



Seaford Town Council

Seaford Town Council Community Services Committee Agenda – 17th February 2022

To the Members of the Community Services Committee

Councillors O Honeyman (Chair), L Wallraven (Vice-Chair), N Adil, J Cash, S Dunn, J Edson, M Everden, MA Hayder, R Hayder, J Meek and B Webb.

A meeting of the **Community Services Committee** will be held in the Council Chambers, 37 Church Street, Seaford, BN25 1HG on **Thursday, 17th February 2022** at **7.00pm**, which you are summoned to attend.


Adam Chugg, Town Clerk
11th February 2021

PLEASE NOTE:

- **Public attendance physically/in person at this meeting will be limited to 10 due to the size of the meeting space.**
- **The meeting will be video recorded and uploaded to the Town Council's YouTube channel after the meeting.**
- **See the end of the agenda for further details of public access and participation.**
- **All participants are encouraged to carry out a home Covid test before attending the meeting, wear a mask at the meeting (where able to do so) and ensure hands are sanitised upon entering.**

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 physically in the meeting room, in accordance with relevant legislation and Seaford Town Council Policy.

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

To consider report 171/21 informing the Committee on progress and actions relating to Seaford Town Council's assets and services (pages 6 to 13).

5. [Community Services Finance Report to 31st December 2021](#)

To consider report 172/21 informing the Community Services Committee of Income and Expenditure up to 31st December 2021 (pages 14 to 25).

6. [Her Majesty The Queen's Platinum Jubilee Celebrations - Update](#)

To consider report 176/21 providing an update on Her Majesty The Queen's Platinum Jubilee celebrations within Seaford Town (pages 26 to 30).

7. [Change of Use for Concession Unit](#)

To consider report 175/21 presenting a proposal from an existing water sports concession for an eco-friendly water sports centre and café at Bönningstedt Promenade (pages 31 to 35).

8. [Additional Defibrillator – Church Street](#)

To consider report 173/21 seeking approval from the Committee for the Town Council to take on the maintenance of a new defibrillator to be installed outside Seaford Police station (pages 36 to 38).

9. [The Crypt – New Tenant](#)

To consider report 174/21 seeking approval from the Committee to delegate authority to officers in consultation with the Mayor and Chair of Community Services to appoint a new tenant at the Crypt Gallery and agree the lease terms (pages 39 to 52).

AGENDA NOTES

For further information about items on this Agenda please contact:

Adam Chugg, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: admin@seafordtowncouncil.gov.uk

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 Town Councillors, Young Mayor, Deputy Young Mayor and registered email recipients.

Public Access:

Members of the public looking to access this meeting will be able to do so by:

1. Attending the meeting in person.

Due to health and safety restrictions, the number of public in attendance will be limited to 10. The Town Council therefore asks that you contact

admin@seafordtowncouncil.gov.uk or 01323 894 870 to register your interest in attending at least 24 hours before the meeting.

Spaces will be assigned on a first come, first served basis.

Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space.

OR

2. Watching the recording of the meeting on the [Town Council's YouTube channel](#) , which will be uploaded after the meeting has taken place.

Public Access to the Venue:

If you are attending the meeting in person, please arrive for 6.55pm where you will be shown into the meeting for a 7.00pm start.

Public Participation:

Members of the public looking to participate in the public participation section of the meeting must do so in person, by making a verbal statement during the public participation section of the meeting.

Below are some key points for public participation in the meeting:

1. Your statement should be regarding business on the agenda for that meeting.

2. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is.
3. You do not have to state your name if you don't want to.
4. If you are unsure of when best to speak, either query this with an officer/councillor ahead of the meeting or raise your hand during the public participation item of the meeting and ask the Chair – they will always be happy to advise.
5. When the Chair has indicated that it is the part of the meeting that allows public participation, raise your hand and the Chair will invite you to speak in order.
6. Statements by members of the public are limited to four minutes and you don't automatically have the right to reply. The Chair may have to cut you short if you overrun on time or try to speak out of turn – this is just to ensure the meeting stays on track.
7. Where required, the Town Council will try to provide a response to your statement but if it is unable to do so at the meeting, may respond in writing following the meeting.
8. Members of the public should not speak at other points of the meeting.
9. A summarised version of your statement, but no personal details, will be recorded in the minutes of the meeting.

Public Comments:

Members of the public looking to submit comments on any item of business on the agenda can do so in writing ahead of the meeting and this will be circulated to all committee members. Comments can be submitted by email to admin@seafordtowncouncil.gov.uk or by post to the Town Council offices.

Covid-safety Measures:

While Covid restrictions are no longer mandated, in most situations, the Town Council wishes to stay vigilant and mindful of the health and safety of its meeting participants by continuing to observe the following:

1. Do not attend the meeting if you are displaying any Covid-19 symptoms; a high temperature, a new continuous cough or a loss or change to your sense of smell or taste (source [NHS website](#)); or if there is any reason to believe you have been in contact with someone with Covid-19.
2. You are encouraged to wear a mask at the meeting, in particular when moving around the venue.

3. The Town Council would encourage anyone attending the meeting in person to have carried out a rapid lateral flow coronavirus test before attending. These are tests taken at home, giving you an instant result, and ordered for free from the [Gov.uk website](#) or by calling 119 (open 7am to 11pm, calls are free).
4. If you test positive, do not attend the meeting; you will need to self-isolate immediately and follow the advice on the [NHS website](#).
5. Touch as few shared surfaces as possible when at the meeting and bring your own supplies (reusable water bottles, pens, tissues, copies of agendas etc).



Seaford Town Council

Report No:	171/21
Agenda Item No:	4
Committee:	Community Services
Date:	17th February 2022
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 Community Services Committee is recommended:
1.To note the contents of the report.

1. Projects and Facilities Information

1.1 The Salts Recreation Ground

Tennis Courts

Construction work is underway. Completion is still looking on course for early April.

Tenders are out for two tennis operating models. One for a coach to fully manage the courts, including all bookings and coaching - the other for coaching only, with the Town Council managing all bookings.

The courts will be officially opened by the Mayor in April with bookings starting by 1st May.

Phase 2 CCTV

Approximately 60% of the project was completed in 2019 with the second part of the project on hold until 2022. £5,000 has been allocated for this work in the 2022 – 2023 budget. Officers are also looking at possible funding opportunities.

Playground

Officers are continuing to obtain quotes for resurfacing works. It is likely this will be quite expensive, with initial quotes coming in at £50,000 plus. With this in mind, officers are looking to carry out these works gradually over the next three to four years. External funding will also be sought, which may hopefully speed work up.

1.2 Seafront

Martello Toilets/Café

Councillors were recently briefed by the project architects on progress.

Planning permission is still outstanding, mainly due to a few minor design aspects that East Sussex County Council Highways have brought to officer's attention. It is hoped these will be resolved very soon.

Tenders to potential building contractors will be sent out in February.

The lottery fund application is progressing as planned, an update is expected in March/April.

Seasonal Beach Huts

The Tourist Information Centre has started taking bookings for the 2022 season. The huts will be installed from the middle of April, ready for hiring from 29th April.

Bönningstedt Wall

Project completed (see Appendix A for images).

1.3 Projects Overview List

Please see the list at Appendix B. This is a working document and is subject to change; for example, if additional funding is received or projects are reprioritised.

Following the Full Council budget meeting in January, two projects (the Water Refill Station at the Martello Fields and the Rainbow Bench) have been taken out of the 2022-2023 budget and added in the following year's budget. Officers will still try and seek out funding for these projects.

External Grants

The Town Council's Grants Administrator has now left the Town Council and applications will be now mainly carried out by the officer working on the relevant project.

Officers are currently applying for Community Infrastructure Levy (CIL) funding grants for various project.

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 Café	Community Lottery Fund	£222,550	Resubmitted

1.4 Filming and Photography

The Town Council's Film and Liaison Officer (FLO) will be meeting with Sussex Wildlife Trust to update the parking plan and to agree rest areas on

Seaford Head Nature Reserve as part of updating the Film Policy for spring.

During winter, there has been several news crews filming in Seaford, one featuring the Seaford Head Project - Iron Age Fort. This is in partnership with South Downs National Park, the Town Council and Archaeology South East UCL.

The FLO has been having meetings with Netflix who are planning to come to film in spring. They will be filming on Seaford Head Nature Reserve, Hope Gap and in one of the Coastguard Cottages. The FLO has been working with the local farmer to ensure the large crew can base in his field to reduce the impact on the public and Seaford Head Nature Reserve.

1.5 Events

Christmas Magic was held on Saturday 4th December 2021 and was set to take place within and around the Crouch Gardens.

During the week leading up to Christmas Magic, the Met Office forecasted wind speeds of over 30mph. Unfortunately, the marquees owned by the Town Council can only withstand wind gusts of up to 30 mph so the outdoor market had to be cancelled. The Christmas Magic Committee did however source a hall at Kings Church, Steyne Road, where seven stall holders were able to still trade for the day and all were very pleased with the location and number of visitors they had to the hall.

