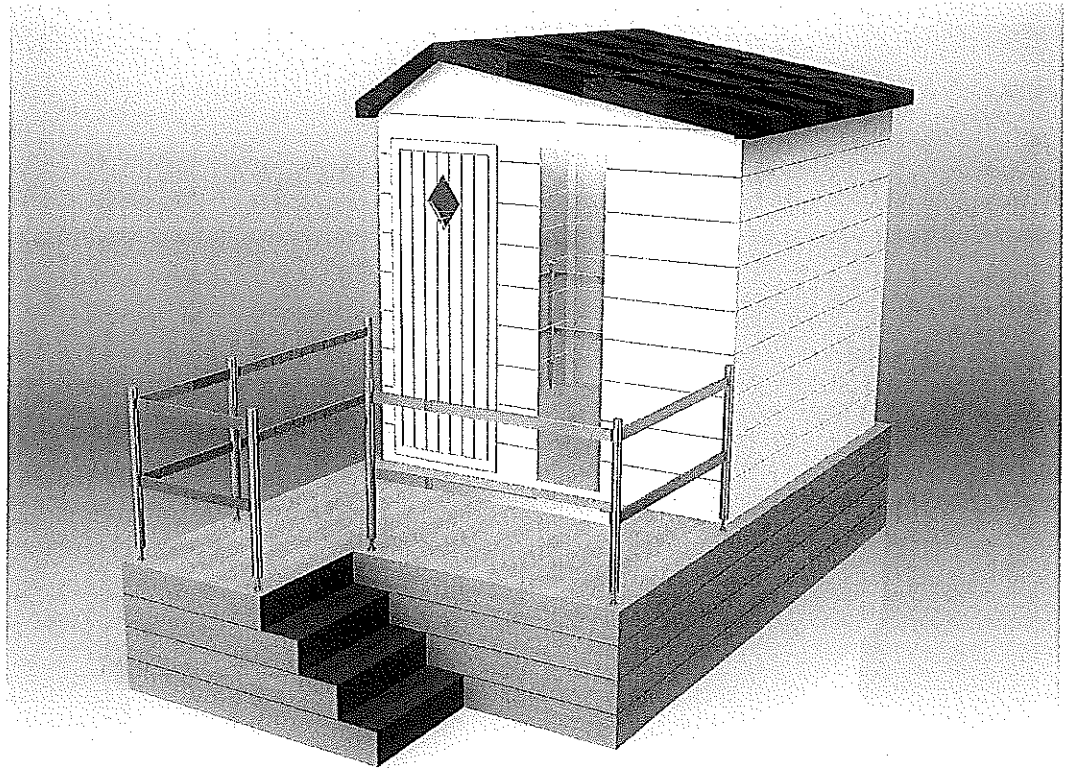


Council services, review performance of the Council's strategic plan and a site visit to all Town Council assets.

- 1.6 A new initiative by the Planning Officer Geoff Johnson will involve providing members of the Planning Committee with bitesize training sessions after some meetings to keep everyone up to speed with relevant planning law and plans.
- 1.7 **Press releases, social media, website and Council Tax leaflet**, since the October Council meeting 15 press releases have been issued. These have covered a number of topics from promoting participation in the Christmas Lantern Parade to the New Pier Project both of which are proving to be very successful.
- 1.8 Permission has been secured to include a Seaford Town Council Council Tax leaflet within the bills for Council Tax that are sent to every household in the Town. Georgia is doing a great job of pulling this together at present. This represents a great opportunity to get the Council's message out to the public about what Seaford Town Council is doing for Seaford. Also a newsletter is currently in production ready for distribution soon.
- 1.9 **Outstanding litigation**, the pending arbitration with a former tenant relating to Hurdis House still continues to progress slowly. The claimant's Solicitors have been in touch recently to indicate that despite the findings of the forensic accountant the claimant still wishes to pursue the claim via arbitration. This will have an additional cost to local taxpayers of approximately £10,000 but will be cheaper than the matter going to court. The Council's lawyers do not see any prospect of there being a successful claim against the Council but if there was one this could result in additional costs and liabilities.
- 1.10 The Council is also in the process of commencing legal proceedings for the recovery of a debt of approximately £800 in accordance with a Council resolution.
- 1.11 **Corporate Governance and Policy review**, as planned within the policy schedule there has been a significant amount of work done in this area. In particular a new Staff Handbook has been developed. Work is now ongoing with the Personnel Policies as well as some key policies including the Health and Safety Policy, Financial Regulations, and the Council Communications Strategy.
- 1.12 **Development of Seaford Development Plan and The Salts Development Plan**. Significant work will be undertaken to complete the design and implementation of both of these plans. A consultation day will take place on the seafront early in 2017 to gauge public opinion on the draft plans for the seafront before a final plan is drafted for adoption by the Council. Much of this draft reflects aspirations from the Community Partnership consultation of 2014 and public feedback since this date. This is part of what will be a very exciting year for the Council.
- 1.13 Work on certain aspects of the Seafront are already in progress including the replacement of the public toilets, the Martello Entertainments area, designing the new beach huts and purchasing the Shoal Bench on the pier. All are progressing really well with interest in buying sections of the shoal bench outstripping expectations. An exciting design for the Bönningstedt beach huts has also been secured. Tenders will be invited in due course. Also a business plan for the whole new sections of facilities at Bönningstedt will also be developed prior to finalising any plans though it will be a capital and revenue generator. It is planned to have these developed for the April Town Council meeting.
- 1.14 As developments progress at The Salts and the seafront it has become apparent that the Salts Development Plan requires some tweaking. £160,000 Section 106 funding has been secured from the new housing development opposite the train station. This should be released by the summer and is specifically for a skate park. The Projects

team are currently securing designs for this and are working with a group of young people and a local former professional skateboarder to agree the design.

- 1.15 The Projects team are doing a fantastic job in making such rapid progress on all of these projects.



- 1.16 **Neighbourhood Plan**, this project continues to progress well and discussions will be taking place imminently to secure a monthly update on progress to be placed on the Planning Committee agenda as a regular monthly update.
- 1.17 **Hurdis House improvements**, the external works are long since complete and the internal works have commenced by the tenant. The lease has been signed with the tenant taking over on the 1<sup>st</sup> January 2017.
- 1.18 **Other leases and agreements**, a number of leases are with the Council's solicitor and are all almost complete. These include The Crypt, The Old Town Hall, the Community Garden in The Crouch, and Seaford Head Nature Reserve. In addition the land transfer for part of the promenade from Newhaven Port Authority is also complete.
- 1.19 **The View developments**, the venue is performing better than last financial year and is currently projected to be £45,000 better off at the end of the financial year than last year. However significant work is planned from a marketing perspective to target the many differing groups of users at the venue. The results of this vigorous marketing need to be seen over the next three months with a view to the January to March period being a significant improvement on last financial year.
- 1.20 A clear set of targets and objectives is currently being worked on by the Town Clerk to ensure the venue performs better than budget.
- 1.21 A new targeted strategy on marketing is also being developed. The new website is now fully operational and can be found at <http://www.the-view.co.uk/>
- 1.22 It is clear that there are a number of structural improvements and equipment improvements that could make the venue more profitable. Investments cannot be justified unless they generate a direct and immediate payback. However for now the two main activities will be to generate wedding and event booking activities as

well as pursuing the development of log cabins at the site. An outline planning application will be submitted imminently to enable the Council to enter into discussions on this scheme with the South Downs National Park. Without an application no real discussions can take place. A similar approach is being taken with regard to proposals at South Hill Barn.

- 1.23** I am pleased to say that the sub-contractors who did the grounds maintenance at The View have been back to site and appear to have rectified the issues with the roof planting and some of the exterior planting. The Greenkeeping team do have their own plans to improve the exterior area and will implement this over the winter period.
- 1.24** **Golf course developments**, the course has had an excellent season in terms of the quality and is praised by members and visitors alike. The greenkeeping team have done a fantastic job there. Work is currently ongoing to look at installing a ground supply of water from a borehole. This will cost in the region of £13,000 but will save approximately £4,000 per annum. Once the business case is complete a bid will be made to use some of the capital funds secured from land sales to Full Council.
- 1.25** A full evaluation of all machinery costs and options is being developed to enable a planned programme of replacement to be introduced. Following a review of Health and Safety, an external compound is to be constructed in an appropriate place to store the golf buggies.
- 1.26** The new barn / workshop is almost complete and will a big improvement on the leaky facility there previously.
- 1.27** **Liaison with Lewes District Council** continues to grow, with many examples of seamless cooperation. The recent visit of the CEO to the staff away day being a great example of this. Many projects in the future will involve LDC I am sure.
- 1.28** **37 Church Street**, investigations are ongoing to look at alternative venues for the Town Council if a satisfactory plan for the future of 37 Church Street cannot be agreed. In addition discussions are ongoing with the PCC to explore the potential changes to 37 Church Street. This is running alongside the ongoing negotiations in relation to the service charge for the building since first occupation.

## **2. Financial Appraisal**

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

## **3. Contact Officer**

The Contact Officer for this report is James Corrigan, Town Clerk.

Town Clerk

A handwritten signature in black ink, appearing to be 'James Corrigan', written over a horizontal line. The signature is stylized and cursive.



## Seaford Town Council

Report 109/16

**Agenda Item No:** 9  
**Committee:** Council  
**Date:** 26<sup>th</sup> January 2017  
**Title:** Final Budget Report 2017/18 and Setting of Precept  
**By:** James Corrigan, Town Clerk  
**Purpose of Report:** To present the draft Budget for the 2017/18 Financial Year for adoption and seek agreement on the Precept and Council Tax rate.

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### Recommendations

#### You are recommended:

1. To adopt the budget as presented; allowing the Town Clerk to make any minor amendments which do not affect the overall budget to improve accuracy when producing the budget book for all Councillors;
  2. To set a precept of £654,466 which equates to a Council tax increase of 5.5%.
- 

### 1. Information

- 1.1 The Golf & The View, Community Services, Personnel and Finance & General Purposes Committees have all considered draft budgets and have subsequently recommended their budgets to Full Council.
- 1.2 This budget has been presented to Full Council as was approved by the Committees with a few minor amendments to improve the accuracy of the figures.
- 1.3 The Council should note that there have been a number of exceptional items within the current financial year which have eroded the General Fund from £102,347 to £16,661. The recommended level of the General Fund is in excess of £250,000.
- 1.4 The main contributors to the reduction of the General Fund have been;

Elections	£24,000
Hurdis House	£31,783
Golf Course overall performance	£28,000
Road Construction at Southdown Road	£126,856
The View performance	£63,000
- 1.5 These expenses have been counterbalanced to some extent by savings made by officers in response to the target of making £25,000 of savings on the budget. This has been achieved comfortably. These have included;

Securing grant for The Base	£10,000
Insurance savings	£5,000

Grant for Neighbourhood Plan	£8,818
Back rent for substations	£1,995
Community Services additional income	£39,000
Utility savings	£3,000 +

**1.6** Additional actions will potentially result in revenue reductions in the 2017/18 financial year will result in recurring savings these include;

Self-managing The Crypt	£5,000
Solar Power at The View	£2,000
Photocopier lease	£800
Water borehole SHGC	£4,000

**1.7** Additional means of generating income and making savings are being developed presently. There are some significant revenue generation schemes currently being assessed which include;

New Martello toilets with 2 <sup>nd</sup> concession	£15,000 pa
Charging for toilets / showers	£5,000 pa
Additional beach hut rents	£20,000 pa
South Hill Barn rental	£40,000+ pa
Additional concession with new beach huts	£10,000 pa

**1.8** Capital sales to generate capital for the revenue generating projects include;

Sale of three parcels of land	£730,000
Profit from sale of 15 beach huts	£180,000

**1.9** It is planned to progress the income and capital receipt generating schemes as soon as is practical after presenting business plans for each scheme. The Council will need to be swift in making decisions to ensure revenue streams come on line as soon as possible to shore up the Councils finances.

**1.10** It should be noted the capital receipts from the land sales will be the catalyst for all revenue and additional capital generating schemes. It should also be noted that revenue generated from capital sales cannot not be directly used to shore up the revenue account.

**1.11** The Council does have a number of potential liabilities what are not certain at this moment in time.

**1.12** These include the outstanding litigation from a previous tenant at Hurdis House. It has emerged since the draft budget was prepared that despite a forensic accountant report demonstrating that the maximum potential claim is minimal, the claimant has indicated that she would wish to enter into arbitration. This still requires the preparation of a complete bundle and legal support. There will therefore be a cost to the local taxpayer in terms of the time for an officer to collate and agree the bundle, this can be significant. There will also be additional legal costs. No provision was made within the Hurdis House cost centre to cover this but £7,000 has now been placed there with a commensurate reduction in the Administration Professional fees budget from £10,000 to £3,000. The total damages demanded by the claimant are in excess of £50,000 for which there is no budget at all if the claim were to be successful.

