



Seaford Town Council

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

**Present:**

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

Thomas Exley, Young Mayor of Seaford  
James Corrigan, Town Clerk – Seaford Town Council  
Georgia Raeburn, Executive Support Officer – Seaford Town Council  
11 members of the public.

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

Apologies for absence were received from Councillor Goodman.

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

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

**C64/10/17 Public Participation**

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


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

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

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

**C65/10/17 Minutes**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

*Councillor Olivia Honeyman, Lewes District Council –*

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

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

*Councillor Phil Boorman, East Sussex County Council –*

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

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

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

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

## **C71/10/17 Martello Toilet Final Design**

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

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

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


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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

The meeting closed at 10.30pm.

*L Wallraven 25/1/2018*

Councillor Linda Wallraven  
Mayor of Seaford