



Seaford Town Council

To the Members of the Community Services Committee

A Meeting of the **Community Services Committee** will be held electronically via Zoom* on **Thursday 29th April 2021 at 7.00pm**, which you are summoned to attend.

Adam Chugg
Town Clerk
23rd April 2021

***see overleaf for important information to join virtual meeting and accessing password**

PLEASE NOTE THAT THIS MEETING WILL BE VIDEO RECORDED

AGENDA

1. Apologies for Absence

To consider apologies for absence.

2. Disclosure of Interests

To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

3. Public Participation

To deal with any questions, or brief representations, from members of the public in accordance with relevant legislation and Seaford Town Council Policy.

4. [Projects & Facilities Manager's Update Report](#)

To consider report 167/20 informing the Committee on progress and actions relating to the Town Council's assets, services and projects (pages 3 to 12).

5. [Staycation 2021 – Community Services Projects](#)

To consider report 170/20 informing the Committee on progress and actions relating to projects highlighted in the 'Staycation' - Plans for Spring/Summer 2021 Report 156/20 (pages 13 to 19).

6. [Clubhouse Renovations – Seaford Town Football Club & Seaford Rugby Club](#)

To consider report 171/20 informing the Committee on proposed renovation works to be carried out at the Rugby Club clubhouse at The Salts Recreation Ground and the Seaford Town Football Club clubhouse at The Crouch (pages 20 to 29).

7. [Seaford Contemporary Illustrators & Printmakers \(SCIP\) Beacon Project 2022](#)

To consider report 172/2 presenting details of SCIP's proposed Beacon Show exhibition for 2022 (pages 30 to 31).

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

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Telephone: 01323 894 870 (*please note that due to working from home, this phone line is not currently manned, so please leave a voice message and this will be picked up and forwarded to the relevant member of staff to deal with*)

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

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<https://zoom.us/j/93949101848?pwd=TWZ1b0VONCtWdVF1dkZnU1djM2dKZz09>

Meeting ID: 939 4910 1848

Password: (to ensure online security it is recommended that meeting passwords are not publicised and are given directly to those intending to attend the meeting. Please therefore email admin@seafordtowncouncil.gov.uk for the password at least 24 hours before the scheduled meeting date)

Telephone number to join by audio only: 0131 460 1196 (you will be prompted to enter the meeting ID and password before joining the meeting)

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Agenda Item No:	4
Committee:	Community Services
Date:	29th April 2021
Title:	Projects & Facilities Manager Update Report
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform the Committee on progress and actions relating to Seaford Town Council's assets and services.

Recommendations

The Committee is recommended:

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

1. Projects and Facilities Information

1.1 The Salts

Tennis Courts

Total project costs are estimated at £191,050. Officers have secured £106,050 of external funding towards the project, the Town Council is also making a £20,000 contribution.

At the Full Council meeting on the 18th March 2021, Councillors approved giving delegated power to the Town Clerk and Responsible Finance Officer (RFO) to apply for borrowing approval of up to £65,000 from the Secretary of State.

Application forms were sent in last month, but it can take up to three months for a response.

If successful, officers will be able to apply for a 10-year, interest free loan from the Lawn Tennis Association, which will cover all the remaining project costs.

Tenders for the works (tennis courts and flood lighting) were received last year before the outbreak of the pandemic. Preferred contractors have been chosen, but officers will not be able to award contracts until all funding is in place.

It is still hoped to have the project completed later this year.

Phase 2 CCTV - On Hold

Approximately 60% of the project was completed in 2019 with the second part of the project on hold until 2022.

Salts Improvement Plan Proposal - On Hold

A presentation was given to Town Councillors in December 2019 regarding the proposal and a report taken to the Full Council meeting on 23rd January 2020.

The report recommended approving a specialist grant management and landscaping services organisation, Groundwork South, to work with the Town Council on developing the plan and providing support with large grant funding applications.

It was hoped £15,000 would be set aside in next year's budget for work to continue, however this has now been put back to 2022.

Playground

Although the playground equipment remains in very good condition, some of the paths and surrounding areas have become quite worn. Officers are obtaining quotes to re-landscape these areas. Once quotes are in place, officers will be applying to the National Lottery Awards For All scheme in the hope of obtaining grant funding for all, or at least part, of the work.

1.2 Seafront Improvement Plan

Martello Toilets and Café

A full report regarding the project was taken to the Full Council meeting on 18th March 2021. It was noted that the project is still in the running for full or partial funding from the National Community Lottery Fund, but at this stage they require further, more detailed information about the project. Officers are currently working with an architect and quantity surveyors to put together a more detailed specification which will include detailed project costs.

The recent sale of the remaining Bönningstedt Beach Huts means that the Town Council, if necessary, will be in a position to top up any funding received.

Officers are also using this time to collate letters of support for the project and investigate further funding opportunities.

Bönningstedt Beach Huts

These have now all sold, bar one, which is rented until March 2022. There has been much interest in the remaining hut, so officers are keeping details of anyone interested so they can be contacted when the hut becomes available.

Seasonal, short-term rent beach huts/concession huts/temporary toilets

Following a successful planning application, it is hoped to have the huts back up and running for the beginning of May.

The beach huts will be located on the beach side of the promenade, so renters don't spill out onto the shared walkway. The huts will also only be available for weekly, not daily, hire. This will mean they can be thoroughly cleaned between rental periods.

The concession huts will be in pairs, so queues can form either side.

There will be two porta-toilets located in front of the Sunken Gardens either side of one of the pairs of concession huts.

Water Bottle Refill Stations

All five stations are now in place and working.

Officers have managed to secure sponsorship all the stations. Funds from sponsorship will go towards the servicing, upkeep and eventual replacement of the stations.

Bönningstedt Wall

Full Council approved the allocation of £50,000 to build the wall to the front of the Bönningstedt Huts at the Full Council meeting in January 2021. It was hoped to have this in place for summer 2021, but due to time constraints this has not been possible.

Tenders will now go out later this year with the construction work to happen around September/October.

Electric Point for Bönningstedt Ice Cream Concession

It was hoped to have this in place for the beginning of April. However, on further investigation of the works proposed, which was to run an armoured cable along the promenade wall approximately 30cms above ground, officers felt other options need to be considered first. Although the cable will be safe and secured, some members of the public may find the cable an eyesore. Officers will look to present options at either the next Council or Community Services meeting.

In the meantime, the ice cream van will continue to run off a generator. Although not ideal, the concession trader in place does have better maintained, newer vans than have been at the site in previous years.

1.3 Other Projects

South Hill Barn Repairs/Renovations

A budget of £5,000 has been set in the 2021/22 budget to spend on repair works to both the main and side barn to carry out improvement works and make them more desirable to rent out.

War Memorial

This year is the centenary of the Sutton Road War Memorial. Councillors have worked with officers to secure funding for the renovation of the war memorial. Works will involve cleaning the stone and repainting the names of the fallen. Works are due to be completed by Remembrance Sunday.

Rainbow Bench

The Chair of the Community Services Committee has expressed an interest for the Council to install a Rainbow Bench to recognise the effort of the community during and in response to COVID-19.

The Chair would like to facilitate a discussion at this Committee meeting. If there is support for this proposal, officers will bring a report to a later Community Services meeting with full details for approval prior to the project getting underway.

Projects Overview List

Please see the list at [Appendix A](#).