- 1.13** The dispute with the Police and Crime Commissioner's Office regarding the service charge for 37 Church Street has not been resolved. The calculation method chosen by the PCC on the basis of Rateable Value does not represent actual usage. Further representation will be made to the PCC in due course. However the current demand is for £71,232. A total of £60,000 has been allowed within the existing financial year (£30,000) and next financial year (£30,000). Any shortfall on the final figure, which will be agreed by the Council is not covered.
- 1.14** The performance of the Golf and The View cost centres are crucial to the finances of the Council. For example The View has to make sales of £425 per day 364 days a year to just cover the charge for the loan on the new building.
- 1.15** The budget as presented relies on a £35,000 increase in profit from the golf course after in effect a standstill year this financial year. It also relies on a £75,000 improvement in the performance of The View following a projected £45,000 improvement this financial year. A standstill on these two budgets would equate to an underperformance against budget of £110,000. The total amount currently budgeted to pay into the General Fund within the 2017/18 budget is £120,000 in addition to the existing £16,661 balance.
- 1.16** The draft budget as presented is a 5.5% increase in Council Tax. This increase will provide an addition to the General Fund of £120,000 and increases the average Band D payment to £69.01.
- 1.17** To give some comparators the average Band D charge in England for a Council with a budget over £1,000,000 is over £100. The Band D equivalents for neighbouring towns (prior to any increases in 2017/18) are;
- |            |         |
|------------|---------|
| Lewes      | £141.73 |
| Newhaven   | £122.55 |
| Telscombe  | £89.75  |
| Peacehaven | £86.64  |
| Seaford    | £65.41  |
- 1.18** Councillors are asked to utilise the draft version of the budget previously circulated in addition to the Appendix to this report, this will assist in reducing photocopying costs. The attached Appendix A is the summary sheets for the budget showing an increase of 5.5%. For the purposes of the electronic version of the agenda however, a complete budget has been included in the coming pages.

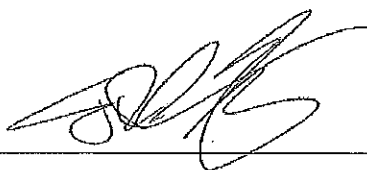
## **2. Financial Appraisal**

The financial implications of this report are detailed in Section 1 of the report.

## **3. Contact Officer**

The Contact Officer for this report is James Corrigan, Town Clerk.

Town Clerk



Seaford Town Council

Budget 2017/18

Summary Budget 2017/18		2015-16 Actual	2016-17 Final Budget	2016-17 Actual to 30/09/2016	2016-17 Projected Outturn	2017-18 Budget
Finance & General Purposes Committee	Expenditure	516,311	443,242	217,305	463,851	443,867
	Income	28,884	32,474	38,176	18,667	27,447
	Net	487,427	410,768	179,128	445,184	416,420
Community Services Committee	Expenditure	500,693	317,278	143,876	321,260	326,136
	Income	387,418	167,276	167,190	206,441	174,784
	Net	113,275	150,002	-23,314	114,819	151,352
Golf and The View Committee	Expenditure	856,926	841,986	581,448	1,030,407	898,922
	Income	886,420	844,299	527,600	768,870	906,860
	Net	-29,494	-2,313	53,848	261,537	-7,938
Total Committees	Expenditure	1,873,930	1,602,506	942,629	1,815,518	1,668,925
	Income	1,302,722	1,044,049	732,966	993,978	1,109,091
	Net	571,199	558,457	209,662	821,540	559,834

Expenditure of Ear Marked Reserves Summary

EMR 320 Council Elections	Council elections 2015	6,722				
EMR 321 Building Improvements	Hurdis House repairs (part)	10,757				
EMR 322 Crypt Ancient Monument	Building works etc				8,030	
EMR 334 Seaford Head Nature Reserve	Chemical Treatment	1,603			390	
EMR 337 Church Street Utilities	Part fund service charge	13,681			3,821	
EMR 342 Tree Planting	Tree planting	1,146				
EMR 346 Xmas Lights	Part fund lighting costs for 2016	1,625			1,233	
EMR 347 Vision Plan / Regeneration	Neighbourhood Plan (part)	16,059	16,059			
EMR 348 Seaford in Bloom	Containers (part)	5,017				
EMR 350 Golf Course Machinery	New Greenkeepers Shed				35,000	
EMR 352 Martello toilets	New Toilet block				23,000	
EMR 353 External Officer Support	Project Officer Role				14,861	
EMR 354 The Base	Transfer to General Reserves				10,000	
EMR 357 Seaford Bins	Seaford bins	1,064				
EMR 359 Coastal Community Bid	Coastal Community Bid Costs				7,106	
	Total transfers	-57,674	-16,059	0	-103,441	0
	Transfer into Ear Marked Reserves	4,845				
	Transfer into General Reserves	38,055	100,000			120,000
	Amount required to balance from General Reserves				-75,701	
	Contingencies Fund					0
	Total additional transfers	42,900	100,000	0	-75,701	120,000
	Net post Reserve transfers	556,425	642,398	209,662	642,398	679,833.79
Revenue Support Grant		35,112	29,845	29,845	29,845	25,368
Precept demand		521,313	612,553	179,817	612,553	654,466
Tax Base			9,365			9,484
Band D Council Tax			65.41			69.01
Council Tax Percentage increase						5.50%



Seaford Town Council

Report 108/16

**Agenda Item No:** 10  
**Committee:** Council  
**Date:** 26<sup>th</sup> January 2017  
**Title:** Amendment to Meeting Dates  
**By:** James Corrigan, Town Clerk  
**Purpose of Report:** To look at rearranging two Committee meetings.

---

**Recommendations**

**You are recommended:**

1. To reschedule the Community Services Committee meeting from Thursday 4<sup>th</sup> May 2017 to Tuesday 2<sup>nd</sup> May 2017;
  2. To reschedule the Golf & The View Committee meeting from Tuesday 5<sup>th</sup> December 2017 to Tuesday 21<sup>st</sup> November 2017.
- 

**1. Information**

- 1.1 It has been noticed that there is a problem with the date of two Committee meetings scheduled over the coming year.
- 1.2 East Sussex County Council has released the date for the County Council elections, which are due to take place on 4<sup>th</sup> May 2017. This clashes with a Town Council Community Services Committee meeting due to take place that evening.
- 1.3 It is therefore recommended to reschedule this meeting to Tuesday 2<sup>nd</sup> May 2017 at 7pm so as not to clash with the elections.
- 1.4 The Golf & The View Committee meeting scheduled for Thursday 5<sup>th</sup> December 2017 unfortunately falls at a time when the Town Clerk is unable to attend the meeting. In light of this being the meeting at which the Committee will be considering its draft budget for the 2018/19 Financial Year, it is important that the Clerk be in attendance.
- 1.5 It is therefore recommended to reschedule this meeting to Tuesday 21<sup>st</sup> November 2017 at 7pm.

**2. Financial Appraisal**

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

**3. Contact Officer**

The Contact Officer for this report is James Corrigan, Town Clerk.

Town Clerk





## Seaford Town Council

Report 85/16

<b>Agenda Item No:</b>	<b>11</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>26<sup>th</sup> January 2017</b>
<b>Title:</b>	<b>Update Report; Local Government Boundary Commission for England – New Electoral Arrangements for East Sussex County Council and Lewes District Council</b>
<b>By:</b>	<b>James Corrigan, Town Clerk</b>
<b>Purpose of Report:</b>	<b>To update the Council on the final recommendations of electoral arrangements for East Sussex County Council and Lewes District Council, including the parish wards for Seaford Town Council.</b>

---

### Recommendations

#### You are recommended:

- 1. To note the information in the update report.**
- 

### 1. Information

#### East Sussex County Council

- 1.1** In April 2016 the Town Council ('the Council') received information from the Local Government Boundary Commission for England (LGBC) on the proposed changes to the electoral arrangements for East Sussex County Council (ESCC).
- 1.2** A report was presented to the Council at its meeting on 12<sup>th</sup> May 2016 (report 13/16). The Council considered the report and proposals and submitted the following comment to the LGBC in response to the consultation:
- 1.3** '...the Town Council objects to the proposed amendments regarding the newly created Newhaven & Bishopstone Ward, Seaford North Ward and Seaford South Ward. In particular with part of Bishopstone being isolated in the Newhaven & Bishopstone Ward and unlikely to receive the representation it should. Bishopstone is a part of Seaford town and should be represented as so. A recommendation will be made for Seaford to be identified instead as three County wards; Seaford Downs, Seaford Seaside and Seaford Bishopstone. The Town Council has concerns that labelling County wards North and South, as proposed in the consultation, will cause confusion given that these do not reflect the North and South ward boundaries the Town Council operates.'
- 1.4** On 27<sup>th</sup> September, the LGBC published its final recommendations for future electoral arrangements for ESCC. It considered the comments by consultees but agreed that the recommendations would remain as proposed during the initial consultation, as they were found to adhere well to all three statutory criteria.

- 1.5 Attached at Appendix A is a map identifying the new electoral wards for East Sussex County Council.
- 1.6 The LGBC has completed its review and the recommendations taken to Parliament on 13<sup>th</sup> December 2016 for approval. The East Sussex (Electoral Changes) Order 2016 was made by Parliament on this date. The new electoral arrangements will therefore come into force for the County Council elections being held on 4<sup>th</sup> May 2017.
- 1.7 The impact is that part of Bishopstone and parts of the Princess Drive / Clementine Avenue / Crown Hill / Hill Rise area of Seaford will be included in the Newhaven & Bishopstone County Council ward.
- 1.8 Full details can be found on the LGBC's website at <https://www.lgbce.org.uk/current-reviews/south-east/east-sussex/east-sussex-county-council>

#### **Lewes District Council**

- 1.9 In April 2016, the Council also received information from the LGBC on the proposed changes to the electoral arrangements for Lewes District Council (LDC).
- 1.10 As there were no changes in the town of Seaford, there was no requirement for the Council to comment on this consultation.
- 1.11 LDC is recommended to maintain its five wards within Seaford, namely Central, East, North, South and West, with the same boundaries.

#### **Seaford Town Council**

- 1.12 Upon reviewing the above consultations packs, Officers had not realised that as part of the electoral review, the LGBC is required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009.
- 1.13 The Schedule provides that if a parish is to be divided between different divisions (a division being a County Council electoral area) it must also be divided in to parish wards, so that each parish ward lies wholly within a single division.
- 1.14 The LBGBC cannot however recommend changes to the external boundaries of parishes as part of an electoral review. Under the 2009 Act the LGBC only has power to make changes to parish electoral arrangements where these are as a direct consequence of its recommendations for principal authority warding arrangements i.e. those recommended for ESCC.
- 1.15 Similarly, ESCC does not have the power to make changes to parish electoral arrangements. However, under the Local Government and Public Involvement in Health Act 2007, constituent district councils do have the power to conduct community governance reviews to effect changes to parish electoral arrangements.
- 1.16 When LDC elect upon its new electoral arrangements in 2019, the revised parish arrangements will therefore come in to effect.
- 1.17 As a result of the proposed division boundaries for ESCC and having regard to the 2009 Act referred to above, the LGBC had to recommend changes to the parish electoral arrangements for Seaford.

- 1.18 The recommendation is that Seaford comprises of 20 councillors across nine wards, rather than the current five.
- 1.19 The map at Appendix B shows the revised electoral arrangements for the parish of Seaford, including a breakdown of the new wards, the number of Councillors per ward and the electorate per ward.
- 1.20 The recommendations were taken to Parliament on 15<sup>th</sup> December 2016 and subsequently the Lewes (Electoral Changes) Order 2016 was made on this date.
- 1.21 The new electoral arrangements will take effect for the District Council and Town Council elections in 2019.
- 1.22 Officers will look at the implications for the Town Council and the administrative changes nearer the time.

### **Parliamentary Boundaries**

- 1.23 As part of the review labelled the ‘2018 Review’, the Boundary Commission for England was instructed to reduce its constituencies from 533 to 501. This is part of reforms which will see the House of Commons reduce from 650 MPs to 600. Wales, Scotland and Northern Ireland’s Boundary Commissions are also undertaking similar reviews and reductions.
- 1.24 The proposals now put forth include a revision of the South East constituencies. Where Seaford is concerned this is a revised constituency area that covers along the coast from East Brighton to Seaford. Attached at Appendix C is a map showing the proposals for Seaford.
- 1.25 Upon reviewing this, the Council noticed that the proposed name for the new constituency is ‘Brighton East and Newhaven’, which raised a few concerns with Councillors and members of the public also.
- 1.26 It is the Parliamentary Voting Systems and Constituencies Act 2011 that gives the Boundary Commissions the power to create names for constituencies. The Act doesn’t provide a set of statutory guidelines for the naming of constituencies. It does however say that names should be geographic and “should normally reflect the main population centre (s) contained in the constituency” so there is allowance for not naming it after the biggest town in the area.
- 1.27 The Council therefore responded to the consultation with the following comment:

‘Seaford Town Council has reviewed the Initial Proposals from the Parliamentary Constituency Review for the South East region and wishes to comment as follows:

1. The change to the boundaries is very significant for the local area and whilst the Council acknowledges there are differing implications of this, it realises that with the South East region having to reduce its mainland constituencies by two, this is a necessary step towards achieving this reduction;
2. The Boundary Commission for England is however failing to adhere to its own Policy with regards to the naming of the proposed constituency. The guidelines for the 2018 Review quite clearly state ‘...43 Generally, the BCE considers that the name should normally reflect the main population centre(s) contained in the constituency, though if a suitable alternative name is proposed which generally commands greater support locally than that proposed by the

*BCE, it will usually be prepared to recommend that alternative.* The proposal to name the constituency 'Brighton East and Newhaven' therefore goes against this policy. According to the Initial Proposal report, Newhaven consists of an electorate of 8,086 and Seaford, 18,428. Seaford is therefore a substantially larger population centre being more than twice the size of Newhaven. It is also worth noting that Peacehaven also has an electorate size bigger than Newhaven, at 10,137. It is therefore recommended that the proposed name for the constituency ought to be 'Brighton East and Seaford' as the justification for titling the constituency after a smaller town within the area just cannot be understood.'