The other activities arranged for the event were still able to take place, with free lantern workshops being run at the Mercread Centre, managed by Seaford Contemporary Illustrators and Printmakers (SCIP). The Bubble man performed four half hour shows throughout the day. Shannon Smith's performance stage was moved next to the Seaford Town Football Club, who extended their opening hours at the last minute to compliment the stage entertainment as a refreshments bar. Story time at Seaford Library was carried out throughout the day and St. Leonards Church was also very busy hosting activities. At the end of the day, there was a large gathering

for the lantern parade itself, which processioned through the town to meet the Mayor of Seaford at the top of Broad Street for the official Christmas Light switch on for 2021.

1.6 Concessions

South Hill Barn has seen Brewster's Coffee & Co trading from November 2021. Officers will advertise this site for tenders, in line with the Town Council's concession policy, for a concession to start to trade from 1st April 2022.

The Promenade/Dane Road site, currently run by Crepes De la Crème, will also be up for tender as the site has now been occupied for three years.

Officers will also advertise the vacant West View Concession Beach Hut, ready to open from 1st May 2022.

1.7 Staff



There is now a dedicated part time Projects & Facilities Assistant post, which is proving a great support to the team.

2. Financial Appraisal

2.1 There are no direct financial implications as a result of this report.

3. Contact Officer

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

Projects & Facilities Manager	
Town Clerk	

Report 171-21 Appendix A

Images of the completed Bönningstedt Wall



STC Projects Overview Feb 2022

Project	Description	Total Cost for year	STC Contribution	Grant Funding	Notes
2021-2022					
Bonningstedt Wall	Low level wall to go in front of the Bonningstedt beach huts to give protection from shingle and debris washed up in the winter.	£50,000	£50,000.00	No	Completed
Salts Tennis Courts	Refurbishment of three tennis courts to include electronic booking system and floodlighting.	£198,647	£20,000 + upto £10,000 for increase in materials	Partly	Project underway, will be completed April 2022.
Martello Tower Survey	Professional fees to carry out condition survey.	£4,000	£4,000	No	Survey booked
Water Refill Stations	Installation of four water refill stations along the seafront.	£5,972	£3,000.00	Partly	Completed
2022-2023					
Martello Toilets and Café	Demolish existing Martello toilets. New build to house toilets, changing places room and café.	£427,550	£205,000 if grant is successful	Pending grant from National Lottery for £222,750	STC contribution to come from the following: Capital Receipts £147,618, Beach Hut sale £7,182 and Seafront Development Plan £50,000.
Salts CCTV	Complete CCTV install to the Salts Recreation Ground.	£5,000	£5,000	Possibly	To install cameras in areas not covered within the 19/20 project.
Martello Fields Fence Yr 1	Fence replacement	£10,000	£10,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Salts Playground Renovation Works Yr 1	General renovation works to include improved pathways, general ground covering and equipment replacement.	£15,000	£15,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Martello Tower Renovation Works Yr 1	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
Seafront Lamp post head replacement	Replace heads to all 13 lamp posts from the Martello Tower to Splashpoint	£3,500	£3,500	No	To come out of Seafront-Grounds Maintenance Non Contract budget
Grounds Maintenance Contract Review	Review the existing maintenance contract with a view to STC running their own contract as opposed to through LDC	£10,000	£10,000	No	Costs for professional fees
Seafront Bins	Replace bins (normal and recycled waste) the whole length of the prom.	£20,000	£20,000	No	Existing bins old, many are broken but still useable. Currently no provisions for recycling of waste.
South Hill Barn Development Plan	Professional costs to further develop plan.	£5,000	£5,000	Possibly	
South Hill Barn	Building works recommended by structural report.	£5,000	£5,000	Possibly	high priority remedial works
Signage to Cuckmere Haven	Install signage to direct the public away from the dangerous path along the A259 leading to Cuckmere Haven to the footpath off Chyngton Lane.	£5,000	£5,000	Possibly	
Seafront Promenade Repair Works Yr 1	Patch repairs to concrete, ongoing over 4 years	£4,000	£4,000	No	To come out of Seafront-Grounds Maintenance Non Contract budget
2023-2024					
NEW: Martello Fields Water Refill Station	Water station and tap to the east Martello Field	£15,000	£15,000	Possibly	Previously planned for 2022-23. Officers will still look at funding options to bring the project forward.
NEW: Rainbow Bench	Installation of a Rainbow Bench to recognise the effort of the NHS and front line workers during the COVID-19 pandemic.	£1,000	£1,000	Possibly	Report in options to be brought to next Community Services meeting.
Electric Point to Bonningstedt Concession	Install electric point and meter for the Ice Cream Concession at Bonningstedt	£20,000	£20,000	No	
Martello Fields Fence Yr 2	Fence replacement	£10,000	£10,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Salts Playground Renovation Works Yr 2	General renovation works to include improved pathways, general ground covering and equipment.	£15,000	£15,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.

Seafront Promenade Repair Works Yr 2	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Martello Tower Renovation Works Yr 2	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
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 us with large grant funding applications.	£15,000	£15,000	Possibly	Project agreed with Council earlier in the year. Project put back to 22/23
Seafront Sandpits	Install two sandpits along the seafront-part of Seafront Improvement Plan.	£5,000	£5,000	Possibly	Will look at various funding options.
2024-2025					
Martello Fields Fence Yr 3	Fence replacement	£10,000	£10,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Seafront Promenade Repair Works Yr 3	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Salts Playground Renovation Works Yr 3	General renovation works to include improved pathways, general ground covering and contribution to replacement of equipment.	£15,000	£15,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Martello Tower Renovation Works Yr 3	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
Seafront Sandpits	Install two sandpits along the seafront-part of Seafront Improvement Plan.	£5,000	£5,000	Possibly	Will look at various funding options.
2025-2026					
Martello Fields Fence Yr 4	Fence replacement	£10,000	£10,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Seafront Promenade Repair Works Yr 4	Patch repairs to concrete	£7,000	£7,000	Possibly	To come out of Seafront-Grounds Maintenance Non Contract budget
Martello Tower Renovation Works Yr 4	General renovation as detailed in survey.	£4,000	£4,000	Possibly	To be carried out over 3 years
Salts Playground Renovation Works Yr 4	General renovation works to include improved pathways, general ground covering and equipment.	£15,000	£15,000	Possibly	Work to be carried out over 4 years. May be brought forward if grant funding available.
Projects to Consider					
Various sites	Plant 1,000 whip trees	£2,000	£0	No	Costs covered by Tree Wardens EMR. Need to identify site.
Bonningstedt Memorial		£30,000	£30,000	Possibly	£30,000 spread over 3 years income accounted for 1 year later . Income should cover all costs eventually



Seaford Town Council

Report No:	172/21
Agenda Item No:	5
Committee:	Community Services
Date:	17th February 2022
Title:	Community Services Finance Report up to 31st December 2021
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To inform the Community Services Committee of Income and Expenditure up to 31st December 2021.

Recommendations
The Community Services Committee is recommended:
1. To note the contents of the report.

1. Information

- 1.1 Appendix 1 shows a breakdown of income and expenditure for the Community Services budget up to 31st December 2021.

105 Salts Recreation Ground

1073-Sports Pitch Hire and Green Fees income is already over double what was budgeted for. This is due to the budgeted figure being kept low this year due the risk of another lockdown and a backdated invoice for the Rugby Club of £2,135.

4261-Grounds Maintenance Non-Contract has gone over budget mainly due to playground equipment replacement. Please note a separate cost centre has been included in next year's budget exclusively for the playground.

4275-Building Maintenance will go over budget, mainly due to maintenance works to the café and changing rooms.

106 Crouch Recreation Ground

POOFY

1073-Sports Pitch Hire and Green Fees income is much higher than expected as the budgeted figure was kept low this year due the risk of another lockdown.

4275-Building Maintenance is over budget due to a new roof being required for the Football Clubhouse. £12,800 was received from Seaford Town Football Club and £5,000 was met from the Buildings Maintenance Earmarked Reserve (EMR).

107 Martello Fields

1050-Income Rent is higher than expected as many events such as the car boot sales have returned and there were two funfairs during the year.

108 Other Open Spaces

4275-Building Maintenance, £1,442 has been spent on renovations to the War Memorial. £942 was funded by grants (1053/108) and £500 which was vired from the Grounds Maintenance Non Contract Budget (4261/108).

115 Martello Tower

4275-Building Maintenance expenditure is low but it is planned to have a survey and valuation carried out this year, which should use up most of the budget.

116 Seaford Head Estate

1011 Income Filming is over twice what was budgeted for so far, as filming has been very busy over the 2021 summer period.

117 Seafont

1011 Income Filming isn't usually budgeted for, as is there very little filming on the seafont. However, there were a couple of shots this year meaning an income of just over £2,000.

118 Beach Huts

1094 Income Seasonal Beach Huts did not have a budget for this year, as when budgeted for it was not known whether short term rentals could go ahead due to restrictions.

The same applies for 4258 Seasonal Beach Hut Revenue Expenditure, for which only £2,000 was budgeted.

121 Seaford in Bloom

Savings to 4402 Seaford in Bloom were made by reducing the specification of the summer planting and not having any winter planting.