This is a working document and is subject to change; for example, if additional funding is received or projects are reprioritised.

1.4 External Grants

The Town Council's Grants Administrator continues to investigate funding streams for projects. Recently, these have included the Martello Toilets and Sutton Road War Memorial projects.

Current Year's Grant Applications

Purpose	Grant Organisation	Amount	Status
Salts Tennis Courts	CIL 1 st Bid	£20,000	Successful
Salts Tennis Courts	Sports England	£40,000	Successful
Salts Tennis Courts	CIL 2 nd Bid	£40,000	Successful
Salts Tennis Courts	LTA contribution	£7,000	Successful

Martello Toilets and Cafe	Community Lottery Fund	£341,000	Pending
Water Refill Stations	CIL	£2,972.22	Successful
Christmas Magic Seaford Star Gazing Trail	Chalk Cliff Trust	£903	Successful

1.6 Filming and Photography

Towards the end of the financial year there have been several enquiries for filming and photo shoots on Seaford Head Nature Reserve and at Hope Gap. However, due to lockdown many shoots were not able to take place.

There have been several news crews and student films that have gained permits for filming in Seaford. Silent Witness filmed their final episode of the new season in December and came back in March to get some extra shots.

The Town Council's Film & Liaison Officer has been working hard with all current enquiries making sure they are COVID-19 safe. All crew are wearing PPE and a medic is onsite taking everyone's temperature at the beginning of each day.

The Film & Liaison Officer continues to manage enquires into bookings, for all locations. Spring is starting to get busy with a fashion shoot taking place for Lee jeans, Warehouse and a potential Netflix drama planning to come for one day in May.

1.7 Events

Sussex Day, which is held to the closest Sunday to its official date of 16th June, will be kept low key, with the raising of the flag with the Town Council's Mayor and Mayoress.

The official date to hold and celebrate Armed Forces Day is the Saturday after all national lockdown restrictions are due to be lifted. Due to a number of risk factors and other organisations across the country postponing their events to June 2022, Council Officers in consultation with the Armed Forces Committee have taken the decision that the 2021 Armed Forces Day will not be taking place. The Town Council will mark the day by arranging for the Armed Forces flags to be flown at the Sutton Road War Memorial for the weekend. Town centre shops will be encouraged to dress their windows and the Town Crier will be invited to cry around the town over that weekend to help raise awareness of the importance of the weekend.

Christmas Magic 2021; Officers would like to still explore holding the event within the Crouch Gardens, whereby market holder stalls could be placed within a one-way system, with controls over the numbers entering and exiting the event. This option is being considered due to the risk of COVID-19 restrictions returning for winter.

Other Events 2021; Officers have dealt with enquiries to hire Martello Fields and The Salts this summer for events which include; the return of the funfair, both the Rotary and Scouts boot fairs, a Climate Change Awareness Day, a Save Our Charities event, a 'Over the Rainbow' charity walk, an Artwave boot fair and Seaford Bonfire Night.

1.8 Concessions

Concessions have managed to trade as takeaways only during the third lockdown. All of last year's mobile and West View concession hut traders wish to return to trade for summer 2021.

West View Concession Huts

The Council is working to have concession huts installed and open to trade by 1st May 2021. All of last year's traders would like to return for summer 2021 season.

Bönningstedt Ice Cream Tender

The tender has been awarded to Carnival Ice Cream, on a 5-year basis from 1st April 2021.

Yarworth's Fish

Started trading for the spring/ summer season on 1st April 2021 at Bönningstedt Promenade.

Water Sports Concession

Skipper Water Sports hope to resume trading this year, although Seaford Lifeguard's have informed the Town Council that there will be a limited service. Further investigations by officers are being undertaken to see how this would affect the concession operating safely this summer.

Hot on the Beach

This is a new mobile pop-up sauna concession to start trading in May 2021 at Bönningstedt Promenade. Further details are in the Staycation 2021-Community Services Projects Report 170/20 elsewhere on this agenda.

Crepes De La Crème

The concession holder has put forward an application to open a mobile horse box, food & drink concession at the new site at Bönningstedt Promenade, which Council officers have accepted. The decision to have an additional refreshments concession on the seafront is a direct response to the increase of visitors expected.

Billy's Beach Hut

This is new concession selling locally homemade candles and will also trade at South Hill Barn one day a week.

1.9 Leases

A new 50-year lease has been agreed with Seaford Rugby Club for the clubhouse in The Salts. Officers are currently working on renewing the lease for Seaford Town Football Club in The Crouch.

1.10 Staycation 2021

Officers are working on three projects, please see separate report 170/20 elsewhere on this agenda.

1.11 Friends of Local Green Spaces

Officers are currently meeting various local groups such as Trees for Seaford and the Seaford Community Partnership with regard to setting up 'friends of' groups for some of the Town Council owned green spaces.

1.12 Assets Working Group

Council officers and the Chair of the Assets Working Group have put together proposals for discussion at the next working group meeting in May. A report on proposals and progress so far will be presented at the Full Council meeting on 20th May 2021.

2. Financial Appraisal

The Committee is not being asked to make any financial decisions as a result of this report.

3. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Project and Support Manager



Town Clerk



Report 167-20 Appendix A – STC Projects Overview April 2021

Project	Description	Total Cost	STC Contribution	CIL/Grant Funded	Notes	Priority
Bönningstedt Wall	Low level wall to go in front of the Bönningstedt beach huts to give protection from shingle and debris washed up in the winter.	£50,000	£50,000	No	Tenders to go out over the next couple of months. Construction work to take place Sept/Oct 2021	HIGH
Martello Toilets and Café	Demolish existing Martello toilets. New build to house toilets, changing places room and two concessions.	£400,000	Unknown	Yes, could be partly funded	Officers putting together a detailed spec to send to National Community Lottery Fund.	HIGH
Water Refill Stations	Installation of four water refill stations along the seafront.	£5,972	£3,000	Yes (Partial)	Works completed bar snagging.	HIGH
New Pump and Pumphouse	Installation of two pumps for Seaford Head Golf Course. Includes new pumphouse and removal of old pumphouse	£39,000	£39,000	No	Works completed bar snagging.	HIGH

Project	Description	Total Cost	STC Contribution	CIL/Grant Funded	Notes	Priority
Electric Point to Bonningstedt Concession	Install electric point and meter for the Ice Cream Concession at Bonningstedt.	£2,000	£2,000	No	Currently being investigated on how best to install cabling.	MED
Salts CCTV	Complete CCTV install to the Salts Recreation Ground.	£5,000	£4,500	Possibly	To install cameras in areas not covered within the 19/20 project. Costs include £500 contribution from Rugby Club. Project put back to 22/23.	MED
Martello Fields Fence	Fence replacement	£30,000	£30,000	Possibly	Fencing in bad state of repair, work can happen gradually over a few years to spread the cost. Officers to look into funding opportunities.	MED
South Hill Barn Repairs	To carry out works to the Barn to make it more suitable for a broader range of uses and therefore provide the opportunity to generate further income and make use of this unique asset.	£5,000	£5,000	No	Work planned for 21/22.	MED
Salts Tennis Courts	Refurbishment of three tennis courts to include electronic booking system and floodlighting.	£194,000	£20,000	Mainly grant and loan funded	Project to hopefully go ahead Summer 2021, subject to approval from the Secretary of State to apply for an interest free Lawn Tennis Association loan.	MED