**1.28** Further details on the Review and the proposal reports can be found online at <http://boundarycommissionforengland.independent.gov.uk/2018-review/>

**1.29** The consultation closed on 5<sup>th</sup> December 2016 and the summary of findings is expect to be released in Spring 2017. There will then be a four week consultation period on the findings before work continues to publish the final consultation in late 2017/early 2018. The final recommendations will be submitted to Parliament in September 2018.

## **2. Financial Appraisal**

There is no financial implication as a result of this report.

## **3. Contact Officer**

The Contact Officer for this report is James Corrigan, Town Clerk.

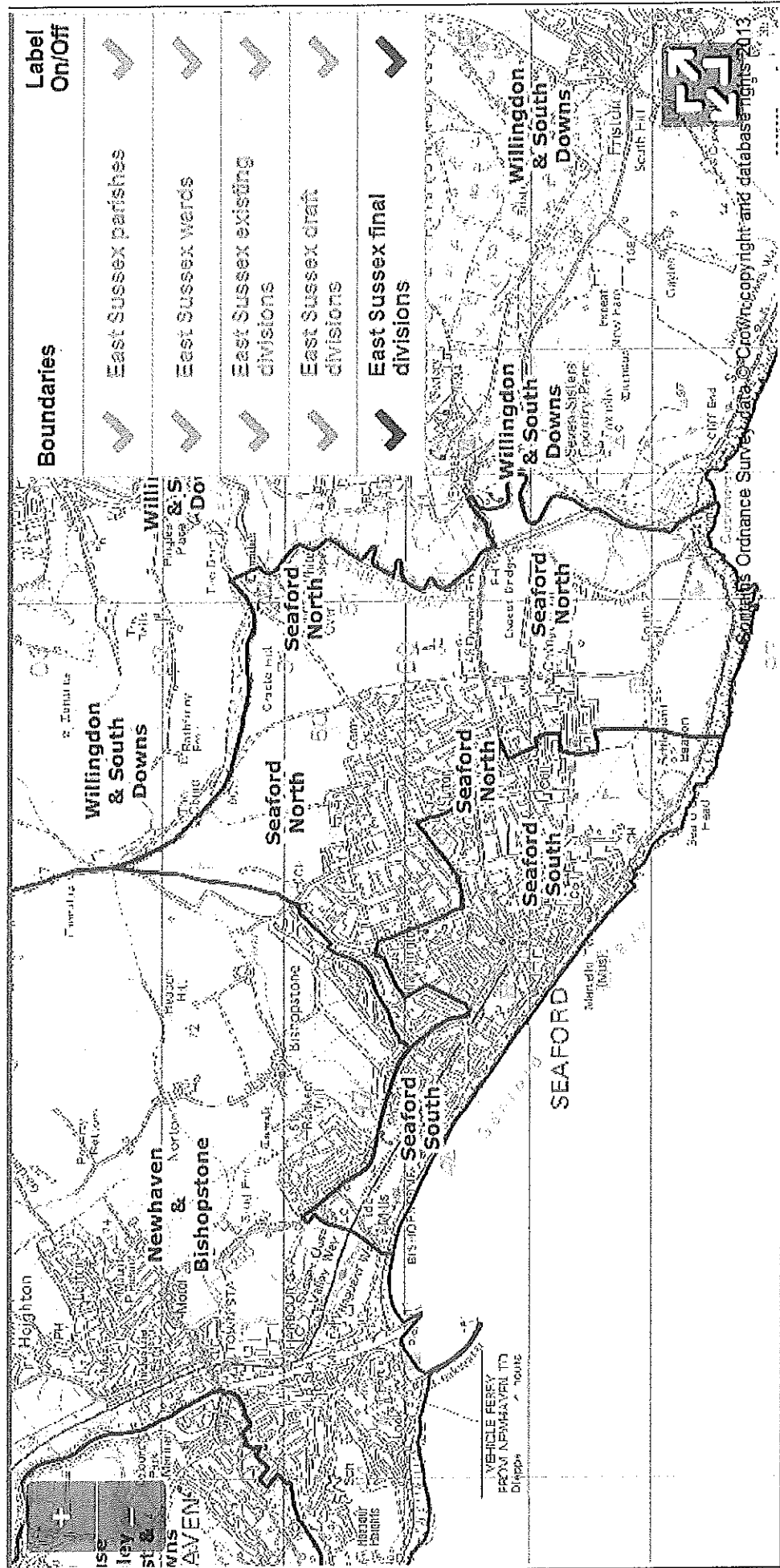
Town Clerk



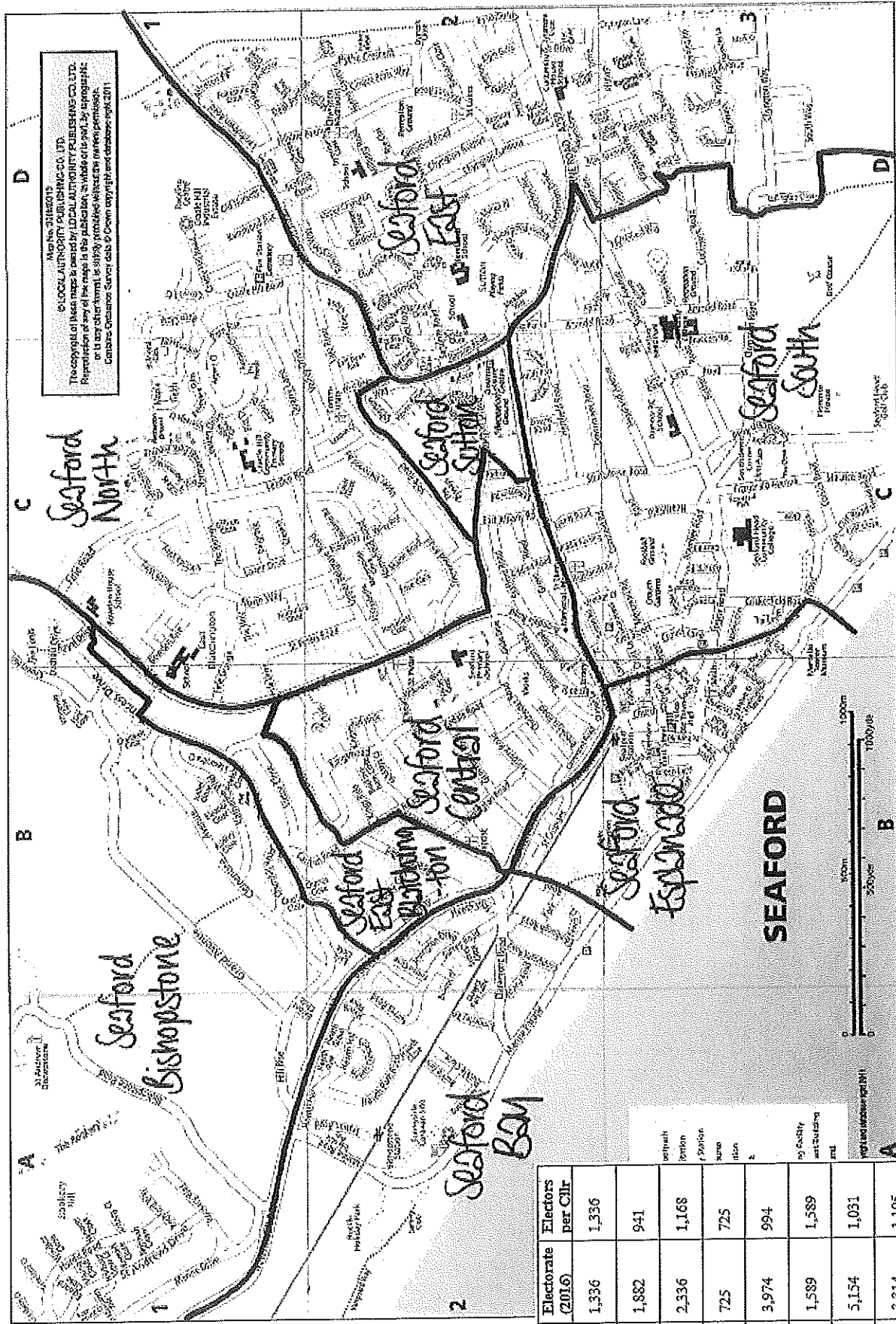
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Local Government Boundary Commission for England – New Electoral Arrangements for East Sussex County Council

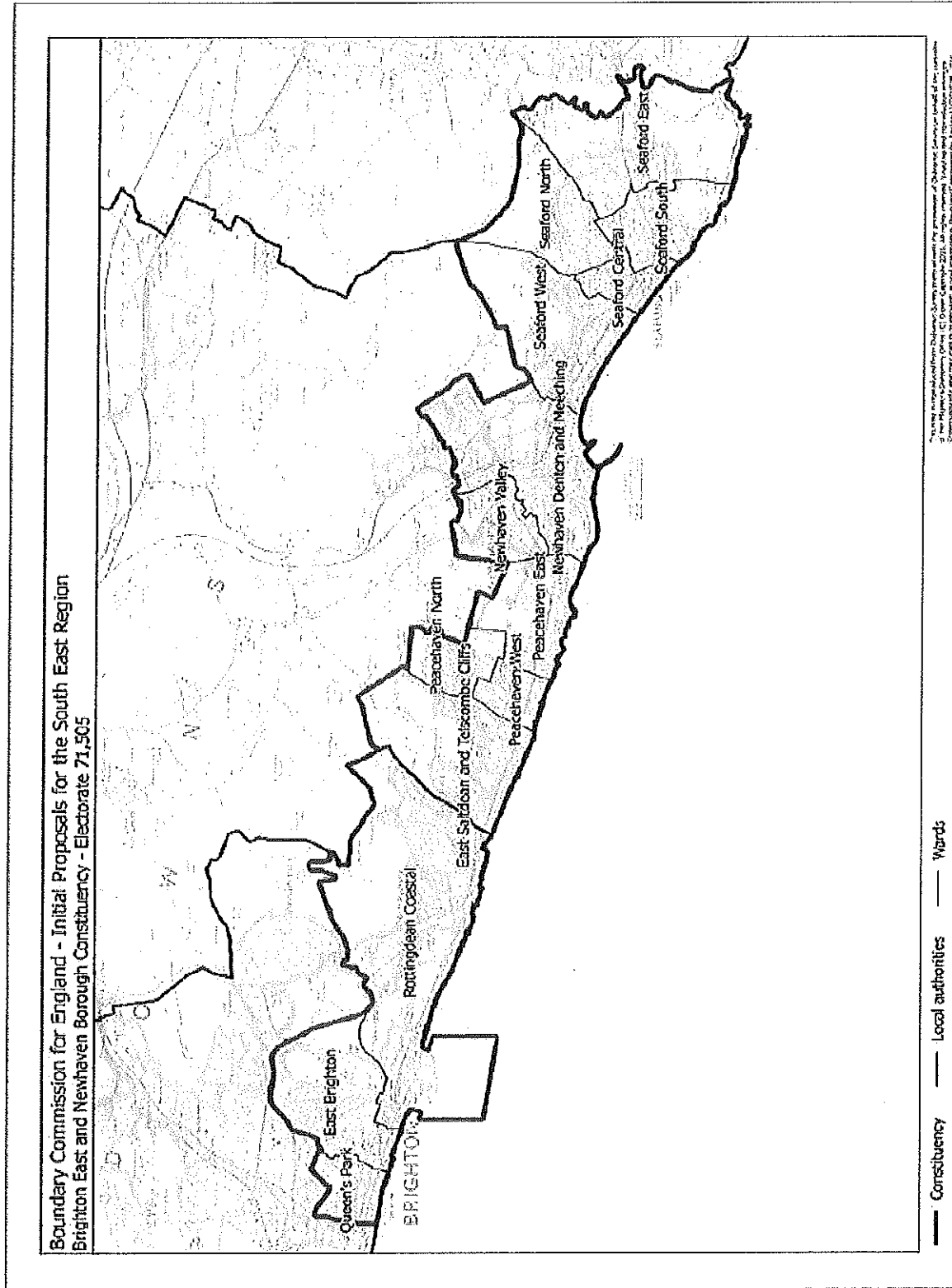
Division Name	No. of Cllrs	Electorate (2015)	Electors per Cllr	Variance from Avg.	Electorate (2021)	Electors per Cllr	Variance from Avg.
Seaford North	1	8,750	8,750	10%	8,894	8,894	3%
Seaford South	1	8,766	8,766	10%	9,176	9,176	6%
Newhaven & Bishopstone	1	8,467	8,467	7%	9,768	9,768	13%
							(Average = 8,638)



Local Government Boundary Commission for England - New Electoral Arrangements for Seaford Town Council



Ward Name	No. of Cllrs	Electorate (2016)	Electors per Cllr
Seaford Bay	1	1,336	1,336
Seaford Bishopstone	2	1,882	941
Seaford Central	2	2,336	1,168
Seaford East Blatchington	1	725	725
Seaford East Esplanade	4	3,974	994
Seaford North	1	1,589	1,589
Seaford South	3	3,314	1,105
Seaford East	1	427	427
<b>Total</b>	<b>20</b>	<b>20,757</b>	<b>1,037</b> (elector avg.)