130 Other Recreation

4110-Swimming Pool, it is expected that there will be significant maintenance costs next year, so it was agreed in the last Community Services Meeting to put any remaining funds from this year's budget into an EMR towards these works.

135 Community Services Other

1070-Armed Forces Day had no income due to being cancelled.

225 Projects Pool

4421-Martello Toilets Capital Costs is showing some spend which is mainly for professional fees and investigative works for the Martello Toilet/Café project.

2. Earmarked Reserves

- 2.1** Attached as Appendix 2 is a table showing the EMR movements in the year that relate to this Committee. Some of the EMRs, such as building maintenance and grounds maintenance, are shared across the whole of the Town Council's budgets and are not just exclusively for this Committee's use.
- 2.2** Like the 2020 - 2021 year end, unspent balances on appropriate budgets will be transferred to EMR. It is anticipated that these EMRs will be built up year on year from current year underspends. If contingency sums are available in EMRs to meet potential liabilities, then the Town Council can reduce budgets accordingly and keep increases in future precepts to a minimum.
- 2.3** Since the last Community Services meeting, £11,375 has been spent from EMR 326 to fund the installation of bumper rails to the south elevation to both Martello Fields.

3. Financial Appraisal

3.1 There are no direct financial implications as a result of this report.

4. Contact Officer

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

Projects & Facilities Manager	
Town Clerk	

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Community Services							
<u>105 Salts Recreation Ground</u>							
1025 Income Sponsorship	230	0	(230)			0.0%	230
1050 Income Rent	2,077	2,155	78			96.4%	
1051 Income Insurance Recharge	1,564	1,480	(84)			105.7%	
1055 Income Memorial Bench	1,320	0	(1,320)			0.0%	
1058 Income Water Recharge	0	4,525	4,525			0.0%	
1066 Income Concession	11,566	12,000	434			96.4%	
1073 Sports Pitch Hire & Green Fees	5,149	2,000	(3,149)			257.5%	
1095 Income Tennis Courts	0	6,000	6,000			0.0%	
	21,906	28,160	6,254			77.8%	230
Salts Recreation Ground :- Income							
4052 Water & Sewerage	1,109	8,420	7,311		7,311	13.2%	
4055 Electricity	161	300	139		139	53.7%	
4095 Tennis Court Expenditure	0	6,000	6,000		6,000	0.0%	
4096 LTA Loan	0	7,010	7,010		7,010	0.0%	
4100 Telecommunications	197	250	53		53	79.0%	
4115 Insurance	3,516	3,690	174		174	95.3%	
4250 Memorial Bench	542	0	(542)		(542)	0.0%	
4251 Dog Bin Emptying	1,406	2,000	594		594	70.3%	
4252 Additional Litter Pick	0	1,000	1,000		1,000	0.0%	
4260 Grounds Maintenance Contract	54,912	69,635	14,723		14,723	78.9%	
4261 Grounds Maint non contract	6,916	6,000	(916)		(916)	115.3%	
4275 Building Maintenance	2,773	3,000	227		227	92.4%	
	71,532	107,305	35,773	0	35,773	66.7%	0
Salts Recreation Ground :- Indirect Expenditure							
	(49,626)	(79,145)	(29,519)				
Net Income over Expenditure							
6001 less Transfer to EMR	230						
Movement to/(from) Gen Reserve							
	(49,856)						
<u>106 Crouch Recreation Ground</u>							
1050 Income Rent	1,625	2,550	925			63.7%	
1051 Income Insurance Recharge	565	635	70			88.9%	
1053 Income Grants	12,800	0	(12,800)			0.0%	
1055 Income Memorial Bench	2,600	0	(2,600)			0.0%	
1058 Income Water Recharge	(2,000)	3,000	5,000			(66.7%)	
1073 Sports Pitch Hire & Green Fees	8,924	6,500	(2,424)			137.3%	
	24,514	12,685	(11,829)			193.2%	0
Crouch Recreation Ground :- Income							
4052 Water & Sewerage	(1,844)	5,100	6,944		6,944	(36.2%)	

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4115 Insurance	772	880	108		108	87.7%	
4250 Memorial Bench	1,293	0	(1,293)		(1,293)	0.0%	
4251 Dog Bin Emptying	1,004	1,375	371		371	73.0%	
4260 Grounds Maintenance Contract	25,989	34,890	8,901		8,901	74.5%	
4261 Grounds Maint non contract	1,922	5,000	3,078		3,078	38.4%	
4275 Building Maintenance	17,926	500	(17,426)		(17,426)	3585.1%	5,000
Crouch Recreation Ground :- Indirect Expenditure	47,062	47,745	683	0	683	98.6%	5,000
Net Income over Expenditure	(22,548)	(35,060)	(12,512)				
6000 plus Transfer from EMR	5,000						
Movement to/(from) Gen Reserve	(17,548)						
107 Martello Fields							
1050 Income Rent	9,251	5,000	(4,251)			185.0%	
Martello Fields :- Income	9,251	5,000	(4,251)			185.0%	0
4115 Insurance	6	10	4		4	57.8%	
4251 Dog Bin Emptying	804	1,100	296		296	73.0%	
4260 Grounds Maintenance Contract	12,352	16,200	3,848		3,848	76.2%	
4261 Grounds Maint non contract	1,861	3,000	1,139		1,139	62.0%	
Martello Fields :- Indirect Expenditure	15,022	20,310	5,288	0	5,288	74.0%	0
Net Income over Expenditure	(5,771)	(15,310)	(9,539)				
108 Other Open Spaces							
1025 Income Sponsorship	230	0	(230)			0.0%	230
1050 Income Rent	90	90	0			100.0%	
1053 Income Grants	942	0	(942)			0.0%	
1055 Income Memorial Bench	1,500	0	(1,500)			0.0%	
1066 Income Concession	507	0	(507)			0.0%	
1072 Income Trees for Seaford	5,799	0	(5,799)			0.0%	5,799
Other Open Spaces :- Income	9,069	90	(8,979)			10076.1	6,029
4018 Water Refill Maint	45	0	(45)		(45)	0.0%	45
4052 Water & Sewerage	336	310	(26)		(26)	108.4%	
4115 Insurance	33	0	(33)		(33)	0.0%	
4154 Land Registry Fees	0	60	60		60	0.0%	
4250 Memorial Bench	1,241	0	(1,241)		(1,241)	0.0%	
4251 Dog Bin Emptying	1,607	2,200	593		593	73.0%	
4260 Grounds Maintenance Contract	17,538	23,645	6,107		6,107	74.2%	
4261 Grounds Maint non contract	4,152	6,500	2,348		2,348	63.9%	

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4262 Trees for Seaford	4,957	0	(4,957)		(4,957)	0.0%	4,957
4275 Building Maintenance	1,442	500	(942)		(942)	288.4%	
Other Open Spaces :- Indirect Expenditure	31,351	33,215	1,864	0	1,864	94.4%	5,002
Net Income over Expenditure	(22,283)	(33,125)	(10,842)				
6000 plus Transfer from EMR	5,002						
6001 less Transfer to EMR	6,029						
Movement to/(from) Gen Reserve	(23,309)						
<u>113 Crypt</u>							
1051 Income Insurance Recharge	269	380	111			70.8%	
Crypt :- Income	269	380	111			70.8%	0
4115 Insurance	269	380	111		111	70.8%	
4275 Building Maintenance	0	500	500		500	0.0%	
Crypt :- Indirect Expenditure	269	880	611	0	611	30.6%	0
Net Income over Expenditure	0	(500)	(500)				
<u>114 South Street</u>							
4275 Building Maintenance	871	1,000	129		129	87.1%	
South Street :- Indirect Expenditure	871	1,000	129	0	129	87.1%	0
Net Expenditure	(871)	(1,000)	(129)				
<u>115 Martello Tower</u>							
4115 Insurance	1,692	1,745	53		53	97.0%	
4275 Building Maintenance	130	4,000	3,870		3,870	3.3%	
Martello Tower :- Indirect Expenditure	1,822	5,745	3,923	0	3,923	31.7%	0
Net Expenditure	(1,822)	(5,745)	(3,923)				
<u>116 Seaford Head Estate</u>							
1011 Income Filming	36,670	15,000	(21,670)			244.5%	
1050 Income Rent	11,295	10,000	(1,295)			112.9%	
1053 Income Grants	3,250	3,250	0			100.0%	
1054 Income Other	532	600	68			88.7%	
1066 Income Concession	1,850	3,300	1,450			56.1%	
1200 Income Nature Reserve	479	0	(479)			0.0%	
Seaford Head Estate :- Income	54,076	32,150	(21,926)			168.2%	0