Project	Description	Total Cost	STC Contribution	CIL/Grant Funded	Notes	Priority
Salts Playground	General renovation works to include improved pathways and general ground covering.	tbc	tbc	Possibly	Quotes are being obtained for renewal of pathways and areas around some of the equipment which is badly worn. Once quotes are in, officers will apply for a National Lottery Awards for All grant for either all or part of the works.	MED
Seafront Bins	Replace bins (normal and recycled waste) the whole length of the prom.	£25,000	£25,000	Possibly	Existing bins old, many are broken but still usable. Currently no provisions for recycling of waste. Project put back to 22/23.	MED
Salts Development Plan - Feasibility Works	STC officers to work with specialist grant management and landscaping services organisation, Groundwork South, to develop the plan and support STC with large grant funding applications.	£15,000	£15,000	No	Project agreed with Council earlier in the 20/21 year. Project put back to 22/23.	LOW
Old Town Hall	Works highlighted in condition survey.	£20,000	£5,000	Possibly	Will look at various funding options.	LOW
Seafront Sandpits	Install two sandpits along the seafront - part of Seafront Improvement Plan.	£5,000	£5,000	Yes	Will look at various funding options.	LOW
Seafront Trees	To plant trees along the seafront - part of the Seafront Improvement Plan.	£10,000	£10,000	Possibly	Many believe the project is impractical due to the harsh environment, suggest relooking at project when Seafront Improvement Plan is reviewed.	LOW

Project	Description	Total Cost	STC Contribution	CIL/Grant Funded	Notes	Priority
South Hill Barn Development Plan	Professional costs to further develop plan.	£5,000	£5,000	No	-	LOW
South Hill Barn	Building works recommended by structural report.	£20,000	£20,000	No	Most high priority remedial works have already been carried out.	LOW
Martello Tower Survey	Professional fees to carry out condition survey.	£3,000	£3,000	No	Provisional survey has already been carried out. A further, more thorough survey is required.	LOW
Various sites	Plant 1,000 whip trees	£2,000	£0	No	Costs covered by Tree Wardens EMR. Need to identify sites.	LOW



Agenda Item No:	5
Committee:	Community Services
Date:	29th April 2021
Title:	Staycation 2021-Community Services Projects
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform the Committee on progress and actions relating to projects highlighted in the 'Staycation' – Plans for Spring/Summer 2021 Report 156/20 by the Town Clerk

Recommendations

The Committee is recommended:

1. To note the contents of the report.

1. Introduction

- 1.1 The Town Clerk presented report 156/20 'Staycation' – Plans for Spring/Summer 2021 at the Full Council meeting on 18th March 2021. The report noted that 2021 will almost certainly see an increase in visitors.
- 1.2 The report detailed plans to prepare for this as well as capitalising on the additional income this could bring in for both the Town Council and local traders.
- 1.3 This report will update members on the various projects that were delegated to the Community Services officers.

2. Martello Fields Parking

- 2.1 Enable the east Martello field to be used for parking on busy periods on the seafront. This is to be in partnership with local charities, where they manage the fields on particular days and reap the financial benefits from this.
- 2.2 Officers have issued a Press Release as well as directly contacting local charities. So far three organisations have expressed an interest.

3. Additional Concessions

- 3.1 Officers are very conscious of striking the right balance between increased concession income and maintaining the look and feel of the seafront and also not to impact other businesses negatively.
- 3.2 With this in mind, two additional concessions will be added along the promenaded at Bönningstedt this summer.
- 3.3 These will be an outdoor sauna 'Hot on the Beach' ([see Appendix A](#)) and a drinks and snack kiosk.

4. The Salts/Crouch

- 4.1 Hire spaces/areas for activities such as climbing walls, inflatables, small funfair rides, outdoor theatres and exercise classes.
- 4.2 Officers are currently contacting various companies. As of writing this report, there are no firm bookings.

5. South Hill Barn Car Park

- 5.1 Due to many people no longer using cash, officers were asked to look at an electronic donation app for voluntary parking fee donations at South Hill Barn car park to complement the existing donation box.
- 5.2 Officers are progressing with looking at various options open to the Town Council and will look to present a report to the Full Council meeting in May.

2. Financial Appraisal

The Committee is not being asked to make any financial decisions as a result of this report.

3. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Project and Support Manager



Town Clerk



Report 170/20 Appendix A

Seaford Town Council have been approached by business owners with regards to placing a mobile pop-up 'sauna experience' concession on Bönningstedt Promenade, Seaford.

If approved the concession would be introduced to trade for 1-6 weeks. Starting June/July but not being at the site over August and returning in September.

The mobile sauna unit will be 3.5x2 metres, with solar panels fitted, wood fired and using water from the sea for users to be able to cool off.

Using overall 30m² for the pop-up site at Bönningstedt. The concession will also include deck chairs and a fire pit for use during a user's session. All equipment will be put away at the end of the day into storage.

Waiver and safety information will be included during the booking process, which can be accessed online.

The sauna can accommodate up to six people at one time, covid guidelines being adhered to. The sauna will be cleaned between each session.

The owners discovered the joy of a wild-sauna and want to bring the pop-up concession to their favourite place for all to enjoy the health benefits.

Other beach locations have enjoyed a mobile pop-up 'sauna experience', Beach Box in Brighton, Fire Salt & Sea in Worthing and Haeckel's in Margate, making them staycation hits during 2020.

Bönningstedt Promenade has been identified as an ideal location for the mobile pop-up sauna experience, due to the width of promenade available that easily allows for the concession (on the stepped up section of promenade) and still plenty of space for other users.

This pop-up concession would trade under Seaford Town Council's concession arrangements, being invoiced at £150 per month.

See below for a presentation provided about the proposal.

Pop-up Sauna Experience Seaford Beach

An all-weather draw-card
that's simply good vibes

We are ...



Roz left a successful career in advertising and film production to set up her own business representing installation artists for their commercial projects. Roz is currently Press Officer at Newhaven Lifeboat.

She loves all things water related and can be found swimming with the year-round Seaford Mermaids.



Mark has spent the last twenty years working for leading Silicon Valley technology companies. Growing and managing new business teams. Most recently driving a European division into a new market.

He loves the great outdoors. Spending time on his bike, sailing, paddle boarding. Or simply hanging out on the beach with the family.

Our Vision

POP UP

A mobile, wood-fired, sauna on Seaford beach.



Joy & Health Benefits of the Wild Sauna

- ✓ Breathe fresh air
- ✓ Chance to take in the horizon
- ✓ Sociable and peaceful
- ✓ Gets your heart rate up
- ✓ Increases your metabolism
- ✓ Detoxifies and improves the body's immune function
- ✓ It's relaxing
- ✓ Helps you sleep more deeply

Our Vision

POP UP

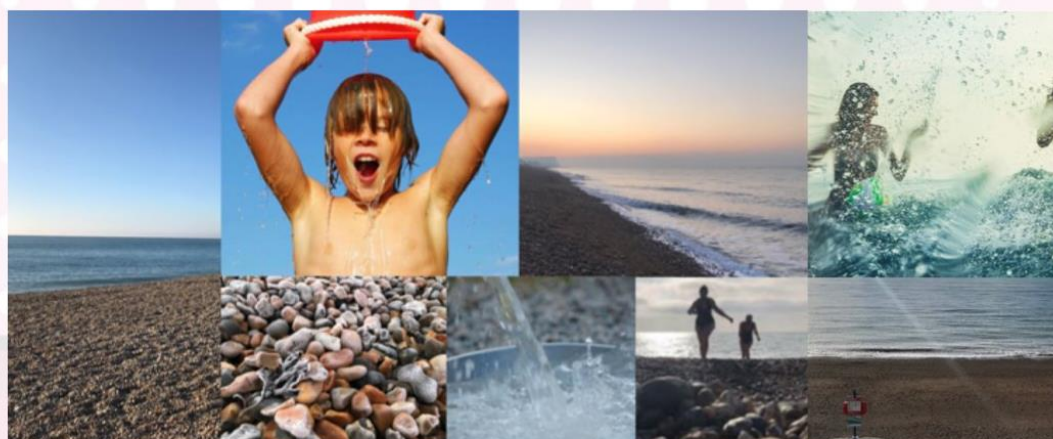
The sauna accommodates up to 6 people per session.