## Seaford Town Council

### Report 112/16

<b>Agenda Item No:</b>	<b>12</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>27<sup>th</sup> January 2017</b>
<b>Title:</b>	<b>Sale of Land at The Covers</b>
<b>By:</b>	<b>Craig Williams, Projects &amp; Facilities Manager</b>
<b>Purpose of Report:</b>	<b>To seek approval for the sale of a small parcel of land at The Covers, Seaford.</b>

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#### Recommendations

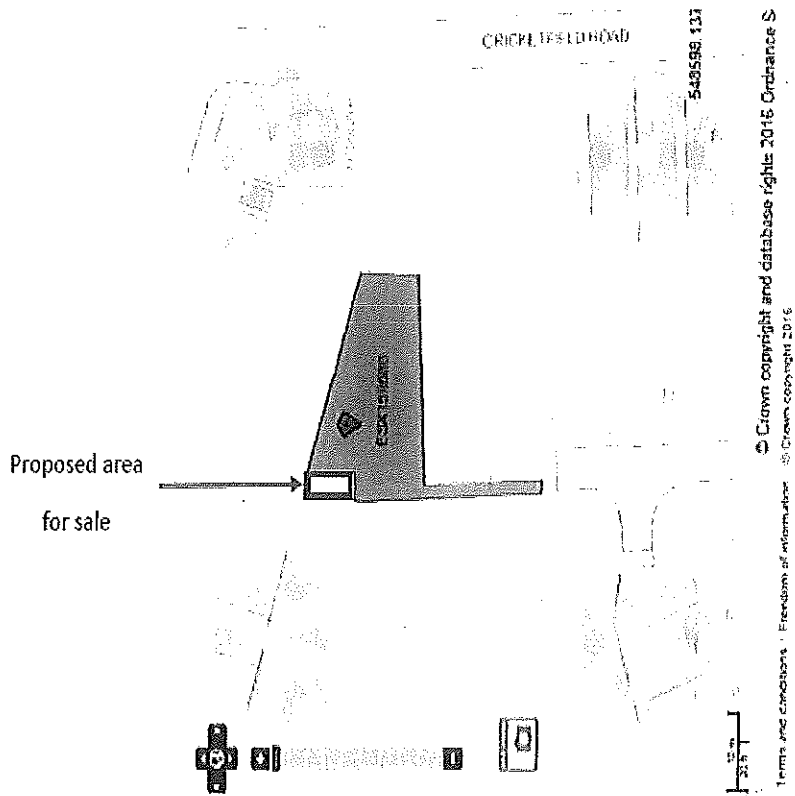
##### You are recommended:

- 1. To approve the sale of a small parcel of land adjacent to 22 The Covers, Seaford.**
- 

#### 1. Information

- 1.1** Seaford Town Council own a well-proportioned area of open space adjacent to housing to the Covers, and next to College Road. The land is surrounded by low level wooden rail where it is adjacent to The Covers, and meets the footpath directly. The large majority of the land is used as public amenity.
- 1.2** The land overall is maintained by contract arranged and managed by Seaford Town Council.
- 1.3** A small parcel of this land sits directly adjacent to 22 The Covers, and outside of the area surrounded by wooden rail. The land measures 6m by 2.5m and covers approximately 15 square meters. The land abuts the driveway of the detached house at number 22 The Covers.
- 1.4** The small parcel of land adjacent to 22 The Covers is not maintained by the contract managed by Seaford Town Council, and is looked after by the owner and occupier of 22 The Covers.
- 1.5** Following a valuation of the land by a District Valuer South East in 2004 for a sum of £600, Seaford Town Council propose to sell this small parcel of land to the owner of 22 The Covers, for a sum of £1,000. All solicitor's fees relating to the sale of the land will be paid for by the owner of 22 The Covers, and therefore pose no cost to Seaford Town Council.
- 1.6** If Seaford Town Council elects not to sell the land, the owner will discontinue maintenance of the area. Therefore Seaford Town Council will need to begin maintaining the area, at a cost to the Council of £361 per annum. This cost would increase in time in line with annual maintenance costs by external suppliers.

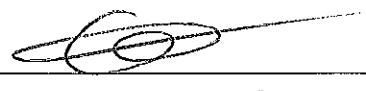




**2. Contact Officer**

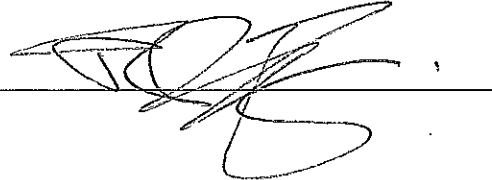
The Contact Officer for this report is Craig Williams, Projects & Facilities Manager.

Projects & Facilities Manager



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Town Clerk



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## Seaford Town Council

Report 115/16

**Agenda Item No:** 13  
**Committee:** Town Council  
**Date:** 26<sup>th</sup> January 2017  
**Title:** Martello Toilets design  
**By:** Craig Williams – Projects and Facilities Manager  
**Purpose of Report:** To seek approval on the Martello toilets design

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### Recommendations

1. To approve the style of design for the Martello toilets.
- 

#### 1. Information

- 1.1 Appendix A attached provides visuals of the design and style proposed.
- 1.2 The Martello toilets design is moving along and having received the first design back, the cost was estimated to be around £300,000 which is too expensive for this project. We have discussed options with the contractors and reducing the number of toilets and size of the structure will aid us in meeting our financial outlay of £140,000.
- 1.3 The toilets will be constructed off site in a modular design with onsite works taking around 3-4 weeks. It will be steel framed with a wooden cladded finish to the exterior.
- 1.4 Individual toilets will be either single sex, unisex or a mixture of both. There will also be incorporated disabled facilities/baby changing facilities as well as a shower room for beach goers or campervan users.
- 1.5 The opportunity to have two retail units in the front with two storage rooms is key to recouping the money from the investment. The plan proposed would be to move the existing café into one retail unit and the other to be a fish and chip vendor.
- 1.6 A detailed breakdown of the design, programme of works, associated costs and timeline of events will be available during February.
- 1.7 The approval of the design is paramount to the project being completed by the Summer.

#### 2. Financial Appraisal

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

#### 3. Contact Officer

The Contact Officer for this report is Craig Williams, Projects, and Facilities Manager.

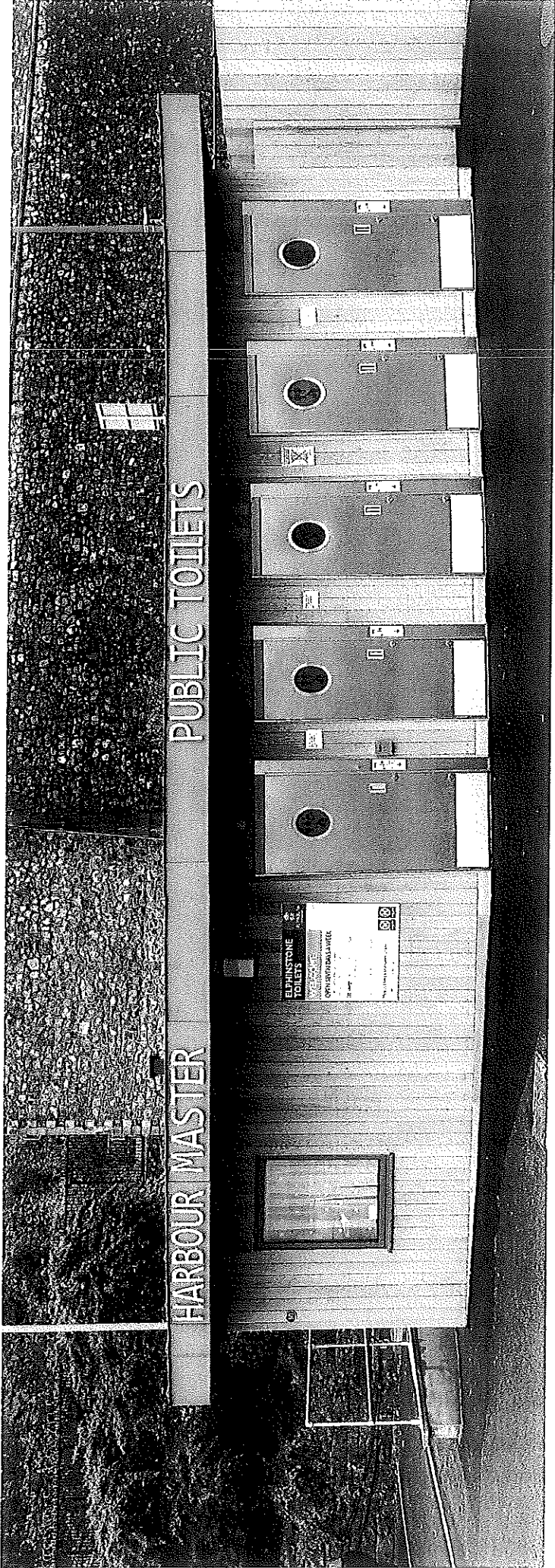
Projects and Facilities Manager

Town Clerk

<p>             A Disabled to ODA              B Linexx              C Service area              D Entry change              E Washbasin              F Handrail/dryer              G Extract system              H Non tm valves extract              I Comboy              J Service door              K Comboy and radiator              L Washdown              M Shower cubicle         </p>	<p>             Wider doors if              public access         </p>	<p>             Fire exit         </p> <p>STORAGE</p> <p>RETAIL</p> <p>RETAIL</p> <p>STORAGE</p>	<p>Below ground base frame</p> <p>DRAFT DESIGN ONLY</p>															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No.</th> <th style="width: 10%;">Rev.</th> <th style="width: 85%;">Description</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		No.	Rev.	Description													<p>             SEAFORD TOWN COUNCIL              PROPOSED MODULAR TOILET AND RETAIL BLOCK              MARTELLO SITE              @A3              healthmatic              HEALTH MATING              202 BURNHAY AVENUE              BRIGHTON BN1 6PS              TEL: 01273 509444              WWW.HEALTHMATIC.CO.UK              HM-STC-MARTELLO         </p>	
No.	Rev.	Description																

Plymouths new toilet design – although Seaford’s will be bigger

This is the same style as what is being proposed





## Seaford Town Council

Report 113/16

<b>Agenda Item No:</b>	<b>14</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>26 January 2017</b>
<b>Title:</b>	<b>Proposed lease of Seaford Head Nature Reserve to Sussex Wildlife Trust for 25 years - amend break clause</b>
<b>By:</b>	<b>James Corrigan, Town Clerk</b>
<b>Purpose of Report:</b>	<b>To extend the break clause in a lease previously agreed with Sussex Wildlife Trust to ten years from three years.</b>

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### Recommendations

**You are recommended:**

**To agree to increasing the break clause in the lease with Sussex Wildlife Trust to ten years from three years.**

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### 1. Background

- 1.1 Sussex Wildlife Trust (SxWT) was previously granted a 25 year lease to look after Seaford Head Nature Reserve. The resolution at the Council meeting on the 20<sup>th</sup> October 2016 was;
- 1.2 "It was RESOLVED to AUTHORISE the Town Clerk to enter into a 25 year lease with Sussex Wildlife Trust on the basis of the Terms of Reference contained in section 3 of the report."
- 1.3 As per section 3 of the report mentioned, the heads of terms are to include;
  - (a) 25 year lease between Seaford Town Council (STC) and the Sussex Wildlife Trust (SxWT) in respect of the SxWT management of STC's Seaford Head Nature Reserve
  - (b) 36 month break clause for either party upon written notice, reduced by mutual agreement
  - (c) STC will:
    - On receipt of SxWT's invoice, make an RPI index-linked payment of £12,500 per annum to SxWT any such increase being determined from ONS data in the contract anniversary month
    - On receipt of SxWT's invoice, pay an index-linked annual sum of £2,000 to SxWT towards SxWT's general maintenance costs such sum to include the required manpower, equipment and materials but excluding capital costs
    - Upon request from SxWT fund or seek funding for appropriate capital cost items via its memorial and sponsorship programme
    - Retain and contract exclusive filming rights with third parties across the whole Nature Reserve with total income from such activities accruing to STC

(d) SxWT will:

- Produce a management plan within 12 months of signing the Lease Agreement and revised every five years. The management plan to be agreed and signed off by STC in advance of each 5-year anniversary
- Encourage local volunteers to participate in the management of the site
- Seek grant funding to improve the Nature Reserve
- Be the main point of contact with local authorities such as Natural England and the Environment Agency and handling enquiries from third parties wishing to undertake activities on the Nature Reserve (forwarding requests to be passed on to STC)

(e) Other:

- All signage on the site to be agreed by both parties and is to include both organisations details and logo
- Recognition of STC's ownership and support for the site to be included in all literature and website
- Any proposals to change the infrastructure of the site to be first agreed in writing by STC
- The boundary for the lease site is detailed on Appendix A and is made up of three distinct parcels of land; the tank turning area near South Hill Barn, the land leading down to the Cuckmere and to the cliffs and a parcel of land at the edge of the golf course near Chyngton Road and to the rear of Lullington Close.

