



Seaford Town Council

MINUTES of a **Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 17th October 2019** at **7.00pm**.

Present:

Councillor N Adil (Mayor) and Councillor J Lord (Deputy Mayor).

Councillors P Boorman, L Boorman, M Brown, J Cash, S Dunn, J Edson, M Everden, M Hayder, R Hayder, R Honeyman, O Honeyman, A Latham, J Meek, R Reed, G Rutland, L Wallraven and B Webb.

James Corrigan, Town Clerk – Seaford Town Council

Tony Jackson, Projects & Facilities Officer – Seaford Town Council

Georgia Raeburn, Executive Support Officer – Seaford Town Council

18 members of the public

C54/10/19 Apologies for Absence

Apologies for absence were received from Councillor R Morland.

It was reminded that Councillors ought to be giving reasons for the absence when submitting an apology.

C55/10/19 Disclosure of Interests

There were no interests declared under the Seaford Town Council Code of Conduct or the Localism Act 2011.

C56/10/19 Public Participation

Resident A

Representing a number of residents of Dane Close and the surrounding area, raised concerns with regards to item 15, West View Beach Huts. Having previously raised issues with the West View Beach Huts, now has concerns regarding the proposed re-siting of the Huts going forwards, in particular safety and congestion issues on a shared promenade. Was concerned that despite the Town Council saying planning permission is not needed, their research would differ and suggest it is needed.

This could be covered under the relevant item of the agenda.

Resident B

Regarding item 6a, remarked how impressed he was with the positive engagement and prolific appearances of the Mayor.

Regarding item 12, hoped that the Town Council would not forward this report to Lewes District Council, believing it to be more appropriate to wait for the final report of the Working Party.

This could be covered under the relevant items of the agenda.

Resident C

Gave an update on his involvement with the Health Hub Working Party and subsequent report at item 12. Having worked on the assessment of sites for the Seaford Neighbourhood Plan, was able to bring much knowledge and research from this process to the Working Party. Clarified that at no point were there discussions held on the proposals for a Health Hub at the Downs site and that the wording of the report needed correcting (2nd page, 4th paragraph, last sentence); he did not give any advice regarding the proposed Health Hub. Confirmed that plans B2 and D of the report were not discussed when he was present with the Working Party. Does feel that it would be advisable to ask a professional to review the report at some stage.

Response (Cllr A)

Thanked Charlie Grimble for the invaluable support he has given the Working Party.

Resident D *Raised concerns regarding the processes followed with members of public at the Full Council meeting on 15th August 2019, in particular the refusal to postpone the meeting when all the public could not be allowed entry, and also the poor quality of the video recording from this meeting. Questioned why she had not received a response to her email regarding this meeting. Had further concerns regarding the establishing of the Health Hub Working Party and confusion over bias of members. Also questioned why some residents were allowed in the meeting prior to the front door being opened. Requested an apology from the Council.*

Response (Town Clerk) Clarified that he has no power to postpone a meeting of the Council, so this was not an available option to him on 15th August.

Clarified that he had stated that members may not be able to vote at a Council meeting if they had pre-determined thoughts on the Health Hub Working Party's report, not that they would be barred from being on the Working Party as that has no voting powers.

Explained that the Council had a technician look at the sound system for the camera prior to the last meeting but it subsequently failed.

Confirmed that he has not received any emails from the resident and if he had, he would indeed have replied.

Clarified that the public does not have a right to attend a Council meeting but that the Council does have a duty to provide space for public to attend up to safe numbers. The venue of the Council meetings has a limit of 50 people in the room, which equates to 24 public seats available.

Advised that no residents were given prior access to the meeting room as alleged and that all Councillors in the room would confirm this was the case.

Apologised if the resident was upset by what happened on 15th August but confirmed that he followed the relevant process at all times.

Resident E *Questioned when the minutes of the Extraordinary meeting of the Personnel Committee on 13th September 2019 would be published. Expressed his concern at the process being undertaken with the complaints that were being handled at the meeting.*

Response (Mayor) Confirmed that the complaints are being dealt with and the process is ongoing. An update will be given once available.

Response (Cllr B) Questioned the level of detail known by a member of public of the confidential items of a Personnel meeting.

Resident F *Regarding item 12, feels that a feasibility study would be needed into the Working Party's identification of a building at the north-east corner of The Salts. Would have liked to have seen the report include pros and cons of the options. Also had concerns that option C does not include a unified service, as this would help to improve the efficiency and services provided to residents. Questioned what the next steps are for the Working Party. Lewes District Council are giving this lots of urgency.*

C57/10/19 South Downs National Park Authority Introduction

Vanessa Rowlands, Cuckmere Valley Parish Councillor, gave a brief introduction of her recently acquired role as one of two Parish Council representatives for the South Downs National Park Authority (SDNPA).