Our Vision

POP UP

Cool off with a swim in the sea or bucket and ladle.



Our Vision

POP UP

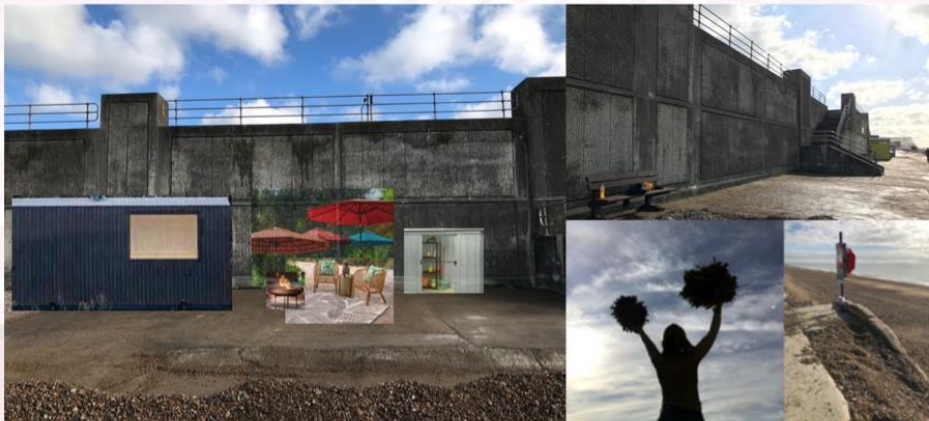
Stimulation: steam, scented oils, traditional leaf whisks.



Our Vision

POP UP

Relaxation: deck chairs, fire pit, a beautiful setting.



POP UP

How it works

- ✓ Easy online booking system.
- ✓ Waiver information for sauna safety (children 5 and under not permitted).
- ✓ Disclaimer for customers to swim at own risk.
- ✓ Sauna cleaning and wood burner stoking between each session.
- ✓ Pop-up duration 1-6 weeks.* variable depending uptake and availability
- ✓ Open 3+ days/week, 10am-7pm.* flexible according to uptake and availability
- ✓ Customers will be free to come in and out of the sauna as they please during their session, making use of the relaxation area and cooling off in the water.

POP UP

Footprint

- ✓ Water drawn from Bonningstedt tap for drinking water and sprinkling on the sauna coals only.
- ✓ Bucket water for cooling off will be collected from the sea.
- ✓ Shared toilet facility with sports concession TBC.
- ✓ Sauna is 3.5x2 meters. Overall site area approximately 30m².
- ✓ Sauna towed in as required or remaining on site for pop-up duration.
- ✓ For longer periods of pop-up, a secure storage unit may remain on site, against the wall, for the duration.
- ✓ Relaxation area furniture and accessories dismantled daily.
- ✓ Built in solar panel and battery will run lighting in the sauna.

We're in good company



The Finns have inspired the world over.

Now the pop-up sauna is making heatwaves, from America, through Europe, all the way to New Zealand.

In Finland there's a festival dedicated to the mobile sauna.

Sauna hire and sauna pop-up's have been a 2020 staycation hit.

Countrywide, people of the UK are embracing the pop-up sauna, from Scotland to Dorset.

In the south east alone, are the well-established Beach Box Brighton, recently joined by Worthing's Fire Salt & Sea and The Haeckels in Margate.

We all deserve to feel good.



Seaford Town Council

Report 171/20

Agenda Item No:	6
Committee:	Community Services
Date:	29th April 2021
Title:	Clubhouse Renovations – Seaford Town Football Club & Seaford Rugby Club
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform the Committee on proposed renovation works to be carried out at the Rugby Club clubhouse at the Salts Recreation Ground and the Seaford Town Football Club clubhouse at the Crouch.

Recommendations

The Committee is recommended:

- 1. To note the contents of the report.**
- 2. To agree in principle to support the projects on the understanding that relevant aspects will be referred to STC Planning and Highways Committee for consideration.**

1. Introduction

- 1.1** Seaford Town Football Club and Seaford Rugby Club are two very popular and well-established local clubs.
- 1.2** These progressive clubs cater for both male and female players of all ages. They run many initiatives to help support the local community.
- 1.3** The Town Council own both clubhouses which are leased to the clubs. Recently the Town Council agreed to extend the rugby clubhouse lease to 50 years. Officers are currently working on a similar long-term lease for the football club which they hope to present at the next Full Council meeting.
- 1.4** Both clubs approached the Town Council's Projects & Facilities Manager with proposals of how they would like to improve their clubhouse facilities.

2. Seaford Rugby Club

- 2.1** Externally the building is looking quite tired. The cement between the brickwork has deteriorated leaving many gaps and the railings to the front of the building are rusting.
- 2.2** The Rugby Club propose to:

Clad the building with Fibre Cement Exterior Wall Cladding, colour to be confirmed. This will not only freshen up the appearance of the building externally, but also help protect from the harsh elements the building faces.

Replace the railings to the front of the building and create a raised terrace area with glass canopy. Part of this work will also be to improve the ramped access to the building making it more accessible to wheelchair users and people with reduced mobility.

Renovate the flat roof and upper roof facades.

Please see [Appendix A](#) for further information about the works.

3. Seaford Town Football Club

- 3.1 The clubhouse has had a recent makeover, however because of the existing layout, access is not easy, particularly for wheelchair users and people with reduced mobility. There are also no Disability Discrimination Act-compliant toilets.
- 3.2 The proposed renovation works look to address these issues by installing a ramped access, double doors to the main entrance and a new fully accessible toilet. Baby changing facilities are also proposed for both the male and female toilets.
- 3.3 Other improvements to enhance the building will be to enlarge the kitchen and create an outside seating area. Please see [Appendix B](#) for more details.

4. Recommendations

- 4.1 The Committee is asked to support both renovation projects in principle, which will mean the clubs can move onto the next stage of more detailed designs and apply for planning permissions.
- 4.2 Relevant aspects of the plans submitted that are subject to planning permissions, will of course go through the Town Council's Planning and Highways Committee as part of the usual consultation process carried out by the local planning authority, Lewes District Council.
- 4.3 Officers will report back to the relevant committees with project updates and variations should these arise.

5. Financial Appraisal

Both clubs will be fully funding their projects themselves, so there are no financial implications for the Town Council.

6. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Project and Support Manager



Town Clerk



Seaford Rugby Football Club

Founded 1938

The Salts Recreation Ground, Seaford



CLUB HOUSE FACILITIES IMPROVEMENTS REPORT – APRIL 2021

BACKGROUND

Although perfectly fit for purpose in the 1970s when the clubhouse was originally built, it sadly lacks of lot amenities a modern clubhouse requires and ever since the Rugby Club signed a new lease for the premises in 1997, it has steadily been making improvements to the changing rooms and toilets as well as the main clubhouse social area and tried to keep up to date with an ever changing need from its members, including mixed changing facilities and increased use from mini's & juniors.

In 2012, the Club along with the RFU embarked upon an exercise to secure funds under the RFU 2015 World Cup Legacy Facilities Scheme and in association with Sport England drew up plans for a radical makeover of the clubhouse with new changing rooms, toilets, social area, physio rooms and changing facilities for the refs. Whilst the plans were produced, the costs of such a project were beyond the Clubs means at the time and they were shelved.

In 2016, the Club was incredibly fortunate to receive a substantial legacy from one of the Club's stalwarts who played in the 1950s & 1960s, who chose the Club as the sole beneficiary of his estate. This reignited the impetus to review the Club's facilities and discussions began again with the RFU over funding and what grants maybe available for substantial clubhouse facility improvements.

Now the Club was able to contribute substantially to any jointly funded project with the RFU, discussions also opened up with Sport England again and advice was sought from both parties over how the Club best went ahead with its plans.

Sadly, the funding opportunities explored with the RFU in 2017 and 2018 have all expired and the Club was forced to pull out of the 2019 rounds as its lease had still not been agreed.

However, now we have been fortunate to finally agree our new 50-year lease, the Club can start to deliver the promises it made to its members and begin improvements to the Club's facilities.

GROWTH OF CLUB MEMBERSHIP

Seaford Rugby Club currently plays at RFU level 9 in the Sussex 1 league just one below the London leagues and regularly puts out a 1st and 2nd team on Saturday afternoons during the season with training on a Tuesday and Thursday evening with a current playing squad, including qualified coaches of over 60.

It also has a Vet's team for retired players over 35 years old and has a number of annual fixtures and is very much a social side and thoroughly enjoyed players and spectators alike.

Originally the Club was just for senior males but in the 1990s a decision was taken to start a mini's & junior section which continues to grow and is today a major focus on development for the future. It currently runs training and competitive games on a Sunday morning for all age groups from under 6s to under 16s with a total youth membership now over 150, excluding parents and families who also come down to support and get involved.

In keeping with a rise in women's sport, Seaford launched their first ladies' team in 2010 and now has a full senior squad & aspiring junior section training on a Wednesday evening and now playing in the Women's NC 2 South league.

Finally, a new team was launched in 2019 to cater for the up and coming sport of Walking Rugby. Originally invented as a fitness activity for ex rugby players over 60 but now gaining nationwide popularity as a mixed sport with a broader age group, Seaford's latest team now has a ladies & gents squad of over 25 members who meet for training on a Sunday morning and have started to play against some local teams who have also set up squads in recent years.

What is clearly evident is that the numbers of people using the Clubhouse has increased considerably over recent years and the facilities within the clubhouse are just not set up for such usage and action is needed to address these issues to encourage continued use and to be a pleasant place to enjoy for the future.

PROPOSAL

Given the funding constraints currently within the RFU, our original plans have been downgraded and now comprise of five stages, all of which do require consent from Seaford Town Council as the freehold owners of the building and are as follows:

- Total renovation of both flat roofs.
 - Needed as both roofs require repairs to prevent water ingress
- Replacement of upper roof façades.
 - Required following storm damage a few years ago and to improve their appearance
- Cladding of entire building.
 - Chosen as an alternative to repointing due to the poor state of the south facing walls
 - Will mean the removal of current advertising boards to be relocated internally.
- Installation of pitch facing balcony with glass canopy.
 - To open up the front part of the club house to allow spectators to watch the matches, improve the social area of the internal club room and to provide a more welcoming face to the clubhouse.
- Internal redecorations, refurbishment of kitchen and bar facilities and refurbishment of second team changing rooms.

FUNDING

The Club is fortunate to be able to fund these works from its internal resources but will be seeking external matched funding from 2021 RFU programmes and other potential sources.

BENEFITS

The club house has always been the main hub to the club and these improvements will have a significant impact as follows:

- Protect the structure of the clubhouse for many years to come
- Improve the aesthetic appearance of the building to the users of The Salts
- Be able to cater for the needs of expanding junior and senior sections and their families
- Encourage more use by the members of the clubhouse when the weather is less kind to standing outside
- Offer the opportunity of excellent views of the pitches to watch home games in more comfort
- Offer an attractive proposition to all current and future members and non-members to enjoy more modern facilities
- Be a facility the Town can be proud of and be available for hire as a venue in the evenings and out of season.

WIDER COMMUNITY

The Rugby Club has always been a valuable asset for the youth of Seaford and given the increasing emphasis given in recent years to developing this further with its mini and junior sections as well as the growth of its girls and women's teams and now walking rugby squads, the needs of the clubhouse are being stretched even further.

There is no doubt that pressures on our social lives mean that there are many other activities young people can participate in these days and rugby is no different to any other team sport that finds itself facing competition for people's time and parents' choices.

It is one of the reasons why Seaford Rugby Club has invested in a full-time Youth Development Officer whose overriding objective is to develop strong links with the local primary and secondary schools and to run in-school programmes that dovetail into the rugby programmes being run by the Club.

This expansion into the wider community within Seaford will only have a long-lasting impact if the clubhouse can offer a much better environment to encourage people to want to join and be part of the Club, either for playing or social purposes.

The improvements will undoubtedly improve the appearance of this part of The Salts recreation ground and complement the new skate park area and the proposed new tennis courts refurbishment programme.

An improved facility within Seaford will no doubt also be an attractive venue for non-member use either during the day for local community groups or in the evening for private hire.

Report 171/20 Appendix B



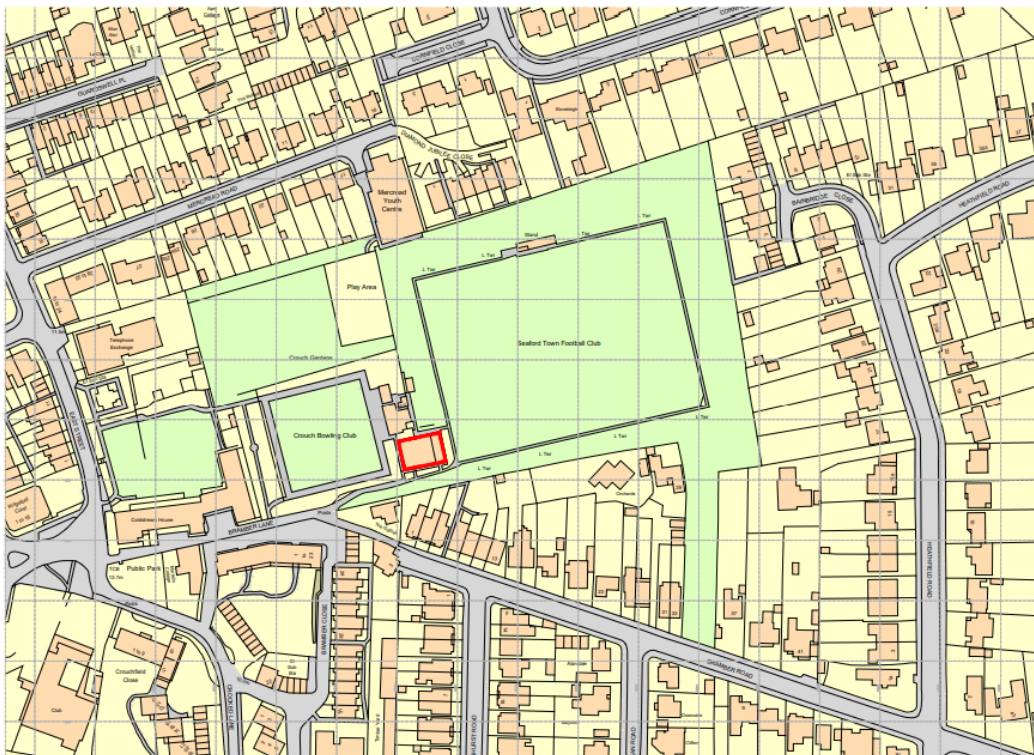
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2000.BP01	1:500	Block Plan
2000.S01	1:100	Existing Ground Floor Plan
2000.S02	1:100	Existing Roof Plan
2000.S03	1:100	Existing Elevations
2000.PL01	1:100	Proposed Ground Floor Plan
2000.PL02	1:100	Proposed Roof Plan
2000.PL03	1:100	Proposed Elevations
2000.PL04	1:100	Proposed Sections