1.4 It has subsequently emerged that the 36 month break clause will prevent SxWT from securing grants as was their intention to improve the Nature Reserve. This is essential for the planned improvements.

1.5 Accordingly it has been requested by SxWT that the break clause is increased to a period of ten years which will allow appropriate grants to be secured.

## 2. Financial Implications

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

## 3. Contact Officer

The Contact Officer for this report is James Corrigan, Town Clerk.

Town Clerk



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Summary Budget 2017/18		2015-16 Actual	2016-17 Final Budget	2016-17 Actual to 30/09/2016	2016-17 Projected Outturn	2017-18 Budget
Finance & General Purposes Committee	Expenditure	516,311	443,242	217,305	463,851	443,867
	Income	28,884	32,474	38,176	18,667	27,447
	Net	487,427	410,768	179,128	445,184	416,420
Community Services Committee	Expenditure	500,693	317,278	143,876	321,260	326,136
	Income	387,418	167,276	167,190	206,441	174,784
	Net	113,275	150,002	-23,314	114,819	151,352
Golf and The View Committee	Expenditure	856,926	841,986	581,448	1,030,407	898,922
	Income	886,420	844,299	527,600	768,870	906,860
	Net	-29,494	-2,313	53,848	261,537	-7,938
Total Committees	Expenditure	1,873,930	1,602,506	942,629	1,815,518	1,668,925
	Income	1,302,722	1,044,049	732,966	993,978	1,109,091
	Net	571,199	558,457	209,662	821,540	559,834

## Expenditure of Ear Marked Reserves Summary

EMR 320 Council Elections	Council elections 2015	6,722				
EMR 321 Building Improvements	Hurdis House repairs (part)	10,757				
EMR 322 Crypt Ancient Monument	Building works etc				8,030	
EMR 334 Seaford Head Nature Reserve	Chemical Treatment	1,603			390	
EMR 337 Church Street Utilities	Part fund service charge	13,681			3,821	
EMR 342 Tree Planting	Tree planting	1,146				
EMR 346 Xmas Lights	Part fund lighting costs for 2016	1,625			1,233	
EMR 347 Vision Plan / Regeneration	Neighbourhood Plan (part)	16,059	16,059			
EMR 348 Seaford in Bloom	Containers (part)	5,017				
EMR 350 Golf Course Machinery	New Greenkeepers Shed				35,000	
EMR 352 Martello toilets	New Toilet block				23,000	
EMR 353 External Officer Support	Project Officer Role				14,861	
EMR 354 The Base	Transfer to General Reserves				10,000	
EMR 357 Seaford Bins	Seaford bins	1,064				
EMR 359 Coastal Community Bid	Coastal Community Bid Costs				7,106	
	Total transfers	-57,674	-16,059	0	-103,441	0
	Transfer into Ear Marked Reserves	4,845				
	Transfer into General Reserves	38,055	100,000			120,000
	Amount required to balance from General Reserves				-75,701	
	Contingencies Fund					0
	Total additional transfers	42,900	100,000	0	-75,701	120,000
	Net post Reserve transfers	556,425	642,398	209,662	642,398	679,833.79
Revenue Support Grant		35,112	29,845	29,845	29,845	25,368
Precept demand		521,313	612,553	179,817	612,553	654,466
Tax Base			9,365			9,484
Band D Council Tax			65,41			69,01
Council Tax Percentage increase						5.50%

**Budget 2017/18**  
**Finance and General Purposes Budget**

Account Code	<u>Administration</u> Cost Centre 201	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4000	Salaries & Wages	178,340	191,000	89,232	185,940	197,441
4001	Employers NI	14,489	14,127	8,211	16,234	16,737
4002	Employers Superannuation	24,510	25,057	15,291	31,790	36,306
4003	Sub-contracted Staff	210	0	0	0	0
4004	Staff Welfare Costs	0	0	651	1,393	1,400
4009	Recruitment Costs	190	1,000	903	1,060	1,000
4010	Staff Training	8,289	8,000	343	3,971	6,000
4012	Staff Expenses	56	500	97	250	300
4015	Office Refreshments	317	300	88	205	300
4100	Telecommunications	2,982	2,600	1,582	2,823	3,307
4105	Postage	1,603	1,600	975	1,300	1,600
4106	Stationery	1,903	2,000	1,137	2,000	1,875
4107	Photocopier	3,821	3,000	1,257	2,800	2,200
4110	Advertising & Publicity	2,423	2,500	581	1,600	2,500
4111	Office Equipment	322	1,500	831	1,031	1,500
4112	Subscriptions	3,951	4,165	3,230	3,327	3,700
4113	Software Support	3,652	2,700	7,449	6,933	7,125
4114	Licence Fee	35	35	0	35	35
4115	Insurance	4,325	4,325	3,594	3,594	4,073
4116	Web Site	330	440	0	360	371
4155	Professional Fees	35,405	15,000	7,409	10,762	3,000
4156	Bank Charges	893	835	326	835	860
4157	Audit Fees	3,360	4,635	-44	3,052	3,189
4180	Room Hire	116	100	0	0	0
4182	Catering & Hospitality	23	0	0	0	0
4190	Election Costs	37,853	10,000	-37,845	-37,845	0
4199	Other Expenditure	52	0	42	42	0
4270	Vehicle & Equipment Maint	0	0	36	3	50
4413	Neighbourhood plan	11,373	25,000	1,845	11,348	11,000
4414	Neighbourhood Disbursement Budget	0	0	0	500	1,000
4900	Suspense A/c	0	0	11	0	0
<b>Administration Expenditure</b>		<b>340,823</b>	<b>320,419</b>	<b>107,232</b>	<b>255,343</b>	<b>306,868</b>
1013	Income Bank Recharge	0	0	12	12	0
1020	Income Training	420	0	0	0	0
1048	Income Coastal Community Bid	10,000	0	0	0	0
1050	Income Rent	509	0	0	0	0
1049	Income Postage recharge	3	0	0	0	0
1053	Income Grants	0	0	8,922	8,922	0
1054	Income Other	19	0	0	11	0
1059	Photocopying Income	4	0	181	190	0
1062	Income Telephone Recharge	727	870	142	870	0
1068	Income Stationery Recharge	0	0	4	4	0
1190	Interest Received	3,077	1,100	645	1,000	0
<b>Administration Income</b>		<b>14,759</b>	<b>1,970</b>	<b>9,906</b>	<b>11,009</b>	<b>0</b>
<b>Net Expenditure over Income</b>		<b>326,064</b>	<b>318,449</b>	<b>97,325</b>	<b>244,334</b>	<b>306,868</b>



**Budget 2017/18**  
**Finance and General Purposes Budget**

Account Code	<u>Premises - Church Street</u> Cost Centre 205	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4050	Rent Payable	15,000	17,500	7,500	15,000	15,000
4051	Rates	10,559	10,877	6,389	10,877	10,016
4059	Service Charge	0	8,500	0	30,000	30,000
4111	Office Equipment New	7	0	0	0	0
4270	Vehicle & Equipment Maintenance	374	630	93	190	400
4275	Building Maintenance	13,681	500	403	758	500
4301	Public Works Loan Board	18,089	18,089	9,044	18,089	18,089
<b>Premises - Church Street Expenditure</b>		<b>57,710</b>	<b>56,096</b>	<b>23,429</b>	<b>74,914</b>	<b>74,005</b>
1050	Income Rent	69	50	167	1,771	6,050
1054	Income Other	10,067	6,525	0	0	0
<b>Premises - Church Street Income</b>		<b>10,136</b>	<b>6,575</b>	<b>167</b>	<b>1,771</b>	<b>6,050</b>
<b>Net Expenditure over Income</b>		<b>47,574</b>	<b>49,521</b>	<b>23,262</b>	<b>73,143</b>	<b>67,955</b>

Account Code	<u>Premises - Hurdis House</u> Cost Centre 206	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4051	Rates	1,688	0	0	0	0
4052	Water & Sewerage	246	0	-29	-29	0
4055	Electricity	121	0	0	0	0
4056	Gas	0	0	0	0	0
4115	Insurance	777	800	385	385	397
4155	Professional Fees	11,015	5,000	8,400	10,212	7,000
4275	Building Maintenance	43,745	0	40	9,000	0
4301	Public Works Loan Board	15,002	15,002	7,501	15,002	15,002
<b>Premises - Hurdis House Expenditure</b>		<b>72,594</b>	<b>20,802</b>	<b>16,297</b>	<b>34,570</b>	<b>22,399</b>
1050	Income Rent	2,150	21,000	26,356	3,400	21,000
1051	Income Insurance Recharge	0	800	385	385	397
1054	Income Other	0	0	0	0	0
1057	Income Electricity	46	0	0	0	0
1058	Income Water Recharge	114	0	0	0	0
1093	Income Rate Refund	1,688	0	0	0	0
<b>Premises - Hurdis House Income</b>		<b>3,998</b>	<b>21,800</b>	<b>26,741</b>	<b>3,785</b>	<b>21,397</b>
<b>Net Expenditure over Income</b>		<b>68,596</b>	<b>-998</b>	<b>-10,444</b>	<b>30,785</b>	<b>1,002</b>

## Seaford Town Council

Budget 2017/18  
Finance and General Purposes Budget

Account Code		2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account <u>Civic Expenses</u></b>						
<b>Code Cost Centre 210</b>						
4013	Members Expenses	133	100	0	100	100
4014	Members Training	1,300	1,500	791	901	1,500
4106	Stationery	782	100	48	100	100
4110	Advertising & Publicity	187	50	0	0	50
4115	Insurance	0	0	195	195	200
4111	Office Equipment New	466	0	0	0	0
4180	Room Hire	0	0	60	120	120
4181	Civic - Mayor's Expenses	1,091	1,500	95	1,500	1,500
4182	Catering & Hospitality	280	500	11	11	500
4183	Civic - Awards	480	500	237	500	500
4184	Civic - Other	82	200	254	254	200
4185	Fun Day and Tourney	850	0	0	0	0
4188	Town Crier Expenses	195	125	35	125	125
4189	Young Mayor	382	500	103	500	500
4190	Election Costs	0	0	37,845	61,845	10,000
<b>Civic Expenses Expenditure</b>		<b>6,228</b>	<b>5,075</b>	<b>39,674</b>	<b>66,151</b>	<b>15,395</b>
1056	Income Fun Day & Tourney	400	0	0	0	0
1080	Income Jubilee Event	50	0	0	0	0
1081	Young Mayor Income	250	0	198	198	0
<b>Civic Expenses Income</b>		<b>700</b>	<b>0</b>	<b>198</b>	<b>198</b>	<b>0</b>
<b>Net Expenditure over Income</b>		<b>5,528</b>	<b>5,075</b>	<b>39,476</b>	<b>65,953</b>	<b>15,395</b>
<b>Account <u>Grants Pool</u></b>						
<b>Code Cost Centre 215</b>						
4401	Grants Pool	28,650	28,650	22,300	22,300	23,000
4405	Grants in Kind	2,182	2,200	0	2,200	2,200
<b>Grants Expenditure</b>		<b>30,832</b>	<b>30,850</b>	<b>22,300</b>	<b>24,500</b>	<b>25,200</b>
1105	Repayment of Loan	-709	2,129	1,064	1,596	0
<b>Grants Income</b>		<b>-709</b>	<b>2,129</b>	<b>1,064</b>	<b>1,596</b>	<b>0</b>
<b>Net Expenditure over Income</b>		<b>31,541</b>	<b>28,721</b>	<b>21,236</b>	<b>22,904</b>	<b>25,200</b>
<b>Account <u>Seaford In Bloom</u></b>						
<b>Code Cost Centre 121</b>						
4402	Seaford In Bloom	8,124	10,000	8,373	8,373	0
<b>Seaford In Bloom Expenditure</b> <i>(Being moved to C Services for 2017/18)</i>		<b>8,124</b>	<b>10,000</b>	<b>8,373</b>	<b>8,373</b>	<b>0</b>
1054	Other Income	0	0	100	308	0
<b>Seaford In Bloom Income</b>		<b>0</b>	<b>0</b>	<b>100</b>	<b>308</b>	<b>0</b>
<b>Net Expenditure over Income</b>		<b>8,124</b>	<b>10,000</b>	<b>8,273</b>	<b>8,065</b>	<b>0</b>