SDNPA adopted its 2020-2030 Local Plan in July 2019. SDNPA is currently the preferred bidder for the Seven Sisters Country Park; they hope to have this finalised by April 2020.

Vanessa is on the Planning Committee at SDNPA and is keen to maintain an open dialogue with Parish and Town Council's in East Sussex. The Town Council will contact Vanessa regarding attendance at the Strengthening Local Relationships (SLR) meetings.

As a Councillor for Cuckmere Valley Parish, Vanessa provided an update on the current flooding issues around Cuckmere, which are the worst witnessed in decades. The Water Level Management Board have agreed funding for deshingling of the tributaries that lead into the Cuckmere River, they are just waiting approval for the work to be carried out.

Vanessa was thanked for attending and the information conveyed.

C58/10/19 Minutes

The Council thanked Geoff Johnson, Planning Officer, for all his additional work on a recent planning application.

The Council had a discussion surrounding minutes of an Extraordinary meeting of the Personnel Committee held on 13th September 2019.

(The meeting was postponed briefly to allow the Clerk to consult Standing Orders and check the legality of a proposal at the meeting with no prior written notice – the proposal was not upheld as prior written notice would need to have been given.)

It was **PROPOSED** to **BRING FORWARD** agenda item 6b, Young Mayor's Update; this **MOTION** was **CARRIED**.

C59/10/19 Young Mayor's Report

James Jenkins, 2019-2020 Young Mayor, provided an update on his ambitions to fundraise for two water stations, hopefully for The Salts and the seafront. There are various fundraising activities planned both within the school and in the community, such as cake sales, non-school uniform days, bag packing at Morrisons etc.

James is also working with the school to reduce the use of single-use plastics and also looking at the option of solar panels on the roof. James is also looking at options for tree planting; Cllr Lord can provide some trees and The Young Mayor will liaise with the Tree Wardens too.

Seaford Youth Forum have recently installed two bike racks and repair stations along the seafront.

The Young Mayor attended Ancey School with the Mayor recently to give a presentation on the role of Young Mayor, which was well received, and is hoping to do these at other schools.

C58/10/19 Minutes (continued)

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

C58.1	Full Council	15 th August 2019
C58.2	Finance & General Purposes	26 th September 2019
C58.3	Golf & The View	3 rd September 2019

The Council continued to discuss the minutes of the Personnel Committee meeting on 13th September 2019; legal advice is being sought on these by the Chair of Personnel and until this is received, no further update can be given.

C58.4	Personnel	12 th September 2019
C58.5	Planning & Highways	8 th August 2019
C58.6	Planning & Highways	29 th August 2019
C58.7	Planning & Highways	19 th September 2019

C60/10/19 Mayor's Report

The Council considered report 81/19 presenting the Mayor's Report and details of engagements.

Councillors congratulated the Mayor on her business and presence over the recent months. Clarity was sought on a radio interview with the Mayor; this was given. The Mayor's Certificate of Appreciation scheme was discussed and how this compliments the annual Mayor's Awards, which are a more formal recognition with nominations being submitted.

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

C61/10/19 Clerk's Report

The Council considered report 89/19 presenting the Clerk's update report from August 2019 to date.

The Clerk gave a verbal update on various items of the written report, including the effect of the recent weather on takings at the golf course and The View, the change to a polling station to prevent Cradle Hill School being closed for elections/referendums, the Seaford Neighbourhood Plan progress and the imminent Inspector's report, changes within the Council's staff team for which a report will be presented to the next Personnel Committee meeting and ongoing works at Talland Parade, for which the Clerk has seen a work schedule which is beginning to get underway but noting that Council officers have no powers other than the power of persuasion. .

Councillors asked questions surrounding scaffolding at Talland Parade and the intentions for South Hill Barn, and congratulated the Council team on the handling of the recent unauthorised traveller visit and the lamppost poppies which can be seen around town.

The Clerk confirmed the position with the scaffolding at Talland Parade and the neighbouring Listed building, and the plans to look at South Hill Barn for use as a venue, as per the Council's Strategic Objectives.

Councillors discussed the timing of the Committee Chairs Management Group meetings; it was suggested that these be rescheduled for late afternoon and that members respond to an email sent by Councillor Brown asking for alternative times.

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

C62/10/19 District / County Councillor Update Report

Cllr Liz Boorman, Lewes District Councillor –

Confirmed that Lewes District Council's Scrutiny Panel will be presenting a report to Cabinet on the Health Hub proposals on 2nd December. The Council is also looking at ways to increase recycling rates for residential flats. The Neighbourhood First teams will also be patrolling Seaford more in an effort to reduce instances of fly tipping.