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4115 Insurance	418	880	462		462	47.5%	
4199 Other Expenditure	1,027	1,200	173		173	85.6%	
4251 Dog Bin Emptying	804	1,100	296		296	73.0%	
4260 Grounds Maintenance Contract	828	2,000	1,172		1,172	41.4%	
4261 Grounds Maint non contract	2,474	3,000	526		526	82.5%	
4275 Building Maintenance	120	1,000	880		880	12.0%	
4500 Nature Reserve Expenses	16,870	16,200	(670)		(670)	104.1%	
4501 Filming Expenses	7,334	3,000	(4,334)		(4,334)	244.5%	
Seaford Head Estate :- Indirect Expenditure	29,874	28,380	(1,494)	0	(1,494)	105.3%	0
Net Income over Expenditure	24,201	3,770	(20,431)				
117 Seafont							
1011 Income Filming	2,265	0	(2,265)			0.0%	
1025 Income Sponsorship	710	0	(710)			0.0%	710
1057 Income Electricity Recharge	2,115	3,000	885			70.5%	
1058 Income Water Recharge	0	100	100			0.0%	
1066 Income Concession	53,720	41,820	(11,900)			128.5%	
1078 Income Entertainment Area	5,600	0	(5,600)			0.0%	
1084 Income Promenade	178	150	(28)			118.4%	
Seafont :- Income	64,588	45,070	(19,518)			143.3%	710
4018 Water Refill Maint	115	0	(115)		(115)	0.0%	115
4052 Water & Sewerage	(4)	500	504		504	(0.8%)	
4055 Electricity	2,082	3,000	918		918	69.4%	
4115 Insurance	913	955	42		42	95.6%	
4155 Professional Fees	0	1,000	1,000		1,000	0.0%	
4250 Memorial Bench	245	0	(245)		(245)	0.0%	
4253 Shelters	1,611	2,500	889		889	64.4%	
4254 Martello Entertainments Area	665	0	(665)		(665)	0.0%	
4255 The Shoal Expenditure	0	500	500		500	0.0%	
4261 Grounds Maint non contract	2,587	7,000	4,413		4,413	37.0%	
4270 Vehicles & Equipment Maint	0	100	100		100	0.0%	
4275 Building Maintenance	1,557	2,000	443		443	77.8%	
4301 Public Works Loan Payment	0	22,000	22,000		22,000	0.0%	
4501 Filming Expenses	400	0	(400)		(400)	0.0%	
Seafont :- Indirect Expenditure	10,170	39,555	29,385	0	29,385	25.7%	115
Net Income over Expenditure	54,418	5,515	(48,903)				
6000 plus Transfer from EMR	115						
6001 less Transfer to EMR	710						
Movement to/(from) Gen Reserve	53,823						

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
118 Beach Huts							
1019 Rechargeable Income	930	0	(930)			0.0%	
1054 Income Other	402	0	(402)			0.0%	
1057 Income Electricity Recharge	180	100	(80)			180.0%	
1060 Beach Huts Site Licence	26,823	24,455	(2,368)			109.7%	
1061 Beach Hut Annual Rent	13,530	15,195	1,665			89.0%	
1066 Income Concession	4,645	6,240	1,595			74.4%	
1094 Income Seasonal Beach Huts	13,313	0	(13,313)			0.0%	
Beach Huts :- Income	59,823	45,990	(13,833)			130.1%	0
4019 Rechargeable Expenditure	880	0	(880)		(880)	0.0%	
4021 Electricity Top Up Cards	0	100	100		100	0.0%	
4051 Rates	3,822	5,140	1,319		1,319	74.3%	
4055 Electricity	183	0	(183)		(183)	0.0%	
4110 Advertising & Publicity	0	1,000	1,000		1,000	0.0%	
4115 Insurance	1,028	1,215	187		187	84.6%	
4258 Seasonal Beach Hut Revenue Exp	12,702	2,000	(10,702)		(10,702)	635.1%	
4275 Building Maintenance	653	3,000	2,347		2,347	21.8%	
Beach Huts :- Indirect Expenditure	19,268	12,455	(6,813)	0	(6,813)	154.7%	0
Net Income over Expenditure	40,555	33,535	(7,020)				
119 Old Town Hall							
1050 Income Rent	1,222	1,275	53			95.8%	
1051 Income Insurance Recharge	160	200	40			80.2%	
Old Town Hall :- Income	1,382	1,475	93			93.7%	0
4115 Insurance	160	200	40		40	80.2%	
4275 Building Maintenance	0	2,000	2,000		2,000	0.0%	
Old Town Hall :- Indirect Expenditure	160	2,200	2,040	0	2,040	7.3%	0
Net Income over Expenditure	1,222	(725)	(1,947)				
121 Seaford in Bloom							
1054 Income Other	417	415	(2)			100.4%	
Seaford in Bloom :- Income	417	415	(2)			100.4%	0
4402 Seaford in Bloom	5,130	5,000	(130)		(130)	102.6%	
Seaford in Bloom :- Indirect Expenditure	5,130	5,000	(130)	0	(130)	102.6%	0
Net Income over Expenditure	(4,713)	(4,585)	128				

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>125 Allotments</u>							
1050 Income Rent	1,019	1,035	16			98.4%	
Allotments :- Income	<u>1,019</u>	<u>1,035</u>	<u>16</u>			<u>98.4%</u>	<u>0</u>
4261 Grounds Maint non contract	0	500	500		500	0.0%	
Allotments :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>1,019</u>	<u>535</u>	<u>(484)</u>				
<u>130 Other Recreation</u>							
4410 Swimming Pool	0	10,000	10,000		10,000	0.0%	
Other Recreation :- Indirect Expenditure	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(10,000)</u>	<u>(10,000)</u>				
<u>134 CCTV</u>							
4055 Electricity	1,404	2,550	1,146		1,146	55.1%	
4115 Insurance	336	400	64		64	84.0%	
4276 CCTV	4,049	9,000	4,951		4,951	45.0%	
CCTV :- Indirect Expenditure	<u>5,790</u>	<u>11,950</u>	<u>6,160</u>	<u>0</u>	<u>6,160</u>	<u>48.5%</u>	<u>0</u>
Net Expenditure	<u>(5,790)</u>	<u>(11,950)</u>	<u>(6,160)</u>				
<u>135 Community Service Other</u>							
1070 Armed Forces Day Income	0	2,000	2,000			0.0%	
1075 Income Christmas Event	370	7,210	6,840			5.1%	
Community Service Other :- Income	<u>370</u>	<u>9,210</u>	<u>8,840</u>			<u>4.0%</u>	<u>0</u>
4115 Insurance	52	60	8		8	86.2%	
4195 Events Expenditure	885	1,000	115		115	88.5%	
4273 Christmas Lights	10,618	15,000	4,382		4,382	70.8%	
4281 Christmas Event Expenses	6,435	10,300	3,865		3,865	62.5%	
4282 Armed Forces Day Expenditure	170	2,000	1,830		1,830	8.5%	
Community Service Other :- Indirect Expenditure	<u>18,159</u>	<u>28,360</u>	<u>10,201</u>	<u>0</u>	<u>10,201</u>	<u>64.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(17,790)</u>	<u>(19,150)</u>	<u>(1,360)</u>				
<u>225 Projects Pool</u>							
1014 CIL & S106 Receipts	87,430	0	(87,430)			0.0%	87,430
1016 Beach Hut Sales	37,000	0	(37,000)			0.0%	37,000
1053 Income Grants	1,000	400,000	399,000			0.3%	
Projects Pool :- Income	<u>125,430</u>	<u>400,000</u>	<u>274,570</u>			<u>31.4%</u>	<u>124,430</u>

Detailed Income & Expenditure by Budget Heading 31/12/2021

Month No: 9

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4095 Tennis Court Expenditure	5,943	0	(5,943)		(5,943)	0.0%	
4257 Seafront Improvement Plan	44,936	50,000	5,064		5,064	89.9%	44,936
4274 Projects Expenditure	0	2,000	2,000		2,000	0.0%	
4420 Bonn BH Capital Expenditure	1,280	0	(1,280)		(1,280)	0.0%	1,280
4421 Martello Toilets Capital Costs	17,727	400,000	382,274		382,274	4.4%	17,727
4423 Salts Development Plan	0	20,000	20,000		20,000	0.0%	
4424 South Hill Barn Development	1,627	5,000	3,373		3,373	32.5%	
Projects Pool :- Indirect Expenditure	71,512	477,000	405,488	0	405,488	15.0%	63,942
Net Income over Expenditure	53,918	(77,000)	(130,918)				
6000 plus Transfer from EMR	63,942						
6001 less Transfer to EMR	124,430						
Movement to/(from) Gen Reserve	(6,570)						
<u>301 Planning & Highways</u>							
4263 Bus Shelter Maintenance/Clean	270	1,500	1,230		1,230	18.0%	
4451 Twitten Naming	0	1,000	1,000		1,000	0.0%	
Planning & Highways :- Indirect Expenditure	270	2,500	2,230	0	2,230	10.8%	0
Net Expenditure	(270)	(2,500)	(2,230)				
Community Services :- Income	372,112	581,660	209,548			64.0%	
Expenditure	328,264	834,100	505,836	0	505,836	39.4%	
Net Income over Expenditure	43,848	(252,440)	(296,288)				
plus Transfer from EMR	74,060						
less Transfer to EMR	131,399						
Movement to/(from) Gen Reserve	(13,492)						
Grand Totals:- Income	372,112	581,660	209,548			64.0%	
Expenditure	328,264	834,100	505,836	0	505,836	39.4%	
Net Income over Expenditure	43,848	(252,440)	(296,288)				
plus Transfer from EMR	74,060						
less Transfer to EMR	131,399						
Movement to/(from) Gen Reserve	(13,492)						