**Budget 2017/18**  
**Finance and General Purposes Budget**

	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b><u>SUMMARY</u></b>					
201 Administration	326,064	318,449	97,325	244,334	306,868
205 Premises Church Street	47,574	49,521	23,262	73,143	67,955
206 Premises Hurdis House	68,596	-998	-10,444	30,785	1,002
210 Civic Expenses	5,528	5,075	39,476	65,953	15,395
215 Grants	31,541	28,721	21,236	22,904	25,200
121 Seaford In Bloom	8,124	10,000	8,273	8,065	0
<b>Total Net Expenditure</b>	<b>487,427</b>	<b>410,768</b>	<b>179,128</b>	<b>445,184</b>	<b>416,420</b>
<b>Total Committee Expenditure</b>	<b>516,311</b>	<b>443,242</b>	<b>217,305</b>	<b>463,851</b>	<b>443,867</b>
<b>Total Committee Income</b>	<b>28,884</b>	<b>32,474</b>	<b>38,176</b>	<b>18,667</b>	<b>27,447</b>
<b><u>Net Committee Requirement</u></b>	<b>487,427</b>	<b>410,768</b>	<b>179,128</b>	<b>445,184</b>	<b>416,420</b>

**Budget 2017/18**  
**Community Services Budget**

Account Code	<u>Salts Recreation Ground</u> Cost Centre 105	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4051	Rates	240	0	0	0	0
4052	Water & Sewerage	2,205	2,060	117	2,000	2,000
4055	Electricity	247	200	44	600	600
4115	Insurance	3,592	3,700	2,134	2,134	2,134
4156	Professional Fees	0	0	0	25	0
4199	Other Expenditure	-22	0	360	360	0
4201	Toilet Cleaning	0	0	0	0	0
4250	Public Seating	265	0	340	340	0
4251	Dog Bin Emptying	1,632	1,833	890	1,833	1,887
4252	Litter & Dog Bin Pch & Maintenance	0	0	0	0	0
4260	Grounds Maintenance Contract	69,336	70,510	34,348	68,500	70,721
4261	Grounds Maintenance Non Contract	4,610	5,000	6,240	8,000	6,000
4272	Equipment Purchase	0	0	0	0	0
4274	Projects Expenditure	0	0	0	1,352	0
4275	Building Maintenance	257	0	40	1,113	2,000
<b>Salts Recreation Ground Expenditure</b>		<b>82,362</b>	<b>83,303</b>	<b>44,513</b>	<b>86,257</b>	<b>85,342</b>
1050	Income Rent	1,303	1,368	1,158	1,700	1,123
1051	Income Insurance Recharge	1,287	1,326	791	1,326	1,365
1052	Income Projects	0	0	0	0	0
1053	Income Grants	0	0	0	0	0
1054	Income Other	2,102	0	1,053	1,053	0
1055	Income Seating	180	0	0	0	0
1057	Income Electricity recharge	0	0	0	0	0
1058	Income Water Recharge	2,135	1,808	866	1,808	1,862
1066	Concession Income	16,800	16,800	16,800	16,800	16,800
1071	Income Base Rent	17	0	0	0	0
1073	Income Sports Pitch Hire	2,735	7,653	1,930	7,653	8,500
1093	Income Rate Refund	240	0	0	0	0
<b>Salts Recreation Ground Income</b>		<b>26,799</b>	<b>28,954</b>	<b>22,598</b>	<b>30,340</b>	<b>29,650</b>
<b>Net Expenditure over Income</b>		<b>55,563</b>	<b>54,348</b>	<b>21,915</b>	<b>55,917</b>	<b>55,692</b>

**Budget 2017/18**  
**Community Services Budget**

Account Code	<u>Crouch Recreation Ground</u> Cost Centre 106	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4052	Water & Sewerage	1,184	2,248	-42	1,300	2,315
4055	Electricity	362	307	302	500	400
4115	Insurance	1,784	1,838	949	949	949
4156	Bank Charges	91		0	0	0
4199	Other Expenditure	0	0	0	0	0
4250	Public Seating	0	0	0	0	0
4251	Dog Bin Emptying	1,165	1,310	636	1,310	1,350
4252	Litter & Dog Bin Pch & Maintenance	0	0	0	0	0
4260	Grounds Maintenance Contract	42,107	43,370	21,053	42,000	42,232
4261	Grounds Maintenance Non Contract	4,025	3,000	1,050	2,000	3,000
4270	Vehicles & Equipment Maint.	0	0	0	0	0
4274	Projects Expenditure	0	0	0	0	0
4275	Building Maintenance	113	0	0	590	2,000
4501	Filming Expenses	0	0	0	1,090	0
<b>Crouch Recreation Ground Expenditure</b>		<b>50,831</b>	<b>52,072</b>	<b>23,948</b>	<b>49,739</b>	<b>52,246</b>
1011	Income Filming	0	0	1,350	1,350	0
1050	Income Rent	1,759	2,400	12,385	1,710	2,400
1051	Income Insurance Recharge	741	763	500	500	0
1052	Income Projects	0	0	0	0	0
1054	Income Other	0	0	236	236	0
1055	Income Seating	0	0	0	0	0
1057	Income Electricity Recharge	166	153	112	210	150
1073	Income Sports Pitch Hire	1,106	9,270	2,148	13,738	9,270
<b>Crouch Recreation Ground Income</b>		<b>3,772</b>	<b>12,587</b>	<b>16,731</b>	<b>17,744</b>	<b>11,820</b>
<b>Net Expenditure over Income</b>		<b>47,059</b>	<b>39,485</b>	<b>7,217</b>	<b>31,995</b>	<b>40,426</b>

Budget 2017/18  
Community Services Budget

Account	Code	Cost Centre	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account <u>Martello Fields</u></b>							
<b>Code Cost Centre 107</b>							
4251	Dog Bin Emptying		932	1,048	509	1,079	1,079
4260	Grounds Maintenance Contract		15,480	15,945	7,740	15,945	15,988
4261	Grounds Maintenance Non Contract		1,955	2,000	1,274	2,000	2,000
4275	Building Maintenance		0	0	215	500	2,000
<b>Martello Fields Expenditure</b>			<b>18,367</b>	<b>18,992</b>	<b>9,738</b>	<b>19,524</b>	<b>21,067</b>
1050	Income Rent		5,787	4,000	5,031	5,200	5,000
1054	Other Income		0	0	0	0	0
<b>Martello Fields Income</b>			<b>5,787</b>	<b>4,000</b>	<b>5,031</b>	<b>5,200</b>	<b>5,000</b>
<b>Net Expenditure over Income</b>			<b>12,580</b>	<b>14,992</b>	<b>4,707</b>	<b>14,324</b>	<b>16,067</b>
<b>Account <u>Other Open Spaces</u></b>							
<b>Code Cost Centre 108</b>							
4051	Rates		66	0	0	0	0
4052	Water & Sewerage		308	75	-83	75	75
4115	Insurance		0	0	0	0	0
4154	Land Registry Fees		0	0	12	42	0
4155	Professional Fees		100	0	0	0	0
4250	Public Seating		840	0	75	490	0
4251	Dog Bin Emptying		1,865	2,095	1,017	2,095	2,157
4252	Litter & Dog Bin Pch & Maintenance		0	0	0	0	0
4260	Grounds Maintenance Contract		29,611	30,500	14,805	29,500	30,591
4261	Grounds Maintenance Non Contract		2,192	3,500	763	2,960	2,000
4262	Tree Warden Expenses		0	0	0	0	2,000
4270	Vehicles & Equipment Maint		21	0	50	50	0
4274	Projects Expenditure		0	0	0	0	0
4275	Building Maintenance		175	0	0	500	1,000
<b>Other Open Spaces Expenditure</b>			<b>35,178</b>	<b>36,171</b>	<b>16,639</b>	<b>35,712</b>	<b>37,823</b>
1050	Income rent		0	0	0	1,925	0
1054	Income Other		10	0	0	85	0
1055	Income Seating		795	0	0	970	0
1066	Concession Income		2,085	2,500	0	0	3,000
1072	Income Tree Wardens		0	0	0	0	0
1093	Income Rate Refund		2,427	0	0	0	0
<b>Other Open Spaces Income</b>			<b>5,317</b>	<b>2,500</b>	<b>0</b>	<b>1,055</b>	<b>3,000</b>
<b>Net Expenditure over Income</b>			<b>29,861</b>	<b>33,671</b>	<b>16,639</b>	<b>34,657</b>	<b>34,823</b>

**Budget 2017/18**  
**Community Services Budget**

Account Code	Crypt Cost Centre 113	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4051	Rates	5,568	5,679	3,370	5,679	0
4052	Water & Sewerage	278	200	-19	100	0
4055	Electricity	842	875	-6	400	0
4056	Gas	1,169	2,348	90	1,000	0
4100	Telecommunications	0	0	0	0	0
4105	Postage	0	10	0	0	0
4106	Stationery	6	100	0	0	0
4110	Advertising & Publicity	886	1,000	26	26	0
4115	Insurance	769	792	421	421	371
4155	Professional Fees	0	0	0	0	0
4199	Other Expenditure	50	50	0	0	0
4201	Cleaning & Hygiene	283	500	103	300	0
4261	Grounds Maint non contract	50	0	0	0	0
4270	Vehicle & Equipment Maintenance	0	0	0	0	0
4274	Projects Expenditure	0	0	0	0	0
4275	Building Maintenance	213	0	40	656	0
<b>Crypt Expenditure</b>		<b>10,114</b>	<b>11,554</b>	<b>4,025</b>	<b>8,582</b>	<b>371</b>
1050	Income Rent	7,981	6,500	5,109	7,000	0
1051	Income Insurance Recharge	0	0	0	0	371
1054	Income Other	0	0	0	0	0
1067	LDC Contribution	0	0	0	0	0
1303	Income Crypt Building Repair	0	0	0	0	0
<b>Crypt Income</b>		<b>7,981</b>	<b>6,500</b>	<b>5,109</b>	<b>7,000</b>	<b>371</b>
<b>Net Expenditure over Income</b>		<b>2,133</b>	<b>5,054</b>	<b>-1,084</b>	<b>1,582</b>	<b>0</b>
Account Code	South Street Toilets Cost Cente 114					
4275	Building Maintenance	0	0	0	0	1,000
<b>South Street Expenditure</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
1054	Income Other	0	0	0	0	0
<b>South Street Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Expenditure over Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>

**Budget 2017/18**  
**Community Services Budget**

Account	Code	Cost Centre	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account <u>Martello Tower</u></b>							
<b>Code Cost Centre 115</b>							
4115	Insurance		2,207	2,273	1,430	1,430	1,430
4275	Building Maintenance		0	0	375	4,000	5,500
<b>Martello Tower Expenditure</b>			<b>2,207</b>	<b>2,273</b>	<b>1,805</b>	<b>5,430</b>	<b>6,930</b>
1050	Income Rent		0	0	0	0	0
<b>Martello Tower Income</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Net Expenditure over Income</u></b>			<b>2,207</b>	<b>2,273</b>	<b>1,805</b>	<b>5,430</b>	<b>6,930</b>
<b>Account <u>Seaford Head Estate</u></b>							
<b>Code Cost Centre 116</b>							
4052	Water & Sewerage		71	0	0	0	0
4055	Electricity		691	0	0	0	0
4115	Insurance		1,236	1,273	801	801	801
4155	Professional Fees		1,586	0	0	0	0
4199	Other Expenditure		0	0	109	369	0
4250	Public Seating		4,495	0	1,357	4,752	0
4251	Dog Bin Emptying		932	1,048	424	1,048	1,079
4252	Litter & Dog Bin Pch & Maintenance		0	0	0	0	0
4260	Grounds Maintenance Contract		1,671	1,877	911	1,877	1,933
4261	Grounds Maintenance Non Contract		-647	2,000	1,648	2,300	2,000
4274	Projects Expenditure		0	0	0	0	0
4275	Buildings Maintenance		235	0	395	3,485	1,000
4500	Nature Reserve Expenses		17,693	10,500	5,640	10,890	12,500
4501	Filming Expenses		0	0	1,245	1,245	0
<b>Seaford Head Estate Expenditure</b>			<b>27,963</b>	<b>16,698</b>	<b>12,530</b>	<b>26,767</b>	<b>19,313</b>
1011	Income Filming		0	0	6,600	9,423	5,000
1050	Income Rent		10,319	10,000	10,000	10,000	10,000
1053	Income Grants		3,793	3,250	0	1,625	0
1054	Income Other		0	0	0	0	0
1055	Income Seating		5,898	0	3,500	9,000	1,000
1066	Income Concession		2,085	2,500	2,335	4,400	6,000
1200	Income Nature Reserve		19,883	15,750	1,000	0	0
<b>Seaford Head Estate Income</b>			<b>41,978</b>	<b>31,500</b>	<b>23,435</b>	<b>34,448</b>	<b>22,000</b>
<b><u>Net Expenditure over Income</u></b>			<b>-14,015</b>	<b>-14,802</b>	<b>-10,905</b>	<b>-7,681</b>	<b>-2,687</b>