Cllr Phil Boorman, East Sussex Councillor –

Confirmed that East Sussex County Council has committed to aim for zero carbon emissions by 2050 or sooner. The Council has also committed itself to working against modern slavery. The Council were pleased to report an increase to 64% positive GCSE results. Despite the planned closure of Children's Centre buildings, the services will still be available to those who need it, with home visits able to be carried out and the possibility of hiring venues if a presence is needed. There was lobbying regarding stopping the County Council investing in fossil fuels to fund the staff pension scheme.

C62/10/19 Councillor Training Attendance

The Council considered report 75/19 presenting an update on the training attendance record for Councillors for the 2019-20 Municipal Year to date. Additional training topics were requested to be included in future training, including Data Protection, SIRAS and Chairing of Meetings/Committees; these will be added to the training program.

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

C63/10/19 Annual Governance and Accountability Return (AGAR) 2018-19 Update

The Council considered report 78/19 presenting an update on the status of the AGAR for the 2018-19 Financial Year. The Clerk complimented Lucy Clark the Finance Manager for her excellent work and clarified the figures in Box 7 of the AGAR and how these can appear misleadingly inflated due to income from the coming Financial Year already having been received.

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

C64/10/19 2020-2021 Meeting Timetable

The Council considered report 76/19 presenting a proposed meeting timetable for the 2020-21 Municipal Year. A discussion was held over the timing of the Town Forum and moving this to the end of the Municipal Year, rather than start.

It was **RESOLVED** to **ADOPT** the 2020-2021 meeting timetable with the amendment of the Town Forum to 4th May 2020 and 5th May 2021.

C65/10/19 Health Hub Working Party Interim Report

The Council considered report 79/19 presenting the interim update report from the Health Hub Working Party.

It was **PROPOSED** that the name of the working party be changed to GP & Healthcare Services Accommodation Working Party to better reflect the purpose of the group and its non-involvement with the Health Hub proposals at the Downs site; this **MOTION** was **AGREED**.

The Council discussed the report, the appropriateness of submitting this to the District Council, the next steps of the Working Party and its possible involvement with the Seaford Health Stakeholders Group.

It was **PROPOSED** to **NOTE** the content of the report and **NOT TO SUBMIT** this to Lewes District Council; this **MOTION** was **CARRIED**.

C66/10/19 2019 Christmas Shutdown

The Council considered report 77/19 regarding a shutdown of the Council offices over the Christmas period. Clarity was sought by Councillors on the annual leave requirements, lone working protocols and risk assessments, out of hours contact arrangements and closure of The View on Christmas Day.

It was **RESOLVED** to **APPROVE** the closure of the Council offices from 4.30pm on Friday 20th December 2019 to Wednesday 1st January 2020 inclusive.

C67/10/19 Allocation of Responsible Financial Officer Role

The Council considered report 82/19 regarding the temporary allocation of the Responsible Financial Officer responsibilities and duties to the Town Clerk until a replacement is recruited.

It was **RESOLVED** to **AGREE** to the temporary allocation of the Responsible Financial Officer responsibilities and duties to the Town Clerk until a replacement is recruited.

C68/10/19 West View Beach Huts

The Council considered report 80/19 providing an update on the first year of the West View Beach Huts and changes that are proposed for year 2 following public feedback. The Projects & Facilities Manager provided an overview of the report and gave an update on the review by the District Council as to whether or not planning permission is needed; the Town Council is yet to receive an update.

It was **PROPOSED** to **DELEGATE** this matter to the Community Services Committee to consider and discuss in more detail at its next meeting in November or the following meeting; this **MOTION** was **CARRIED**.

C69/10/19 Councillor Motion: Declaration of Climate Emergency

The Council had an in-depth discussion surrounding report 83/19 following Councillor Meek's elaboration on his motion put forward regarding declaring a state of climate emergency. It was confirmed that in July, 247 District and Town Councils in the country had declared a state of climate emergency, including Lewes District Council, who the Clerk will approach for further information.

It was **PROPOSED** to **AGREE** that Seaford Town Council is aware of the possible risks to the town regarding climate change and will form a Working Party to consider the situation in the town and to bring forward a series of specific, costed recommendations for climate change adaption actions and amelioration measures here in Seaford. With reports presented to the Town Council for consideration and possible action in 3 and 6 and 9 months from the date of the Working Party's first meeting; this **MOTION** was **CARRIED**, furthermore that the Climate Change Working Party shall comprise of Councillors Cash, Edson, Everden, Latham, Meek and Reed.

C70/10/19 Policy Review: Code of Conduct

The Council considered report 84/19 presenting a revised Code of Conduct for Members for adoption, discussing various changes to the document in both the Seven Nolan Principles and breakdowns of bullying and harassment.

It was **RESOLVED** to **ADOPT** the revised Code of Conduct for Members as presented with report 88/19.

The meeting closed at 9.53pm

Councillor Nazish Adil
Mayor of Seaford