Seaford Town Council

Earmarked Reserves 2021/22

A/C Code	Reserve Details	Opening Balance 01/04/2021	Income/ Transfers from Other Reserves	Used To Fund Expenditure	Closing Balance 01/02/2022	Committed	Available Balance	Notes
320	Elections	14,248			£14,248.41		14248.41	Built up over the years to spread the cost of 4 yearly elections
321	Building Maintenance	13,165		5,000	£8,165.00		£8,165.00	Contingency to meet unexpected liability on all buildings
323	Crypt Professional Fees	£1,075.00			£1,075.00		£1,075.00	Expenditure to be used for Building Works at the Crypt. <u>2022-2023</u> £1,075 Crypt window
326	Grounds Maintenance	£17,240.00		£11,375.00	£5,865.00		£5,865.00	Contingency to meet unexpected liability on all grounds and open spaces <u>2021/2022</u> £11,375 Seafront bumper rails
329	The Salts Landscaping	£844.55			£844.55		£844.55	Pitch repairs may be required due to wet weather over winter.
340	Vehicles & Equipment	£12,622.00		£990.41	£11,631.59	£8,700.00	£2,931.59	Contingency to meet unexpected liability for vehicles & equipment. Reserve built up to fund replacements <u>2021/22</u> Golf course equipment £16.42 Kettle £179.99 Fridge £794 overspend on digger + delivery <u>2022/23</u> £8,700 Equipment The View
342	Trees for Seaford *	£10,745.37	£5,809.28	£5,393.87	£11,160.78		£11,160.78	Income received from Resident Donations. Restricted to spend only on Trees
345	Memorial Bench Maintenance	£2,032.00			£2,032.00		£2,032.00	Contingency to meet maintenance needs of Memorial Benches
358	Community Projects	£1,469.75			£1,469.75		£1,469.75	Income received from donations for Beach Access Platform to be used for maintenance & repairs.
361	CIL Receipts *	£13,080.91	£87,429.93		£100,510.84	£30,000.00	£70,510.84	Income received from CIL monies - Restricted use <u>2021/22</u> up to £30,000 for tennis courts
362	Seafront Projects	£4,835.00			£4,835.00		£4,835.00	Sum earmarked from profits made on sale of Memorials @Martello Entertainment area
363	Capital Receipts *	£161,898.77	£37,000.00	£46,215.54	£152,683.23	£22,000.00	£130,683.23	Can only be used for Capital Expenditure. <u>2021-2022</u> £50,000 to be used for Sea defence Wall at Bönningstedt Beach Huts- £22,000 for martello toilets <u>2022-2023</u> £125,618 Martello Toilets
366	Seafront Development Plan (SDP)	£58,882.08		£17,726.50	£41,155.58		£41,155.58	For expenditure on SDP <u>2021/22</u> estimated £30,602 to be spent on Martello toilets preliminary costs <u>2022-2023</u>
367	Water Refill Stations	£0.00	£1,170.00	£160.00	£1,010.00			Sponsorship income earmarked to use for maintenance
	TOTAL EMR	£312,138.84	£131,409.21	£86,861.32	£356,686.73	£60,700.00	£294,976.73	



Seaford Town Council

Report No:	176/21
Agenda Item No:	6
Committee:	Community Services
Date:	17th February 2022
Title:	HM The Queen's Platinum Jubilee Celebrations - Update
By:	Sharan Brydon, Events & Facilities Officer
Purpose of Report:	To provide an update on Her Majesty The Queen's Platinum Jubilee celebrations within Seaford Town

Recommendations
The Community Services Committee is recommended:
1. To note work taking place by officers to deliver events in line with the guidelines.

1. Overview

- 1.1 2022 is the year in which Her Majesty the Queen Elizabeth II ('The Queen') becomes the first British Monarch to celebrate a Platinum Jubilee, marking 70 years of service to the people of the United Kingdom, the Realms and the Commonwealth.
- 1.2 6th February 2022 was the date on which The Queen has served 70 years on the throne. However, events and celebrations are taking place throughout the year, culminating in a four day UK Bank Holiday weekend from Thursday 2nd to Sunday 5th June. This is the weekend on which many communities and people will come together to celebrate this historic milestone and reflect on The Queen's 70 years of service.

2. Guidance from Buckingham Palace

- 2.1 Buckingham Palace has released a wealth of guidance as to the celebrations that are being arranged and those that local communities and

councils can get involved with. The key message is that the Palace is looking for as many people as possible to join in marking this monumental milestone.

- 2.2** Town Council Officers have reviewed this guidance, assessing what celebrations and activities are appropriate for it to arrange or facilitate, with its available resources and budget.
- 2.3 Beacons:**
- 2.4** The UK has a long tradition of celebrating Royal Jubilees, Weddings and Coronations with the lighting of beacons and this will be continued to mark The Queen's Platinum Jubilee.
- 2.5** The guidance from Buckingham Palace is that beacons are to be ready for lighting on 2nd June 2022 and can be lit in safe places that are felt to be prominent locally (farmers' fields, country estates, high hill tops, beaches surrounding our shores, town and village greens or other public spaces, for example).
- 2.6** Town Council officers have therefore started putting plans in place for a beacon to be made and lit for Seaford Town and its residents.
- 2.7** The location of the beacon is being researched by officers. The beacon will be a permanent structure and asset to Seaford Town, made by local craftspeople, also providing a lasting reminder of this historic moment in The Queen's reign.
- 2.8** Buckingham Palace's guidance provides clear and precise guidance for the 'order of the day' on 2nd June:
 - (a)** Town Criers will undertake the 'Proclamation' at 2pm announcing the lighting of the beacons for that evening.
 - (b)** Before the beacons are lit at 9.45pm, Pipers will play 'Diu Regnare' at 9.35pm, with Buglers and Cornet players undertaking the Bugle Call - 'Majesty' at 9.40pm.
 - (c)** The beacons will be lit at 9.45pm.
 - (d)** To coincide with the lighting, Buckingham Palace are encouraging the involvement of choirs, to sing the 'Song for the Commonwealth,' providing another colourful, community element of this Jubilee celebration, involving people of all ages and walks of life.

- 2.9** As part of the above event planning process, officers have contacted the Town Crier, a local Piper, Seaford Silver Band for Buglers and Cornet players and also Seaford Bonfire Society, to take part and assist with the lighting and extinguishing of the beacon.
- 2.10 The Big Jubilee Lunch – Sunday 5th June:**
- 2.11** The Palace is inviting groups and organisations to join in with The Big Jubilee Lunch on Sunday 5th June 2022. The Big Jubilee Lunch is an open invitation to get together with your neighbours and community to share friendship, food and fun, as part of the official Platinum Jubilee Weekend celebrations.
- 2.12** The Martello Fields have been provisionally booked for Sunday 5th June, to hold a celebratory event upon. Officers are currently liaising with groups regarding this event.
- 2.13 Other Community Celebrations:**
- 2.14** Officers have contacted all local groups and organisations within Seaford to ask if they have any plans to celebrate The Queen’s Platinum Jubilee over the June Bank Holiday weekend, including plans for The Big Jubilee Lunch.
- 2.15** Of the responses received at the time of writing, plans are still tentative and being confirmed. These include a number of different types of celebrations, such as choral events, cake and craft events, picnics, street markets, exhibitions and cycle tours.
- 2.16** A dedicated web page will be created on the Town Council’s website, showcasing the events and activities within the town. It is hoped that this will also help guide any joined up working between groups.
- 2.17** There is a tradition of street parties being hosted to celebrate Royal occasions. Anyone looking to host a street party will likely need to apply to Lewes District Council (as the Local Planning Authority) for a road closure to enable the event to take place. The Town Council will comment on road closure applications as a consultee and will endeavour to support Platinum Jubilee street parties where it is able to.
- 2.18** The official Queen’s Platinum Jubilee flag has been ordered and will be flown over the Platinum Jubilee celebration weekend, at Seaford Town’s War Memorial site on Sutton Park Road.

2.19 Registering of Celebrations:

2.20 The Palace has requested that celebrations and events be registered, including beacons being lit, to enable The Palace to map out and keep a lasting record of the Platinum Jubilee weekend's activities.

2.21 Anyone hosting a street party, event or exhibition is able to register this themselves online: <https://platinumjubilee.gov.uk/events/>

2.22 Officers will ensure all activities and celebrations the Town Council is arranging are registered with Buckingham Palace.

3. The Queen's Green Canopy

3.1 The Queen's Green Canopy (QGC) is a unique tree planting initiative created to mark The Queen's Platinum Jubilee and invites people from across the country to "Plant a Tree for the Jubilee".

3.2 During the planting season, October 2022 onwards, people or groups are encouraged to plant a tree and register it on the QGC website.

