



Seaford Town Council

MINUTES of a Meeting of the **Full Council** held via Zoom on **Thursday 28th January 2021** at **7.00pm**.

Present:

Councillor J Cash (Deputy Mayor as Chair).

Councillors N Adil, D Argent, M Brown, S Dunn, J Edson, M Everden, M Hayder, R Hayder, O Honeyman, R Honeyman, J Lord, J Meek, G Rutland and L Wallraven.

Chanel Pritchard, Young Mayor

Adam Chugg, Town Clerk

Isabelle Moulard, Assistant Town Clerk

Georgia Raeburn, Executive Support Officer

Karen Singleton, Responsible Financial Officer

Lucy Clark, Finance Manager

Tony Jackson, Projects & Facilities Manager

There were eleven members of the public.

C75/01/20 Apologies for Absence

Apologies for absence were received from Councillors Boorman, Morland and Reed.

C76/01/20 Disclosure of Interests

There were no disclosures of interests.

C77/01/20 Public Participation

<i>Resident A</i>	<i>Supported the motion for a Climate Action Day. As Seaford Town Council has declared a climate emergency, it should now hold an event to explain what this means to residents and give a chance for them to ask questions. Seaford Environmental Alliance (SEA) will help in any way to make that happen, including working with organisations it has had support from with previous events.</i>
Response	Thanked the resident for their comments.
<i>Resident B</i>	<i>Supported the motion for a Climate Action Day, in particular being an outside event. Feels the first stage is education and awareness and offered their help in addition to the groups mentioned in document that will want to help.</i>
Response	Thanked the resident for their comments.
<i>Resident C</i>	<i>Supported what the previous two residents had said. As a member of SEA, feel there is lots of people that would get behind this initiative and come together as a community. Hopes with the Town Council support this will be a great success.</i>
Response	Thanked the resident for their comments.

C78/01/20 Minutes

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

C78.1	Community Services	26 th November 2020 – virtual. With the amendments as shown on the agenda.
C78.2	Finance & General Purposes	17 th December 2020 – virtual. With the amendments as shown on the agenda.

C78.3	Full Council	12 th November 2020 – virtual
C78.4	Golf & The View	1 st December 2020 - virtual
C78.5	Planning & Highways	19 th November 2020 – virtual
C78.6	Planning & Highways	10 th December 2020 - virtual
C78.7	Planning & Highways	5 th January 2021 - virtual

C79/01/20 Civic Reports – Mayor’s Update Report

The Town Council considered report 112/20 presenting the Mayor’s Update Report and Engagements from October 2020 to January 2021.

Appreciate all he does during this challenging year,

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

C80/01/20 Civic Reports – Young Mayor’s Update

The Young Mayor provided a verbal update on her fundraising since September 2020; she has raised over £1,200 from activities such as a 30 mile bike ride, a raffle and an auction for a voucher for ‘etch’ the Brighton restaurant owned by Masterchef winner Steve Edwards. The Rotary Club also kindly donated £100 to her fundraising; she hopes to use this to obtain an in-demand piece of clothing to then hold a raffle to win.

Full Council thanked the Young Mayor for the update and her proactive work in office since May 2020.

C81/01/20 Climate Change Working Group Update Report

The Town Council considered report 120/20 presenting the update report from the Town Council’s Climate Change Working Group and the recommendations within.

The Chair of the Working Group introduced the update report of the Group and took questions from members. The Clerk explained that a further update report will be presented to the next Full Council meeting and Officers are clarifying the arrangements for the Seaford Community Partnership Lottery Project sub-groups.

(7.26pm – *The Young Mayor left the meeting*)

C81.1 It was **RESOLVED** to **NOTE** the contents of the report.

C81.2 It was **RESOLVED** to **AGREE** that the Council acknowledges that having declared a Climate Emergency last year the Council now has a duty to take action with initiatives that will address the dangers that the town faces through Climate Change impacts.