**SEAFORD TOWN FOOTBALL CLUB
THE CROUCH, SEAFORD**

March 2021

PRELIMINARY



site location plan

0m 10m 20m 30m 40m 50m

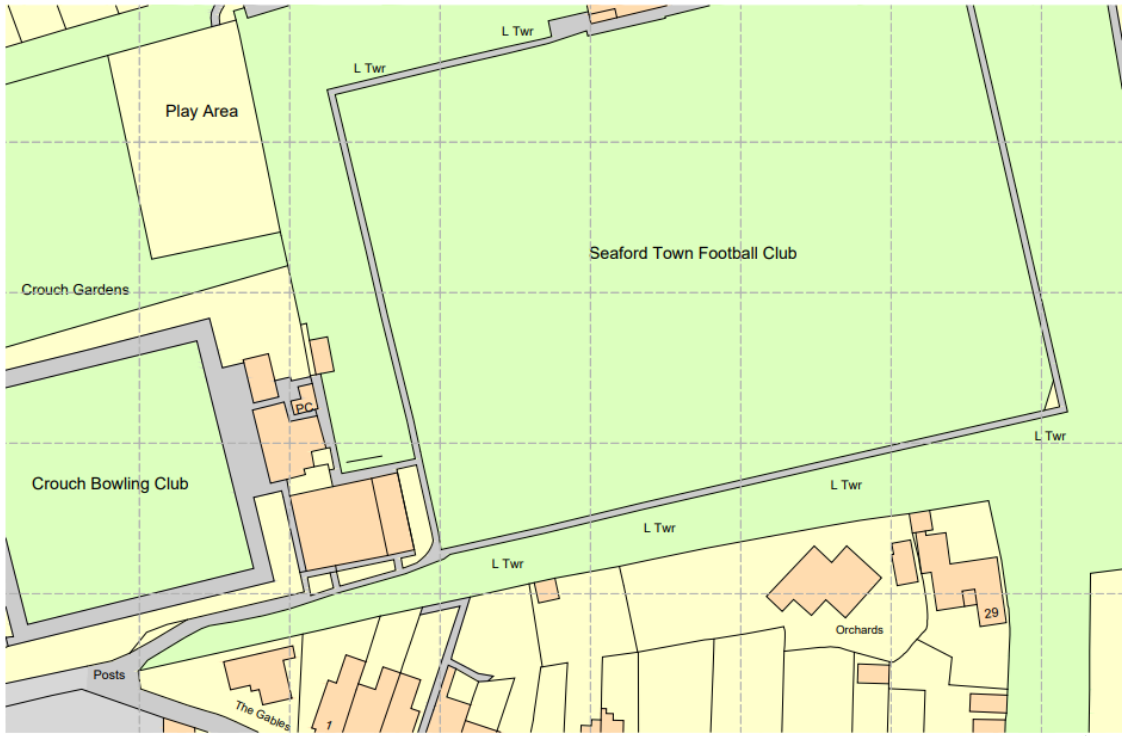
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PRELIMINARY

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Client	Seaford Town Football Club	Scale	1: 1250 @ A3	Project	2000.LP01
Address	The Crouch, Bramber Lane Seaford	Date	04.02.2021	Sheet	OS
Drawn		Checked		Author	



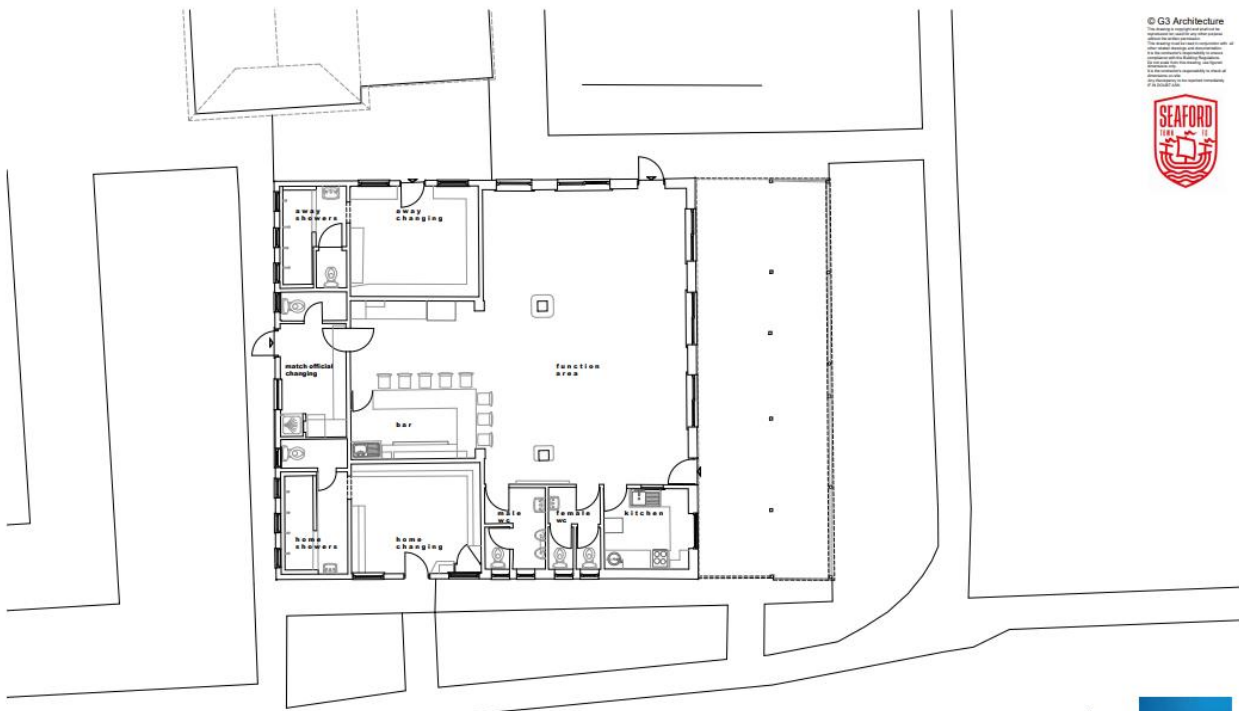
block plan

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PRELIMINARY

client / project	Seaford Town Football Club	date	1 : 500 @ A3	2000.BP01
location	The Crouch, Bramber Lane Seaford	discipline	Block Plan	04.02.2021
author		checked		OS



ground floor plan



PRELIMINARY

client / project	Seaford Town Football Club	date	1 : 100 @ A3	2000.S01
location	The Crouch, Bramber Lane Seaford	discipline	Existing Ground Floor Plan	04.02.2021
author		checked		SURVEY