3.3 This initiative aims to create a legacy in honour of The Queen's leadership of the Nation, which will benefit future generations.

3.4 Officers are already working with organisations, such as Trees for Seaford, with the view of registering newly planted trees with the QGC.

3.5 Officers will also look to use the Town Council's communication channels to encourage other groups and individuals to contribute to the initiative with their own newly planted trees

4. The View

4.1 Officers at The View are reviewing what celebrations or other appropriate activities can take place at The View over the June Platinum Jubilee weekend. This will be confirmed as part of an update report to the Golf & The View Committee, once known, and be included within the Town Council's Platinum Jubilee webpage.

5. Financial Appraisal

5.1 Officers are currently seeking quotes for the build and installation of a permanent beacon. A budget has been for this has been included in the 2022 – 2023 financial year.

6. Contact Officer

The Contact Officer for this report is Sharan Brydon, Events & Facilities Officer.

Events & Facilities Officer	
Town Clerk	



Seaford Town Council

Report No:	175/21
Agenda Item No:	7
Committee:	Community Services
Date:	17th February 2022
Title:	Change of Use for Concession Unit
By:	Sharan Brydon, Events & Facilities Officer
Purpose of Report:	To present a proposal from an existing water sports concession for an eco-friendly water sports centre and café at Bönningstedt Promenade

Recommendations
The Community Services Committee is recommended:
<ol style="list-style-type: none">1. To consider the proposal from an existing seafront concession to place a shipping container as a concession base at Bönningstedt Promenade2. To consider the proposal of an eco-friendly waterfront café3. To decide whether to support a 12 month licence for the new style concession unit and adding food and drink to the concession

1. Information

- 1.1 Skipper Water Sports has been running for two summers (2019 and 2021) and have provided stand up paddle boarding, kayaking and inflatable toy rides on Seaford beach.
- 1.2 In addition to the activities on offer, Skipper Water Sports would like to change the use of their semi-permanent trailer to a more permanent shipping container, offering a water sports centre and café; see Appendix A.
- 1.3 The container would be situated along Bönningstedt promenade (near to the steps) and would be 20/25ft long and 8ft wide, divided equally into a

water sports centre and a waterfront café, selling healthy sandwiches, drinks, coffee, fruit juice and freshly made cakes; see Appendix A.

- 1.4 The container would be in situ from April 2022 for 12 months. This would complete Skipper Water Sports' three year licence as a trial concession trader.
- 1.5 Skipper Water Sports would need to look to apply to tender for the concession site in 2023, as its trial licence would have completed.
- 1.6 The water café would open from April to October, 10am to 4pm and would be weather dependant; in bad weather, the café would be kept closed.
- 1.7 The café would be an eco café and powered by solar energy only. Produce will be locally sourced and sustainable, where possible; see Appendix A.

2. Financial Appraisal

- 2.1 Skipper Water Sports has paid £175 per month for June, July and August in 2019 and 2021 (2020 being disrupted as a result of the Covid pandemic).
- 2.2 If the permanent container, water sports centre and waterfront cafe is added, the Town Council would increase the licence cost – the total of this unknown at this stage but would be agreed between the Town Council's Projects & Facilities and Finance departments under delegated powers.

3. Contact Officer

The Contact Officer for this report is Sharan Brydon, Events & Facilities Officer.

Events & Facilities Officer	
Town Clerk	

Report 175/21 Appendix A

Skipper Water Sports Café Proposal

Introduction: Skipper water sports was started by Tobias and Paddy on 23rd of June 2018. Skipper water sports has provided stand up paddle boarding, kayaking and inflatable toy rides. The business has grown year on year and has provided a well-run safe service for this time.

Located on Seaford promenade Skipper water sports last year was given the go ahead to have a semi-permanent unit.

Tobias and Paddy are both local and have grown up in Seaford both having worked in water sports for years prior and both having a passion for water sports.

People

Tobias Morrish graduated with a BSc in Business. Starting Skipper Water Sports 4 years ago, Tobias has experience working within the water sport industry having worked at multiple water sports kite schools.

Paddy Powney

Paddy is a Senior Water Sports Instructor, with multiple qualifications in the Water Sports Industry. Not only has Paddy worked within the hospitality sector for over 10 years, he was also promoted to Manager of a waterfront cafe in the South of France where he excelled at managing people, stock, delivery and execution.

Jack Visick

Restaurateur and Entrepreneur, with over 15 years professional hospitality experience. Owning and managing numerous venues, whilst running small- and large-scale remote events. Jack's hands-on approach and obsession with customer service are what helps drive the success of his businesses.

Jack currently runs a country pub restaurant, with a cafe, BNB and Glamping site.

Proposal: We would like to create a Water Sports Centre and Cafe.

Our collective vision is to have a container unit situated on the promenade (20/25 feet long 8 feet wide), divided equally into a water sports centre and a Waterfront Cafe, selling healthy sandwiches, drinks, coffee, fruit juice and freshly made cakes.

Time Frame

We would like the unit to be placed in April and to have it there for 12 months and look to keep it there for the near future ideally securing a 3-year lease.

Opening Times

The cafe would be open from April to October, we would be weather dependent so if the weather is too bad, we would not operate. Our opening times would be 10am to 4pm

The Eco Cafe

The unit will be powered by solar energy and therefore, there will be no generator. Produce will be locally sourced and sustainable, where possible, creating a fantastic community spot for the town,

The cafe would house 4 solar panels and inside would have an inverter and a battery to store the electricity. The coffee machine would run from LPG which is quiet. There would be no noise from the unit.

As the unit will be kept on site throughout the year, it will be necessary for our team to continue to upkeep and maintain the site, with regular checks.

Summary

We would welcome everyone to enjoy our new cafe. From tourists to beach goers, dog walkers to cyclists. As tourist demand increases in the local area, we want to provide something that's currently missing on this side of our stunning waterfront - an environmentally conscious friendly cafe with a fantastic local offering.

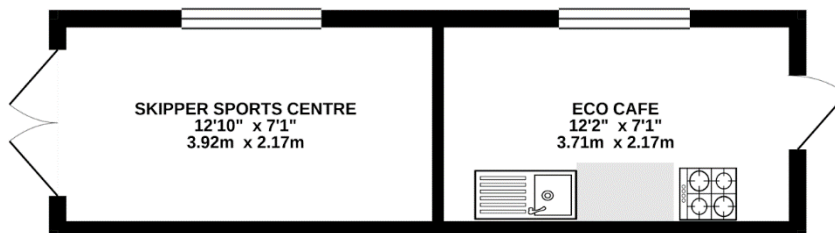
Risk assessment

This will be produced once and if approved.

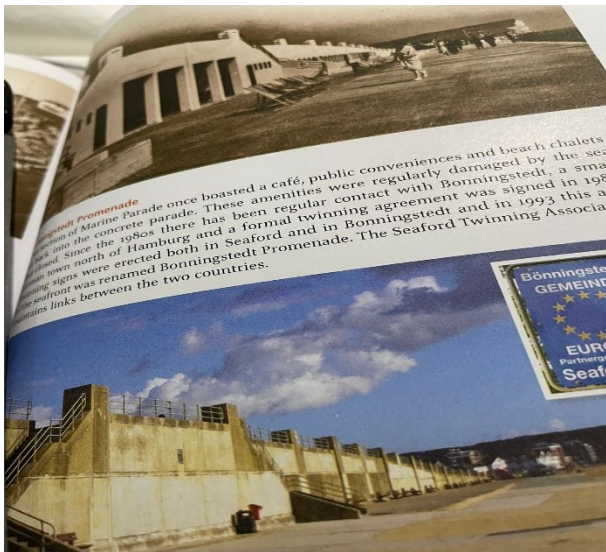
Images

Below are pictures which help demonstrate our vision.

GROUND FLOOR
178 sq.ft. (16.5 sq.m.) approx.



TOTAL FLOOR AREA: 178 sq.ft. (16.5 sq.m.) approx.
Whilst every attempt has been made to ensure the accuracy of the floorplan contained here, measurements of doors, windows, rooms and any other items are approximate and no responsibility is taken for any error, omission or mis-statement. This plan is for illustrative purposes only and should be used as such by any prospective purchaser. The services, systems and appliances shown have not been tested and no guarantee as to their operability or efficiency can be given.
Made with Memphis ©2021



We have discovered that in the exact spot where we want to launch our cafe there used to be a cafe and chalets so we think it would be fantastic to bring Seaford back to its former glory.



Seaford Town Council

Report No:	173/21
Agenda Item No:	8
Committee:	Community Services
Date:	17th February 2022
Title:	Additional Defibrillator – Church Street
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To seek approval from the Committee for the Town Council to take on the maintenance of a new defibrillator to be installed outside Seaford Police station.

Recommendations

The Community Services Committee is recommended:

1. To note the contents of the report.
2. To approve Town Council Officers applying for funding to replace the defibrillator that was previously available in the Police Station at 37 Church Street (relocated to the outside of the building).
3. To approve the Town Council registering a new defibrillator as a new asset and taking on all maintenance responsibilities.

