



Seaford Town Council

MINUTES of a Meeting of the **Full Council** held via Zoom on **Thursday 12th November 2020** at **7.00pm**.

Present:

Councillors R Reed (Mayor) and J Cash (Deputy Mayor).

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

Isabelle Mouland, Assistant Town Clerk

Georgia Raeburn, Executive Support Officer

Karen Singleton, Responsible Financial Officer

Tony Jackson, Projects & Facilities Manager

Geoff Johnson, Planning Officer (for agenda item 9)

There was one member of the public

C64/11/20 Apologies for Absence

Apologies for absence were received from Councillors R Morland and G Rutland.

C65/11/20 Disclosure of Interests

Councillor L Wallraven declared a non-pecuniary interest in item 5 as Vice President of Seaford Lifeguards.

Councillor L Boorman declared a non-pecuniary interest in item 10, having a personal friendship with the family of the Leaseholder, and that she intended to leave the meeting for this item.

Councillor M Everden declared a pecuniary interest in item 12 and that she would be leaving the meeting for this item.

C66/11/20 Public Participation

Resident A *Regarding agenda item 5, a Director/Treasurer of Seaford Rugby Football Club, provided the meeting with some background information regarding the Club's aspirations to renovate and improve the clubhouse and facilities to accommodate the different users, protect the future of the club and the longevity of the sport in the town. Confirmed that the likelihood of obtaining the matched-funding required from the Rugby Football Union and Sport England to carry out these works would be significantly increased if this new lease was agreed.*

Response Thanked for useful background supporting report at item 5.

C67/11/20 Minutes

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

C67.1	Full Council	15 th October 2020 – virtual
C67.2	Golf & The View	3 rd November 2020 - virtual
C67.3	Personnel	14 th October 2020 – virtual
	PE13	It was RESOLVED to RECOMMEND that Full Council approves increasing the Executive Support Officer's contractual hours of work to 30 hours per week temporarily, from 1 st November 2020 to 31 st March 2021 – APPROVED .
C67.4	Personnel	28 th October 2020 – virtual

C67.5	Planning & Highways	8 th October 2020 - virtual
C67.6	Planning & Highways	29 th October 2020 - virtual

C67/11/20 Seaford Rugby Football Club Lease

The Town Council considered report 87/20 presenting a report regarding granting a new 50-year lease to Seaford Rugby Football Club.

The Town Council discussed future reviews of the rental amount of the lease and the sub-lease to Seaford Lifeguards of the first floor of the rugby clubhouse.

- C67.1** It was **RESOLVED** to **APPROVE** a 50-year lease with Seaford Rugby Football Club.
- C67.2** It was **RESOLVED** to **APPROVE** an agreement within the lease to allow Seaford Lifeguards to continue to have use of the first floor of the Seaford Rugby Club clubhouse.
- C67.3** It was **RESOLVED** to **DELEGATE** to the Projects & Facilities Manager, in consultation with the Proper Officer, the power to agree terms of the lease with all councillors electronically before finalising, where consensus is achieved. If consensus cannot be achieved, this will be brought back to Full Council.

C68/11/20 COVID-19 Update Report – November 2020

The Town Council considered report 95/20 presenting Full Council with the Town Council's updated position in response to the Government's most recent lockdown requirements.

The Town Council thanked the Town Council officers for their input and hard work with keeping up with the everchanging situation during COVID-19 and ensuring the Town Council's position statement is in adherence with guidelines.

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

C69/11/20 Review of Publication of Agendas & Minutes

The Town Council considered report 88/20 presenting a report to review the Town Council's policies surrounding the publication of agendas and minutes.

(7.25pm – Councillor N Adil joined the meeting)

The Town Council discussed a small change to wording regarding the notice period of agendas being not less than three days, an additional paragraph regarding agendas being created in consultation with the Chairs of meetings and the publication of all Town Council policies.

- C69.1** It was **RESOLVED** to **ADOPT** the revised Agendas & Minutes Policy, with the amendments as discussed in the meeting.
- C69.2** It was **RESOLVED** to **ADOPT** the revised Publication Scheme as presented.

C70/11/20 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 on the agenda concerned confidential details about contracts, Town Council assets and employment details.

(7.34pm – member of public left the meeting)

(7.36pm – Geoff Johnson, Planning Officer, joined the meeting)

C71/11/20 Assets Working Group EXEMPT

The Town Council considered exempt report 89/20 presenting the Asset Working Group's recommendations to Full Council on assets that warrant further feasibility studies that could enable

the Town Council to either raise capital receipts through selling these assets, or make revenue savings by reducing maintenance costs, and/or create funding opportunities such as sponsorship options.

The Town Council discussed the purpose of the review of assets, the possible uses of such Capital receipts, other assets that could be included in the review, the ongoing purpose of the working group and the impact of COVID-19 on market values.

It was **RESOLVED** to **INSTRUCT** officers, in consultation with the Assets Working Group, to carry out feasibility studies on Town Council assets recommended in report 89/20 with a view to raising capital receipts and/or making revenue savings.

(7.43pm – Councillor L Boorman and Geoff Johnson, Planning Officer, left the meeting)

C72/11/20 Hurdis House EXEMPT

The Town Council considered exempt report 85/20 presenting a report to bring Full Council up to date with the lease at Hurdis House and for Full Council to consider the request for change of use.

A verbal update was given on some minor updates to the report. Town Council discussed the contents of the report in great depth.

It was **RESOLVED** to **APPROVE** the request by the Leaseholder at Hurdis House for change of permitted use to include residential use as a house in multiple occupation for up to nine residents or the maximum limit identified by the local authority and furthermore, the Leaseholder to apply for any planning permissions that may be required. **THIS APPROVAL IS SUBJECT TO** the lease being renegotiated by the Proper Officer and RFO, in consultation with the Mayor, and that a clause be included to permit use specifically for an HMO but no self-contained units in addition to the other items discussed in the meeting.

(8.37pm – Councillor L Boorman re-entered the meeting.)

C73/11/20 Extended Furlough Scheme EXEMPT

The Town Council considered exempt report 90/20 presenting Full Council with the details of the extension to the Furlough Scheme.

The Town Council discussed the report in great depth.

C73.1 It was **RESOLVED** to **APPROVE** that Option 3 of the report be implemented; topping furloughed employees wages up to 80% of their current salary until 1st December 2020.

C73.2 It was **RESOLVED** to **DELEGATE** power to the Responsible Financial Officer, in consultation with the Mayor and Chair of Personnel, to make the decision regarding the financial package of the remainder of the extended furlough scheme until March 2021 and any future furlough or job support schemes, reporting back to Full Council or the Personnel Committee as soon as practicable.

(8.49pm – Councillor M Everden and Tony Jackson, Projects & Facilities Manager left the meeting.)

C74/11/20 Town Clerk Recruitment – Appointment of Chosen Candidate EXEMPT

The Town Council considered exempt report 91/20 seeking Full Council's approval of the candidate selected for the role of Town Clerk by the Personnel Committee and the terms and conditions of the appointment.

It was **RESOLVED** to **APPROVE** the appointment of the candidate as recommended by the Personnel Committee for the post of Town Clerk (and Proper Officer) and the terms and conditions of the appointment.

The meeting closed at 9.04pm.