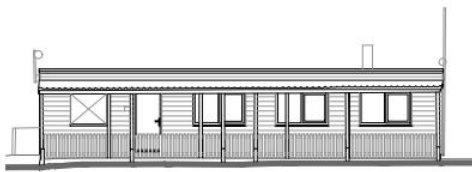


roof plan

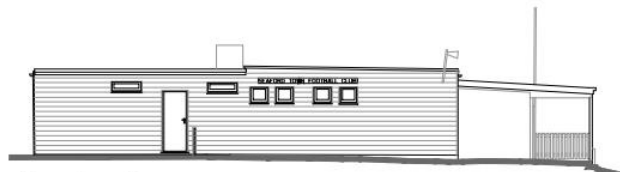
0m 5m 10m

PRELIMINARY

Client / Institution	Arch / Project	Date	Scale	Drawn
	Seaford Town Football Club The Crouch, Bramber Lane Seaford		1 : 100 @ A3	2000.S02
			Existing Roof Plan	04.02.2021
				SURVEY



front elevation east

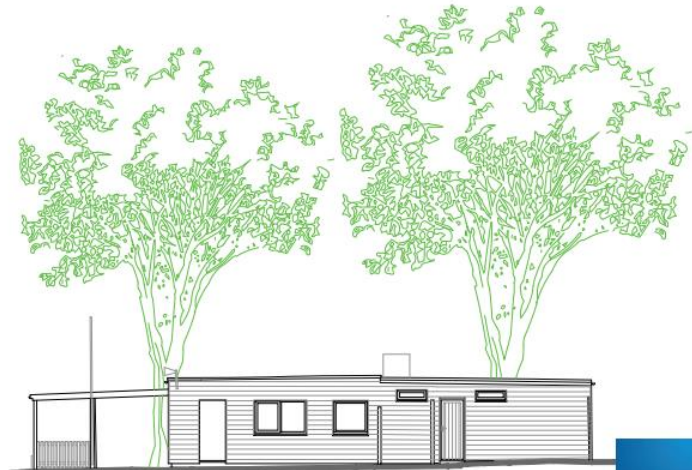


side elevation south

- felt flat roof
- horizontal cedar cliche cladding
- white UPVC windows
- brown UPVC front door



rear elevation west



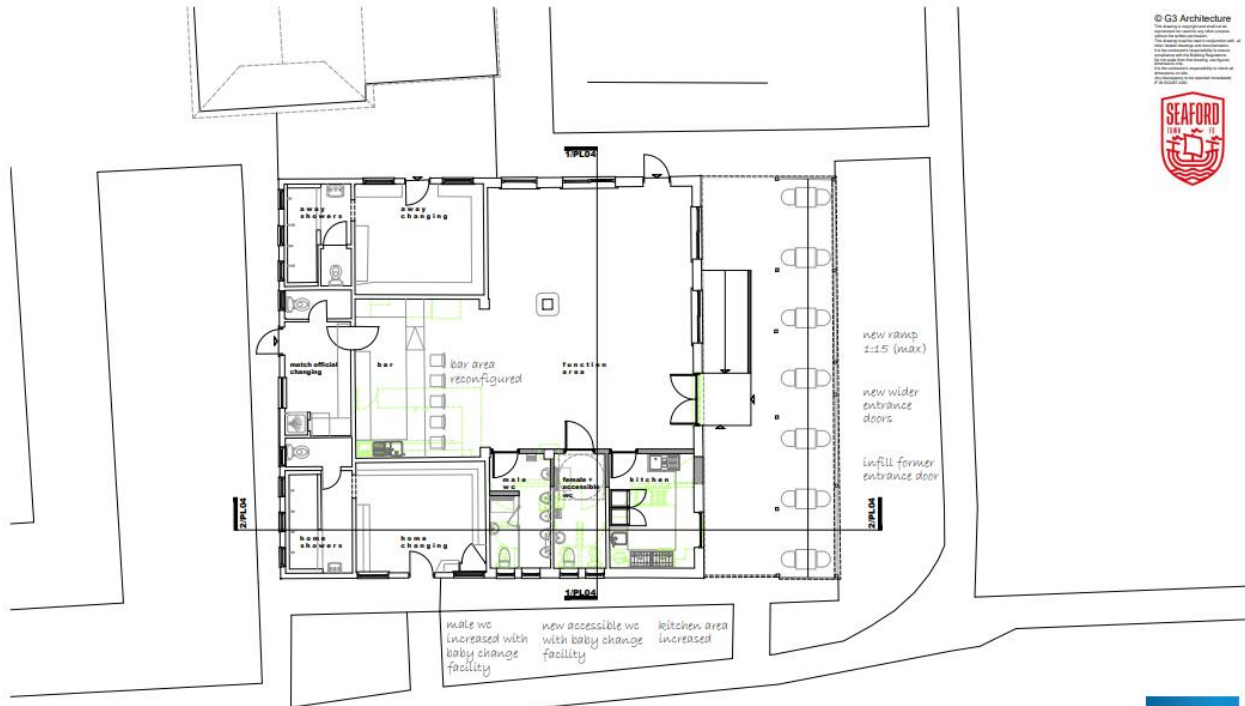
side elevation north

0m 5m 10m

PRELIMINARY

Client / Institution	Arch / Project	Date	Scale	Drawn
	Seaford Town Football Club The Crouch, Bramber Lane Seaford		1 : 100 @ A3	2000.S03
			Existing Elevations	04.02.2021
				SURVEY