1. Information

- 1.1** The Committee will be aware that the Mayor is working on a Seaford Defibrillator Location Mapping Project, which as well as mapping the location of defibrillators has also served to identify where the town would benefit from additional publicly-accessible defibrillators.
- 1.2** The Town Council currently maintains two defibrillators in the town. One at the Martello Toilets the other at The View.

- 1.3 The Police did provide a defibrillator in the reception area of 37 Church Street, however this was removed when it needed maintenance because the Police had no budget to cover the cost.
- 1.4 There was a defibrillator at St Leonard's Church but this was also removed due to vandalism and it is not known if it will be replaced.
- 1.5 As a result of the above, the nearest 24/7 publicly-accessible defibrillator to 37 Church Street is on the Seaford Railway Station platform.
- 1.6 The Grants Officer for the Police Property Act Fund has however indicated that the Fund would be pleased to receive a grant application for the costs of a replacement defibrillator.
- 1.7 Given the findings of the ongoing project, the Mayor has expressed his support of the Town Council applying for this funding and providing the town with an additional, potentially life-saving, defibrillator. This would be included on the location map being devised and would also act as another positive outcome from the project i.e. not just mapping locations but also actually increasing the provision of defibrillators within the town.
- 1.8 It is therefore proposed that the Committee agrees for officers to apply for funding to replace the defibrillator, relocating it to the outside wall of the Police Station so it will be available at all times.
- 1.9 In order for the Town Council to make this grant application, the Town Council would need to agree to be the owner of that defibrillator, taking on all maintenance responsibilities.
- 1.10 Officers will make contact with the Sussex Police Estates team regarding affixing the defibrillator to the external wall and seeking the necessary permissions to do so.

2. Recommendations

- 2.1 This report seeks permission from the Community Services Committee for the Town Council to become the owner of this third publicly-accessible defibrillator, through external funding, and taking on full maintenance responsibilities.

3. Financial Appraisal

- 3.1 Replacement batteries cost around £30 and last, from new, for five years.
- 3.2 The pads also have a five-year life span but will need replacing if used. These cost around £80.

3.3 In future years, an appropriate budget will be allocated (or earmarked reserve created) to ensure the necessary funds are available for battery and/or pad replacements.

4. Contact Officer

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

Projects & Facilities Manager	
Town Clerk	



Seaford Town Council

Report No:	174/21
Agenda Item No:	9
Committee:	Community Services
Date:	17th February 2022
Title:	The Crypt Gallery - New Tenant
By:	Tony Jackson, Projects & Facilities Manager
Purpose of Report:	To seek approval from the Committee to delegate authority to officers in consultation with the Mayor and Chair of Community Services to appoint a new tenant at the Crypt Gallery and agree the lease terms.

Recommendations
The Community Services Committee is recommended:
<ol style="list-style-type: none">1. To note the contents of the report.2. To approve to grant delegated authority to officers in consultation with the Mayor and Chair of Community Services to appoint a new tenant at the Crypt Gallery and agree the lease terms.

1. Information

- 1.1** The Arts@theCrypt charitable trust have had a lease at the Crypt Gallery since January 2018.
- 1.2** The lease is at a peppercorn rate; however the trust takes on all the gallery running costs and internal building maintenance responsibilities.
- 1.3** The lease dictates the building to be used as a community arts centre offering gallery and workshop spaces for cultural events.
- 1.4** Unfortunately, last year Arts@theCrypt contacted officers to say they no longer had the resources to continue the lease. They kindly agreed to continue running the gallery until April 2022.

- 1.5 Due to the relatively short timescale in which the Town Council has to make arrangements for a replacement tenant and avoid a major disruption in the gallery services/planned exhibitions, officers are now seeking delegated authority from the Committee to agree these arrangements.
- 1.6 As the building has been an established cultural centre in Seaford for many years, officers approached other local artist groups to see if they may be interested in taking on the running of the gallery.
- 1.7 Four organisations were contacted, two have expressed an interest and will be sending in business plans.
- 1.8 The aim is that the gallery continues to run on a like-for-like basis with all event bookings taken so far this year being honoured. The discussions with the two organisations that have expressed an interest have led officers to believe that this will be achievable.
- 1.9 The terms of the lease entered in to would be similar, if not identical, to the existing lease with Arts@theCrypt. Attached as Appendix A is the current lease, for members information. Members are invited to make any comments on this lease for officers to take into account when negotiating the new lease.

2. Recommendations



- 2.1 This report seeks permission from the Community Services Committee to delegate authority to officers in consultation with the Mayor and the Chair of Community Services to agree a new lease with a new tenant.
- 2.2 The new lease will be presented back to Committee for information at the next available meeting after the arrangement has been agreed, and for the necessary resolution to apply the Town Council’s seal to the document.

3. Financial Appraisal

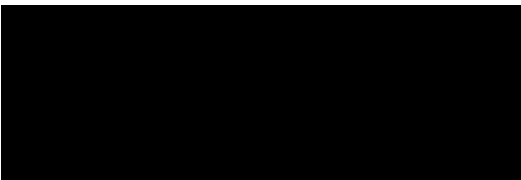
- 3.1 There are no direct financial implications as a result of this report.

4. Contact Officer

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

Projects & Facilities Manager	
Town Clerk	

LEASE
Land Registry Particulars



LR1. Date of lease	
LR2. Title number(s)	<p>LR2.1 Landlord's title number(s)</p> <p>LR2.2 Other title numbers</p>
<p>LR3. Parties to this lease</p> <p>Give full names, addresses and company's registered number, if any, of each of the parties. For Scottish companies use a SC prefix and for limited liability partnerships use an OC prefix. For foreign companies give territory in which incorporated</p>	<p>Landlord</p> <p>Seaford Town Council of 37 Church Street, Seaford, East Sussex BN25 1HG</p> <p>Tenant</p>
LR4. Property	<p>In the case of a conflict between this clause and the remainder of this lease then, for the purposes of registration, this clause shall prevail.</p> <p>the ground floor and basement of 23 Church Street, East Sussex BN25 1HD as more particularly described in the First Schedule property described in the First Schedule</p>
LR5. Prescribed statements etc.	None
LR6. Term for which the Property is leased	10 years
LR7. Premium	nil

LR14. Declaration of trust where there is more than one person comprising the Tenant If the Tenant is more than one person, complete this clause by omitting or deleting all inapplicable alternative statements.	N/A

THIS LEASE made the

BETWEEN SEAFORD TOWN COUNCIL of 37 Church Street, Seaford, East Sussex BN25 1HG (hereinafter called "the Council") of the one part and

WITNESSETH as follows :-

Definitions

1. In this Lease the following terms have the meanings set against them:
 - (1) the demised Premises: the ground floor and basement of 23 Church Street, East Sussex BN25 1HD as more particularly described in the First Schedule property described in the First Schedule
 - (2) the term hereby :
Granted
 - (3) the permitted use: A community arts centre offering gallery and workshop spaces for cultural and creative events
 - (4) the rent: A peppercorn per annum plus the building insurance recharge
Subject to periodic revaluation
 - (5) insurance rent the aggregate in each year of:
 - (A) A a fair proportion of the gross cost of the premium before any discount or commission for:
 1. insurance of the Building, other than any plate glass, for its full reinstatement cost (taking inflation of building costs into account) against loss or damage by or in consequence of the Insured Risks, including costs of demolition, site clearance, site protection and shoring up, professionals' and statutory fees and incidental expenses, the cost of any work which may be required under any law and VAT in respect of those costs, fees and expenses; and

the Committee of London Clearing Bankers as the Council nominates

- (7) "base rate" means the published base rate from time to time of the bank but if no such rate shall be published two per centum above the rate paid by the bank from time to time on deposits of the minimum sum accepted at interest for repayment on seven days' notice
- (8) "interest" is at the annual rate of four per centum above the base rate for the time being compounded with rests on each quarter days
- (9) any covenant to pay interest shall be a covenant to pay interest at the said rate both before and after judgment or arbitration award

Demise

3. The Council hereby demise unto the Lessee **ALL THAT** the demised premises **TOGETHER** with the landlord's fixtures and fittings in and upon the demised premises **EXCEPTING AND RESERVING** unto the Council its successors in title and its lessees licensees owners and occupiers for the time being of adjacent and neighbouring land the right (in common with the Lessee where appropriate)

Rights for services etc.