C81.3 It was **RESOLVED** to **AGREE** to host a day or weekend on The Salts to inform and educate residents about the impacts of Climate Change locally and how the community can prepare and act to lessen these impacts. It is suggested this be planned for July/August, COVID-19 developments allowing.

C81.4 It was **PROPOSED** to **AGREE** that the purpose of the Climate Change Working Group be amended to ‘*Considering and ongoing monitoring of the climate change situation in town and bringing forward recommendations for climate change actions/amelioration measures; reporting back to Full Council as and when required*’; this **MOTION** was **CARRIED**.

C82/01/20 District & County Councillor Update Report

Cllr Christine Brett, Lewes District Council –

Informed the meeting that Lewes District Council had recently announced that its green waste bins could only be paid for by online system, which caused issues for residents. This has now been rescinded and residents should receive a letter about telephone payments still being available.

C83/01/20 COVID-19 Position Statement – 5th January 2021

The Town Council considered report 123/20 presenting the Town Council's COVID-19 Position Statement from 5th January 2021 for noting.

It was **RESOLVED** to **NOTE** the contents of the Seaford Town Council COVID-19 Position Statement 5th January 2021.

C84/01/20 Town Clerk's Update Report

The Town Council considered report 125/20 updating Councillors on initial work undertaken by and work priorities for the new Town Clerk.

The Town Clerk introduced his update report and gave an overview of his first two months at the Town Council. Members thanked the Town Clerk for the update and his work in post to date.

(7.37pm – Two residents left the meeting)

It was **RESOLVED** to **NOTE** the contents of the report and the priorities within.

C85/01/20 Conclusion of Annual Governance and Accountability Return (AGAR) 2019-20

The Town Council considered report 116/20 updating the Council on the status of the 2019-20 AGAR.

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

C86/01/20 Full Council Draft Budget 2021/22

The Town Council considered report 118/20 presenting the Full Council Draft budget for 2021/22 and projected budgets to 2025/26.

The RFO introduced the report and clarified a small change to the figure for the Salts tennis courts project. Members discussed the precept setting in great depth.

C86.1 It was **RESOLVED** to **SET** the 2021/22 Precept at £984,150 and a Band D of £104.06.

C86.2 It was **RESOLVED** to **NOTE** the Projected budgets for the years 2022/23, 2023/24, 2024/25 and 2025/26.

C86.3 It was **RESOLVED** to **AGREE** to budget to add at least £100,000 per annum to the General Reserve until the General Reserve is at least £500,000 or equal to 50% of the Precept, whichever is the higher.

C86.4 It was **RESOLVED** to **APPROVE** expenditure budgeted to and from Earmarked Reserves as set out in 2.7 of report 118/20.

(8.06pm – A resident left the meeting)

C87/01/20 Financial Regulations Review

The Town Council considered report 111/20 presenting the review of the Council's Financial Regulations.

It was **RESOLVED** to **ADOPT** the revised Financial Regulations as presented in report 111/20, with any necessary corrections to page numbers.

(8.09pm – A resident left the meeting)

C88/01/20 Council Tax Communication

The Town Council considered report 113/20 presenting the options for communicating the Seaford Town Council Precept demand to the community.

C88.1 It was **RESOLVED** to **APPROVE** a Council Tax Leaflet being printed to accompany the Lewes District Council Tax Bill.

C88.2 It was **RESOLVED** to **NOTE** the other methods of communication of the Seaford Town Council Precept demand being via press release, Seaford Town Council and Lewes District Council's website and Facebook.

C89/01/20 Councillor Communication Methods

The Town Council considered report 124/20 and entered into a discussion on the methods of internal communication within the Town Council.

The Town Clerk introduced the purpose behind the agenda item and welcomed feedback on internal communications within the Town Council. Members discussed a variety of communication concerns and ideas for improvements.

It was **RESOLVED** to **NOTE** that Officers will review the discussion points of Members and then consult with the Committee Chairs Management Group members before implementing/trialling any changes that can be made to current communication methods.

The meeting closed at 8.33pm.

Councillor Jean Cash
Deputy Mayor of Seaford