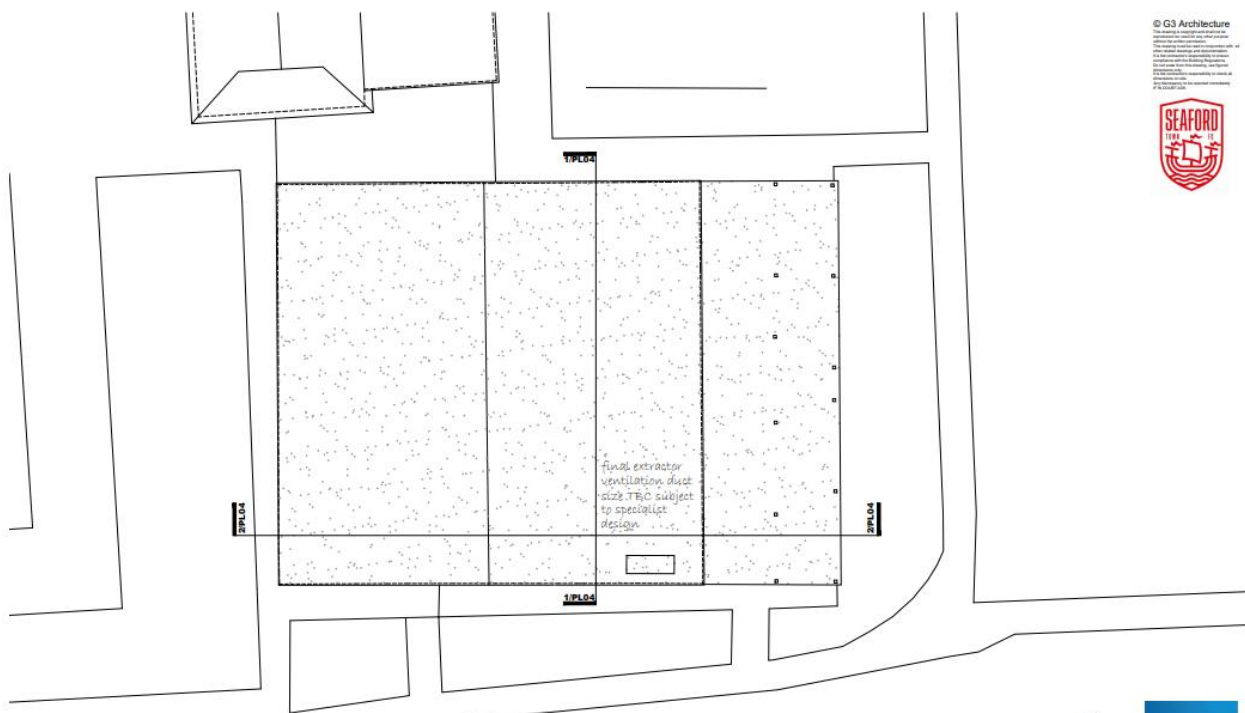




ground floor plan
0m 5m 10m

PRELIMINARY

client / project	Seaford Town Football Club The Crouch, Bramber Lane Seaford	scale	1 : 100 @ A3	ref	2000.PL01
date		discipline	Proposed Ground Floor Plan	date	04.02.2021
				stage	PLANNING



roof plan
0m 5m 10m

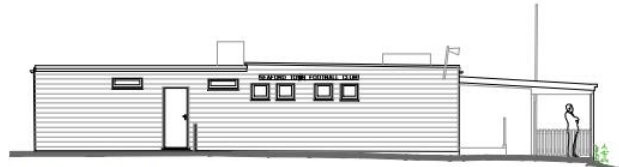
PRELIMINARY

client / project	Seaford Town Football Club The Crouch, Bramber Lane Seaford	scale	1 : 100 @ A3	ref	2000.PL02
date		discipline	Proposed Roof Plan	date	04.02.2021
				stage	PLANNING



front elevation east

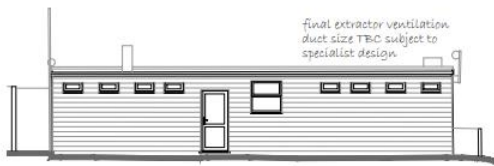
new rains
1:1.5 (max)



side elevation south

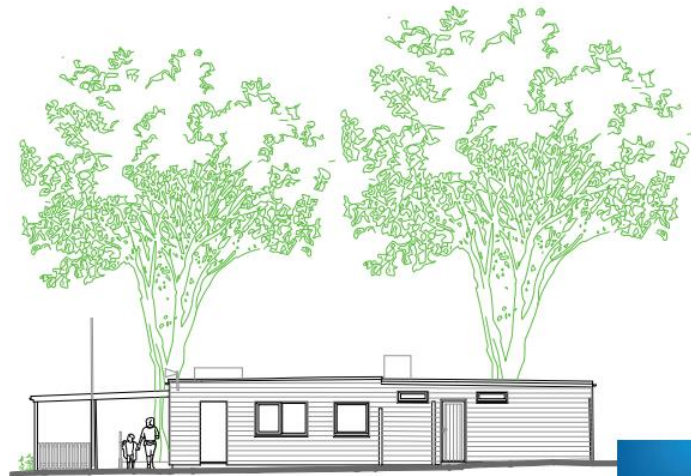


felt flat roof
horizontal cedar click cladding to match existing
white UPVC windows
white UPVC front doors



rear elevation west

0m 5m 10m

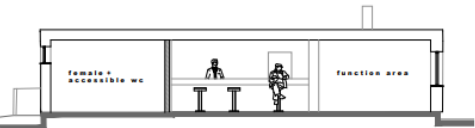


side elevation north

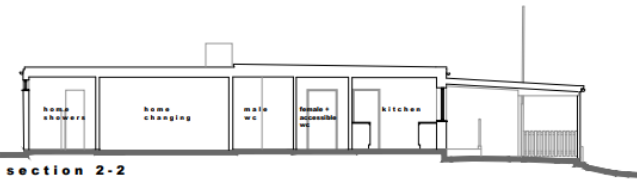
PRELIMINARY



DATE	DESCRIPTION	BY	SCALE	PROJECT
			1 : 100 @ A3	2000.PL03
			04.02.2021	PLANNING



section 1-1



section 2-2

0m 5m 10m

PRELIMINARY



DATE	DESCRIPTION	BY	SCALE	PROJECT
			1 : 100 @ A3	2000.PL04
			04.02.2021	PLANNING



Seaford Town Council

Report 172-20

Agenda Item No:	7
Committee:	Community Services
Date:	29th April 2021
Title:	SCIP Beacon Project 2022
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To present details of SCIP's proposed Beacon Show exhibition for 2022.

Recommendations

The Committee is recommended to:

- 1. Note the contents of the report.**
 - 2. To consider the options presented and instruct the Projects & Facilities team accordingly.**
-

1. Information

- 1.1** Sussex Contemporary Illustrators and Printmakers (SCIP) have approached the Town Council with a project for 2022 to display illustrated beacons as an exhibition trail along Seaford's promenade, inspired by the unique landscape and community.
- 1.2** The Beacons will begin at Tide Mills beach and run all the way along to Splash Point, each containing information about the area and those who use it, protect it and develop it.
- 1.3** Each beacon will be constructed using a metal mesh frame and base. They will each be 120 cm squared and stand 220 cm tall. The beacons will be 100% sustainable. The location of each beacon will be discussed in full with Officers and placed in strategic places.
- 1.4** It has been proposed for the exhibition to run from early May 2022 to end of September 2022.
- 1.5** Committee members will receive a more in-depth project plan separately to the agenda, which SCIP has requested is not for general publication due to the level of detail on the project within.

2. Financial Appraisal

- 2.1** This project will be funded by SCIP through grants, trusts and gifts in kind.
- 2.2** SCIP have respectfully requested that the Town Council do not charge the promenade hire fee for use of the beach for this project. This would be recognised

as the Town Council being a major supporter during the project, on each beacon and marketing literature.


3. Officer Recommendations

- 3.1 Officers feel this project would be beneficial for the town for its history, culture and recognition for the people illustrated within the project. Along with providing a covid friendly, if still needed at this point in time, event for the community.
- 3.2 Officers would recommend that during the liaison with SCIP for the placement of each beacon along the promenade, they are placed with full access for all, where possible but so the promenade can still be used by others and events which take place during the summer season, generating an income. This way the Town Council could look at offering a gift in kind for this project.

4. Contact Officer

The Contact Officer for this report is Tony Jackson, Projects & Facilities Manager.

Projects & Facilities Manager



Town Clerk