**Budget 2017/18**  
**Community Services Budget**

Account Code	Seafront Cost Centre 117	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
4052	Water & Sewerage	368	180	-321	0	185
4055	Electricity	2,932	2,334	852	2,334	2,404
4115	Insurance	509	534	446	446	446
4154	Land Registry Fees	78	0	0	0	0
4201	Cleaning	0	0	0	0	0
4250	Public Seating	267	0	0	0	0
4251	Dog Bin Emptying	0	0	0	0	0
4252	Litter & Dog Bin Pch & Maintenance	0	0	0	0	0
4253	Shelters	1,434	1,600	852	1,600	2,000
4254	Martello Entertainments Area	0	0	0	5,900	0
4261	Grounds Maintenance Non Contract	3,286	3,000	1,850	4,000	3,000
4274	Projects Expenditure	0	0	0	750	0
4275	Building Maintenance	0	0	0	206	3,000
<b>Seafront Expenditure</b>		<b>8,874</b>	<b>7,648</b>	<b>3,679</b>	<b>15,236</b>	<b>11,035</b>
1011	Income Filming	104	0	700	1,427	0
1053	Income Grants	0	0	0	2,240	0
1054	Income Other	0	0	42	83	0
1055	Income Seating	1,085	0	0	0	10,000
1057	Income Electricity Recharge	1,879	2,334	1,463	3,295	2,404
1058	Income Water Recharge	133	82	47	47	90
1066	Income Concession	42,783	42,825	41,292	43,746	45,400
1078	Income Entertainments Area	0	0	12,000	14,700	5,000
1092	Income Grnds Maint Non Contract	1,710	0	135	387	
<b>Seafront Income</b>		<b>47,694</b>	<b>45,241</b>	<b>55,679</b>	<b>65,925</b>	<b>62,894</b>
<b>Net Expenditure over Income</b>		<b>-38,820</b>	<b>-37,594</b>	<b>-52,000</b>	<b>-50,689</b>	<b>-51,859</b>
<b>Account Code</b>	<b>Beach Huts Cost Centre 118</b>					
4051	Rates	2,914	3,231	1,741	3,231	3,231
4115	Insurance	1,084	1,118	390	390	390
4199	Other Expenditure	0	0	0	0	0
4275	Building Maintenance	145	0	15	60	0
<b>Beach Huts Expenditure</b>		<b>4,143</b>	<b>4,349</b>	<b>2,146</b>	<b>3,681</b>	<b>3,621</b>
1054	Income Other	112	0	117	117	0
1060	Beach Hut Site Licence	15,376	18,944	16,110	16,110	18,944
1061	Beach Hut Annual Rental	12,042	12,664	12,664	12,664	12,664
<b>Beach Huts Income</b>		<b>27,530</b>	<b>31,608</b>	<b>28,891</b>	<b>28,891</b>	<b>31,608</b>
<b>Net Expenditure over Income</b>		<b>-23,387</b>	<b>-27,260</b>	<b>-26,745</b>	<b>-25,210</b>	<b>-27,987</b>

Account Code		2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account Old Town Hall</b>						
<b>Code Cost Centre 119</b>						
4115	Insurance	190	196	180	180	180
4260	Grounds Maintenance Contract	0	0	0	152	0
4274	Projects Expenditure	0	0	494	494	0
4275	Building Maintenance	2,409	0	0	0	2,000
<b>Old Town Hall Expenditure</b>		<b>2,599</b>	<b>196</b>	<b>674</b>	<b>826</b>	<b>2,180</b>
1050	Income Rent	1,328	1,275	744	1,275	0
1051	Income Insurance Recharge	0	1,275	180	180	200
<b>Old Town Hall Income</b>		<b>1,328</b>	<b>2,550</b>	<b>924</b>	<b>1,455</b>	<b>200</b>
<b>Net Expenditure over Income</b>		<b>1,271</b>	<b>-2,354</b>	<b>-250</b>	<b>-629</b>	<b>1,980</b>

<b>Account Seaford In Bloom (Moved from F&amp;GP)</b>						
<b>Code Cost Centre 121</b>						
4402	Seaford In Bloom	0	0	0	0	10,000
<b>Seaford In Bloom Expenditure</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>
1054	Other Income	0	0	0	0	350
<b>Seaford In Bloom Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350</b>
<b>Net Expenditure over Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,650</b>

<b>Account Allotments</b>						
<b>Code Cost Centre 125</b>						
4154	Land Registry Fees	0	0	0	6	0
4155	Professional Fees	0	0	0	0	0
4199	Other Expenditure	864	966	254	254	500
<b>Allotments Expenditure</b>		<b>864</b>	<b>966</b>	<b>254</b>	<b>260</b>	<b>500</b>
1050	Income Rent	863	870	874	874	891
1054	Income Other	622	966	414	414	0
<b>Allotments Income</b>		<b>1,485</b>	<b>1,836</b>	<b>1,288</b>	<b>1,288</b>	<b>891</b>
<b>Net Expenditure over Income</b>		<b>-621</b>	<b>-870</b>	<b>-1,034</b>	<b>-1,028</b>	<b>-391</b>

Account Code		2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account <u>Other Recreation</u></b>						
<b>Code Cost Centre 130</b>						
4410	Swimming Pool	806	10,000	3,279	10,000	10,000
	<b>Other Recreation Expenditure</b>	<b>806</b>	<b>10,000</b>	<b>3,279</b>	<b>10,000</b>	<b>10,000</b>
	<b>Other Recreation Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Expenditure over Income</b>	<b>806</b>	<b>10,000</b>	<b>3,279</b>	<b>10,000</b>	<b>10,000</b>
<b>Account <u>CCTV</u></b>						
<b>Code Cost Centre 134</b>						
4055	Electricity	1,459	1,757	367	1,809	1,809
4115	Insurance	926	954	333	333	1,000
4276	CCTV	9,382	8,398	7,914	8,463	8,649
	<b>CCTV Expenditure</b>	<b>11,767</b>	<b>11,108</b>	<b>8,614</b>	<b>10,605</b>	<b>11,458</b>
	<b>CCTV Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Net Expenditure over Income</b>	<b>11,767</b>	<b>11,108</b>	<b>8,614</b>	<b>10,605</b>	<b>11,458</b>
<b>Account <u>Community Service Events</u></b>						
<b>Code Cost Centre 135</b>						
4112	Subscriptions	0	0	249	249	0
4115	Insurance	193	199	51	51	0
4195	Events Expenditure	2,755	250	368	378	250
4253	Shelters	0	0	0	120	0
4262	Tree Warden Expenses ( <i>moved to Other open spaces for 2017/18</i> )	3,456	2,000	-364	878	0
4263	Bus shelter maintenance	0	0	0	18	0
4273	Christmas Lights	14,194	15,000	4,827	15,000	15,000
4274	Projects Expenditure	0	0	0	0	0
4275	Building Maintenance	0	0	0	0	0
4281	Christmas Event Expenditure	8,221	0	127	6,451	5,000
4282	Armed Forces Day Expenditure	0	0	6,491	6,491	2,000
4290	Physical Activity Project	1,290	8,000	0	0	0
	<b>Community Service Other Expenditure</b>	<b>30,109</b>	<b>25,449</b>	<b>11,749</b>	<b>29,636</b>	<b>22,250</b>
1053	Income Grants	0	0	4,418	4,818	0
1070	Income Community Service Events	2,134	0	2,073	2,073	2,000
1072	Income Tree Wardens	1,685	0	0	220	0
1075	Christmas Event Income	8,730	0	418	5,389	5,000
	<b>Community Service Other Income</b>	<b>12,549</b>	<b>0</b>	<b>6,909</b>	<b>12,500</b>	<b>7,000</b>
	<b>Net Expenditure over Income</b>	<b>17,560</b>	<b>25,449</b>	<b>4,840</b>	<b>17,136</b>	<b>15,250</b>

**Budget 2017/18**  
**Community Services Budget**

		2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget
<b>Account</b>	<b><u>Building Maintenance Pool</u></b>					
<b>Code</b>	<b>Cost Centre 220</b>					
4274	Projects Expenditure	1,000	0	0	0	0
4275	Building Maintenance	6,881	6,000	2,907	2,987	0
	<b>Building Maintenance Pool Expenditure</b>	<b>7,881</b>	<b>6,000</b>	<b>2,907</b>	<b>2,987</b>	<b>0</b>
1091	Income Building Maintenance	300	0	0	0	0
	<b>Building Maintenance Pool Income</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b><u>Net Expenditure over Income</u></b>	<b>7,581</b>	<b>6,000</b>	<b>2,907</b>	<b>2,987</b>	<b>0</b>
<b>Account</b>	<b><u>Projects Pool</u></b>					
<b>Code</b>	<b>Cost Centre 225</b>					
4274	Project Expenditure	206,410	30,000	-2,732	15,000	30,000
	<b>Projects Pool Expenditure</b>	<b>206,410</b>	<b>30,000</b>	<b>-2,732</b>	<b>15,000</b>	<b>30,000</b>
1053	Income Grants	204,898	0	595	595	0
	<b>Projects Pool Income</b>	<b>204,898</b>	<b>0</b>	<b>595</b>	<b>595</b>	<b>0</b>
	<b><u>Net Expenditure over Income</u></b>	<b>1,512</b>	<b>30,000</b>	<b>-3,327</b>	<b>14,405</b>	<b>30,000</b>
	<b><u>Planning &amp; Highways</u></b>					
	<b>Cost Centre 301</b>					
4199	Other Expenditure	0	0	18	18	0
4263	Bus Shelter Maintenance/Cleaning	218	500	90	1,000	1,000
	<b>Planning &amp; Highways Expenditure</b>	<b>218</b>	<b>500</b>	<b>108</b>	<b>1,018</b>	<b>1,000</b>
1053	Income Grants	0	0	0	0	0
	<b>Planning &amp; Highways Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b><u>Net Expenditure over Income</u></b>	<b>218</b>	<b>500</b>	<b>108</b>	<b>1,018</b>	<b>1,000</b>

**Budget 2017/18**  
**Community Services Budget**

	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to 30/09/16	2016/17 Projection to 31/03/17	2017-18 Budget	
<b><u>SUMMARY</u></b>						
<b>Net Expenditure</b>						
105	Salts Recreation Ground	55,563	54,348	21,915	55,917	55,692
106	The Crouch Recreation Ground	47,059	39,485	7,217	31,995	40,426
107	Martello Fields	12,580	14,992	4,707	14,324	16,067
108	Other Open Spaces	29,861	33,671	16,639	34,657	34,823
113	Crypt	2,133	5,054	-1,084	1,582	0
114	South Street	0	0	0	0	1,000
115	Martello Tower	2,207	2,273	1,805	5,430	6,930
116	Seaford Head Estate	-14,015	-14,802	-10,905	-7,681	-2,687
117	Seafront	-38,820	-37,594	-52,000	-50,689	-51,859
118	Beach Huts	-23,387	-27,260	-26,745	-25,210	-27,987
119	Old Town Hall	1,271	-2,354	-250	-629	1,980
121	Seaford In Bloom	0	0	0	0	9,650
125	Allotments	-621	-870	-1,034	-1,028	-391
130	Other Recreation	806	10,000	3,279	10,000	10,000
134	CCTV	11,767	11,108	8,614	10,605	11,458
135	Community Service Other	17,560	25,449	4,840	17,136	15,250
220	Building Maintenance Pool	7,581	6,000	2,907	2,987	0
225	Projects Pool	1,512	30,000	-3,327	14,405	30,000
301	Planning & Highways	218	500	108	1,018	1,000
<b>Total Net Committee Requirement</b>		<b>113,275</b>	<b>150,002</b>	<b>-23,314</b>	<b>114,819</b>	<b>151,352</b>
<b>Total Committee Expenditure</b>		<b>500,693</b>	<b>317,278</b>	<b>143,876</b>	<b>321,260</b>	<b>326,136</b>
<b>Total Committee Income</b>		<b>387,418</b>	<b>167,276</b>	<b>167,190</b>	<b>206,441</b>	<b>174,784</b>
<b>Total Net Committee requirement</b>		<b>113,275</b>	<b>150,002</b>	<b>-23,314</b>	<b>114,819</b>	<b>151,352</b>

## Seadord Town Council

2017/18 Budget  
Golf The View

Account number	Golf Course Cost Centre 101	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to to 30/09/2016	2016-17 Projection to 31/03/17	2017-18 Proposed Budget
4000	Salaries & Wages	74,081	77,116	36,101	72,513	74,688
4001	Employers NI	4,071	4,378	2,682	5,374	5,535
4002	Employers Superannuation	13,489	13,951	4,869	9,754	10,046
4003	Sub Contracted Staff	2,200	0	0	0	0
4009	Recruitment Costs	1,871	0	0	0	0
4010	Staff Training	2,675	1,500	682	1,169	1,500
4011	Staff Protective Clothing	843	1,000	482	826	1,000
4015	Office Refreshments	0	0	0	400	400
4041	Golf Professional Retainer	40,356	41,908	20,954	41,907	42,326
4045	Golf Course Player Costs	741	2,500	39	2,500	2,500
4046	Golf Club Membership Fees	28,149	24,585	7,089	15,950	17,902
4051	Rates	19,592	19,995	11,806	19,676	20,400
4052	Water & Sewerage	773	2,500	3,392	6,106	4,000
4055	Electricity	3,327	3,100	948	3,100	3,200
4056	Gas	7	0	6	591	600
4060	Refuse	282	400	282	483	500
4100	Telecommunications	1,224	300	102	204	220
4105	Postage	273	300	10	17	20
4106	Stationery	317	300	129	418	450
4110	Advertising & Publicity	3,025	3,000	1,785	3,500	4,000
4112	Subscriptions	0	0	388	388	0
4113	Software Support	234	380	464	487	464
4114	Licence Fee	0	80	75	75	75
4115	Insurance	5,017	5,200	6,686	6,686	7,000
4155	Professional Fees	967	0	0	0	0
4156	Bank Charges	1,549	1,800	893	1,300	1,600
4201	Cleaning & Hygiene	210	0	0	0	0
4250	Public Seating	3,569	0	0	0	0
4251	Dog Bin Emptying	932	1,750	509	1,017	1,100
4261	Grounds Maintenance Non Contract	27,015	26,100	15,216	26,100	27,405
4270	Vehicle & Equipment Maintenance	14,119	14,790	7,341	14,790	16,269
4271	Vehicle & Equipment Lease	11,008	20,996	798	798	0
4272	Equipment Purchase	75	12,000	16,500	16,766	0
4275	Building Maintenance	1,106	2,000	4,375	37,150	2,000
4308	Rent of shop, locker and changing rooms	152	19,000	25,001	50,000	50,000
4309	Buggy lease	4,007	5,277	2,638	5,277	5,277
4310	Buggy fuel	0	0	0	0	0
4312	Season Ticket Refund	545	0	0	0	0
<b>Golf Course Expenditure</b>		<b>267,801</b>	<b>306,206</b>	<b>172,242</b>	<b>345,322</b>	<b>300,477</b>

2017/18 Budget  
Golf The View

	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to to 30/09/2016	2016-17 Projection to 31/03/17	2017-18 Proposed Budget
1000 Golf Course Season Ticket	164,638	172,000	145,403	149,009	160,000
1001 Golf Course Green Fees Mid week	62,840	65,000	46,932	66,235	72,600
1002 Golf Course Green Fees w/end b/holiday	52,951	48,000	35,967	52,000	56,100
1003 Golf Course Specials	44,430	46,042	34,704	48,000	50,000
1004 Golf Course Lockers	3,811	3,000	440	500	600
1005 Golf Course Credit Card Charge	230	190	28	60	60
1007 Golf Course Air Traffic Control	9,050	7,500	7,500	7,500	7,500
1012 Corporate	0	11,667	0	0	3,000
1111 Income Filming	2,500	0	0	0	0
1050 Income Rent	0	1,100	0	0	0
1053 Income Grants	0	0	1,500	1,500	0
1054 Income Other	1,881	0	0	1,568	0
1055 Income Seating	3,324	0	0	0	0
1100 Income Advertising	0	1,500	0	2,050	2,000
1311 Buggy Hire	9,404	15,000	0	18,000	17,000
<b>Golf Course Income</b>	<b>355,059</b>	<b>370,999</b>	<b>272,474</b>	<b>346,422</b>	<b>368,860</b>
<b>Net Course Expenditure over Income</b>	<b>-87,258</b>	<b>-64,793</b>	<b>-100,232</b>	<b>-1,100</b>	<b>-68,383</b>

Account **The View Construction**  
number Cost Centre 102

4277 New Golf Club House	7,582	0	126,857	126,857	0
4278 Golf Club Fittings & Equipment	1,247	0	0	0	0
<b>The View Construction Expenditure</b>	<b>8,829</b>	<b>0</b>	<b>126,857</b>	<b>126,873</b>	<b>0</b>
1304 PWLB - New Club House	180,785	0	0	0	0
<b>The View Construction Income Income</b>	<b>180,785</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net The View Expenditure over Income</b>	<b>-171,956</b>	<b>0</b>	<b>126,857</b>	<b>126,873</b>	<b>0</b>

## Seadord Town Council

2017/18 Budget  
Golf The View

Account Number	The View Cost Centre 103	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to to 30/09/2016	2016-17 Projection to 31/03/17	2017-18 Proposed Budget
4000	Salaries & Wages	152,051	170,000	84,133	169,000	187,000
4001	Employers NI	5,668	4,500	3,464	6,900	8,000
4002	Employers Superannuation	11,107	12,000	5,445	13,000	14,000
4003	Sub-contracted Staff	40,770	0	16,774	32,000	34,000
4009	Recruitment Costs	6,750	1,000	25	50	1,000
4010	Staff Training	1,635	2,000	0	1,400	2,000
4016	Staff Uniform	1,295	500	531	650	800
4017	Time Sheet & Rota Software	160	170	0	170	180
4051	Rates	6,783	5,700	4,148	7,000	7,200
4052	Water & Sewerage	5,812	3,600	53	2,000	3,800
4055	Electricity	21,448	14,000	6,476	14,000	14,000
4056	Gas	10,234	11,000	1,365	6,000	7,000
4060	Refuse	1,451	5,000	1,004	1,600	1,700
4100	Telecommunications	1,862	2,200	536	1,300	1,400
4105	Postage	0	300	0	300	300
4106	Stationery	686	700	149	800	800
4110	Advertising & Publicity	1,863	2,500	2,258	6,000	7,000
4113	Software Support	594	450	1,005	1,500	1,000
4114	Licence Fee & Sky	4,372	1,000	290	600	600
4115	Insurance	6,390	6,500	1,995	1,995	1,995
4116	Web Site	44		750	1,650	300
4155	Professional Fees	964	0	0	0	0
4156	Bank Charges	1,646	1,900	1,115	2,400	2,400
4196	Club House Events Expenditure	5,384	4,500	1,697	2,200	3,000
4199	Other Expenditure	439	0	0	0	0
4201	Cleaning	12,452	12,000	15,634	27,000	27,000
4202	Linen Cleaning	2,687	3,000	1,193	2,600	2,800
4261	Grounds Maintenance Non Contract	230	0	0	0	0
4270	Vehicles & Equipment Maintenance	420	0	168	1,500	2,400
4272	Equipment Purchase	6,387	5,000	5,242	8,000	6,000
4275	Building Maintenance	6,574	1,000	875	6,000	5,000
4276	CCTV	2,000	2,000	1,003	2,000	2,000
4277	New Golf Club House	6,878	0	0	0	0
4279	Fire & Security	0	0	0	142	600
4301	Public Works Loan Payment	98,483	110,000	51,389	108,000	108,000
4303	Food Expenditure	85,150	68,000	41,927	76,035	76,125
4304	Bar Expenditure	56,356	80,000	29,408	48,670	64,945
4305	Fire extinguishers	154	620	0	300	300
4306	Catering & Utensils & Equipment	7,985	500	515	2,000	500
4307	Bar Utensils & Equipment	2,761	500	555	800	500
4311	Pest Control	601	400	352	750	700
4313	Stock Take	1,255	3,240	875	1,900	2,100
4412	Machine Games Tax	255	0	0	0	0
4450	Written off Costs	260	0	0	0	0
<b>The View Expenditure</b>		<b>580,296</b>	<b>535,780</b>	<b>282,349</b>	<b>558,212</b>	<b>598,445</b>



## Seadord Town Council

2017/18 Budget  
Golf The View

	2015-16 Actual to 31/03/16	2016-17 Final Budget	2016-17 Actual to to 30/09/2016	2016-17 Projection to 31/03/17	2017-18 Proposed Budget
1050 Income Rent	1,111	1,300	750	1,000	1,000
1054 Income Other	320	0	500	500	0
1077 Income sale of equipment	0	0	0	708	0
1100 Advertising	0	3,000	0	0	2,000
1305 Income hire pro shop & changing rooms	0	19,000	25,001	50,000	50,000
1306 Income Golf Club Room hires	15,891	45,000	4,618	7,500	13,000
1307 Income Bar Sales	154,235	200,000	94,192	150,000	200,000
1308 Income Food Sales	151,067	170,000	81,089	146,000	192,500
1309 Income Fruit Machine	508	0	0	0	0
1310 Society Club House Income	27,444	35,000	22,454	25,500	30,000
1312 Function Food Sales	0	0	22,937	34,000	40,000
1313 Function Bar Sales	0	0	1,902	3,600	4,500
1314 Income - Society Drink	0	0	1,683	3,400	5,000
1315 Income Linen Charge	0	0	0	240	0
<b>The View Income</b>	<b>350,576</b>	<b>473,300</b>	<b>255,126</b>	<b>422,448</b>	<b>538,000</b>
<b>The View Net expenditure over Income</b>	<b>229,720</b>	<b>62,480</b>	<b>27,223</b>	<b>135,764</b>	<b>60,445</b>
101 Golf Course	-87,258	-64,793	-100,232	-1,100	-68,383
102 The View Construction	-171,956	0	126,857	126,873	0
103 The View	229,720	62,480	27,223	135,764	60,445
<b>Total Net Committee Requirement</b>	<b>-29,494</b>	<b>-2,313</b>	<b>53,848</b>	<b>261,537</b>	<b>-7,938</b>
<b>Total Overall Golf &amp; The View Expenditure</b>	<b>856,926</b>	<b>841,986</b>	<b>581,448</b>	<b>1,030,407</b>	<b>898,922</b>
<b>Total Overall Golf &amp; The View income</b>	<b>886,420</b>	<b>844,299</b>	<b>527,600</b>	<b>768,870</b>	<b>906,860</b>
<b>Total Net Committee Requirement</b>	<b>-29,494</b>	<b>-2,313</b>	<b>53,848</b>	<b>261,537</b>	<b>-7,938</b>

Seaford Town Council

Earmarked Reserves Estimated at 31/03/2017

A/C Code	Reserve Details	Opening At 01/04/2016	Transfers To Reserves from General Fund	Transfers to Other reserves	Used To Fund Expenditure	Projected Closing Balance 31/03/2017	Comments
322	EMR Crypt - Ancient Monument	£ 13,269.00	£ -	£ -	£ 8,030.00	£ 5,239.00	£2,030 to fund flooring £6,000 to be used for building works; damp, lighting and new rads
323	EMR Crypt - Professional Fees	£ 8,465.00	£ -	£ -	£ -	£ 8,465.00	
326	EMR Open Spaces	£ 9,276.00	£ -	£ -	£ -	£ 9,276.00	
327	EMR S106	£ 7,010.00	£ -	£ -	£ -	£ 7,010.00	
328	EMR Signage	£ 6,000.00	£ -	£ -	£ -	£ 6,000.00	
334	EMR Seaford Head Nature Reserve	£ 928.57	£ -	£ -	£ 390.00	£ 538.57	Chemical treatment of Cotoneastor To be used to part fund overspend of Service Charge for Church Street
337	EMR Church Street Utilities	£ 3,820.68	£ -	£ -	£ 3,820.68	£ -	
340	EMR Equipment	£ 11,759.00	£ -	£ -	£ -	£ 11,759.00	
342	EMR Tree Planting	£ 7,773.02	£ 1,685.00	£ -	£ -	£ 9,458.02	Transferred £1685 from General Fund to Tree Planting at start of year as per resolution of TC
345	EMR Memorial Bench Maintenance	£ 120.00	£ -	£ -	£ -	£ 120.00	
346	EMR Xmas Lights	£ 1,232.63	£ -	£ -	£ 1,232.63	£ -	To be used towards the Xmas Lighting costs for 2016
350	EMR Greenkeepers Shed	£ 35,000.00	£ -	£ -	£ 35,000.00	£ -	Full amount to be used for the new greenkeepers shed currently being installed.
352	EMR Martello Toilets	£ 23,000.00	£ -	£ -	£ 23,000.00	£ -	Capital receipts from land sale to be used for new toilets so no longer needed
353	EMR External Officer Support	£ 27,137.00	£ -	£ -	£ 14,861.00	£ 12,276.00	£9,884.51 spent in 2015/16 for projects role £4,876 to cover the Projects Officer role 2016/17
354	EMR The Base	£ 10,000.00	£ -	£ -	£ 10,000.00	£ -	To be moved to general reserves
355	EMR The Seaford App.	£ 1,206.00	£ -	£ -	£ -	£ 1,206.00	
358	EMR Community Projects	£ 6,084.00	£ -	£ -	£ -	£ 6,084.00	
359	EMR Coastal Community Bid	£ -	£ 7,106.30	£ -	£ 7,106.30	£ -	To be used to cover the costs relating to the Coastal Community Bid.
	General Fund	£ 102,347.00	£ -	£ -	£ 75,701.00	£ 26,646.00	
	<b>Totals</b>	<b>£ 274,428</b>	<b>£ 8,791.30</b>	<b>£ -</b>	<b>£ 179,141.61</b>	<b>£ 104,078</b>	

Note - Not all of these have been moved on RBS, but are projected amounts for the budget.