- (1) The free and uninterrupted passage and running of water soil, gas electricity and other services as now or hereafter to be used and enjoyed from or to other buildings and land of the Council or its lessees licensees owners and occupiers as aforesaid through the mains pipes sewers drains channels and cables in over or under the demised premises along such routes and in such positions as at present exist or as the Lessee shall in the future agree (such agreement not to be unreasonably withheld) and in any event so as not to interfere with any approved constructions on the demised premises **TOGETHER** with the right to lay construct and maintain (or permit to be laid constructed and maintained) in over or under the demised premises such further mains pipes sewers drains channels and cables manholes stopcocks inspection chambers and similar apparatus as may be in the opinion of the Council necessary during the term hereby granted and also with the right for the Council and its agents and all other persons lawfully authorised with or without workmen and others at all reasonable times to enter upon the demised premises or any part thereof for the purpose of laying constructing inspecting maintaining repairing and renewing any main pipe sewer drain channel manhole stopcock cable inspection chamber or similar apparatus the Council or such other person as aforesaid making good all damage caused to the demised premises by reason of the carrying out of any such works

- (c) To pay the Insurance Rent on demand and any amount that is deducted or disallowed by the insurers pursuant to any excess provision in the insurance policy in so far as the excess is attributable to the Property

- To pay rates etc.** (2) To pay and discharge all existing and future rates taxes charges duties assessments and outgoing whatsoever whether parliamentary local or otherwise now or hereafter imposed or charged upon the demised premises or any part thereof or upon the owner or occupier thereof or payable by either in respect thereof to the appropriate authorities respectively responsible for collecting the same

- To pay utilities** (3)
 - (a) To pay all costs in connection with the supply and removal of electricity, gas, water, sewage, telecommunications, data and other services and utilities to or from the Property.
 - (b) If any of those costs are payable in relation to the Property together with other property, the Lessee shall pay a fair proportion of all those costs.
 - (c) The Lessee shall comply with all laws and with any recommendations of the relevant suppliers relating to the use of those services and utilities.

- To comply with Planning Acts** (4)
 - (a) At all times to comply with the requirements of the Planning Acts insofar as they will affect the demised premises and to indemnify the Council against all proceedings expenses claims and demands in respect of any contravention by the Lessee of any provision of the Planning Acts
 - (b) To comply with any conditions attached to any temporary planning permission that the Lessee implements and which are intended to be complied with when the demised premises cease to be used in accordance with that planning permission even though the period for which the permission was granted extends beyond the date of termination of this Lease
 - (c) Whenever required to permit the Council to enter upon the demised premises to comply with any requirement lawfully made of them under the Planning Acts by any competent authority notwithstanding that any action reasonably necessary for compliance interferes

other hand) of the expenses payable in respect of repairing renewing cleansing and lighting all party walls fences sewers drains water pipes gas pipes electricity cables roads and other like things the use of which is common to the demised premises and other premises assuming that all the services mentioned are in good working order and do not require remedial work at the time of signing this lease (including in the case of a road any expenses of bringing the same up to a suitable standard for adoption by the Local Highway Authority) and in default of agreement as aforesaid such fair proportion to be determined by a single surveyor acting as an independent expert and not as an arbitrator and to be appointed by the President for the time being of the Royal Institution of Chartered Surveyors whose decision shall be final and his fee shall be equally shared or borne by the parties hereto

Repair of fire

- (6) Subject to the provisions of Clause 6(3) hereof in the event of the demised premises or any part thereof or the Landlord's fixtures and fittings therein being damaged or destroyed by fire or other risk insured against then and as often as the same shall happen diligently and with all convenient speed completely to repair reinstate or rebuild as the case may be the demised premises and the Landlord's fixtures and fittings in or upon the same in a good and substantial manner as so as to render the same fit for use to the satisfaction of the Council's Surveyor the Council making available by instalments to the Lessee as the repairing reinstating and rebuilding as the case may be proceeds and in accordance with a certificate or certificates to be issued by the Council's Surveyor as to the value of the works completed to his satisfaction as aforesaid any moneys (except rent insurance moneys) received by the Council from insurance of the demised premises in respect of such damage or destruction **PROVIDED** there shall be no obligation on the Council to make available to the Lessee at any time insurance moneys of an amount exceeding the total costs and expenditure actually incurred by the Lessee up to the same time in such repairing reinstating or rebuilding

To paint

- (7) In the last year of the term hereby granted to paint in a proper and workmanlike manner the outside wood iron and other parts heretofore or usually painted of the demised premises and all additions thereto with three coats of good quality paint suitable for external use and for the surface and material to which it is to be applied

**To permit Council
to enter and view
and take inventories**

- (10) To permit the Council by its Surveyor or other Agent twice or oftener in every year during the term hereby granted at reasonable hours in the daytime to enter the demised premises to view the state of repair and condition of the same and to take inventories of the fixtures therein

**To permit Council
to enter and repair
adjoining premises**

- (11) To permit the Council by its Surveyor or other Agent with or without workmen at any time during the term hereby granted at reasonable hours in the daytime to enter upon the demised premises for the purpose of executing repairs or alterations to or in connection with any other parts of the building of which the demised premises form part (if any) or any adjoining premises of the Council the Council making good all damage thereby occasioned to the demised premises

User of the premises

- (12) No without the written consent of the Council under the hand of its Solicitor to use or permit or suffer to be used the demised premises or any part thereof otherwise than solely and exclusively as and for the permitted use

**Not to sell or supply
intoxicants or to
hold auctions**

- (13) Not to hold or permit or suffer to be held any sale by auction on the demised premises or any part thereof or to sell any intoxicating liquor thereof or therefrom not to use the demised premises for residential purposes nor except with the prior written consent of the Council to use or suffer to be used the demised premises or any part thereof for the sale or purchase of second hand goods EXCEPT the sell serve and supply of liquor for occasional events subject to prior written consent of the Council PROVIDED ALWAYS THAT such event has necessary licence and obtained Temporary Events Notice from the Council

**Not to permit
nuisance**

- (14) Not to do or commit or permit or suffer to be done or committed upon the demised premises or any part thereof any act or thing which shall or may be or become a nuisance annoyance or disturbance to the Council or to the owners lessees or occupiers for the time being of any adjoining or neighbouring property to the neighbourhood

Not to make

- (b) Not to underlet the whole or any part of the demised premises with the Council's consent, such consent not to be unreasonably withheld or delayed

To produce assignments etc.

- (19) Within one month next after any permitted assignment assurance underlease or devolution of the Lessee's estate or interest in the demised premises or any part thereof or devolution of any such underlease to produce to the Council the original or a certified copy of the instrument of such assignment assurance underlease or devolution or in the case of a devolution of an underlease to cause the original or a certified copy of the instrument effecting the same to be produced to the Council as aforesaid and to pay to the Council a reasonable fee of not less than Ten pounds in respect of the registration of such transaction in the Council's records

To permit notice board for reletting

- (20) to permit the Council or its Agents at any time within three calendar months before the expiration or sooner determination of the term hereby granted to enter upon the demised premises and to affix and retain without interference upon any suitable part thereof a notice board for reletting the same and to permit all persons by order in writing of the Council or its Agents to view the demised premises at reasonable hours in the daytime without interruption

To prevent encroachments and new easements

- (21) To take all necessary steps to prevent any encroachment upon the demised premises or the acquisition of any new right to light passage drainage or other easement over upon or under the demised premises and to give notice to the Council of any threatened encroachment or attempt to acquire any such easement

To pay expenses of S146 Notice

- (22) To pay all expenses (including solicitors' costs and surveyors' fees) incurred by the Council of and incidental to the preparation and service of
 - (a) any notice under Section 146 of the Law of Property Act 1925 or incurred in or in contemplation of proceedings under Sections 146 and 147 of that Act notwithstanding in any such case forfeiture is avoided otherwise than by relief granted by the Court

use their best endeavours to increase The Arts@theCrypt membership

**COUNCIL'S
COVENANTS**

5. The Council hereby covenants with the Lessee as follows :

Quiet enjoyment

- (1) That the Lessee paying the rent or rents hereby reserved and performing and observing the several covenants conditions and agreements herein contained and on the Lessee's part to be performed and observed may peaceably and quietly hold and enjoy the demised premises during the term hereby granted without any lawful interruption by the Council or any person rightfully claiming under or in trust for the Council

To insure

- (2) (a) At all times to keep the demised premises insured to the full cost of reinstatement under a policy complying with the terms of this Clause. The Council shall not be obliged to insure any part of the Property installed by the Lessee.

(b) To produce to the Lessee on demand (but not more often than once in every year unless any building on the demised premises is destroyed or damaged in circumstances that might give rise to an insurance claim) the insurance policy effected pursuant to this Clause and the receipt for the last premium paid thereon or (at the option of the Council) evidence from the insurers of the full terms of the policy and that the same is still in force and to produce to the Lessee as soon as received any endorsement varying the terms of the insurance policy or a copy thereof or sufficient evidence of the contents thereof

(c) An insurance policy complies with the terms of this Clause if :

(i) it is effected in the name of the Council and in the names of such other persons interested in the demised premises as either the Council or, if appropriate, the Lessee shall from time to time reasonably require

(ii) it provides cover against loss or damage by any of the following risks (in this Clause called "insured risks") to the extent that such cover is for the time being available for buildings of the type of the demised premises : fire lightning and explosion Together with such other risks against which the Landlord shall from time to time reasonably deem it prudent to insure

equivalent to the rent hereby reserved (whichever of the said period shall be the shorter and so that in no circumstances shall the rent suspension exceed three years) and any dispute doubt or question concerning this sub-clause shall be referred to the sole arbitration of an independent person to be appointed by the President of the Royal Institution of Chartered Surveyors whose decision shall be final

Insurance

- (3) In any case in which it is not possible within three years of any building on the demised proceeds premises suffering any insured loss or damage to enter into a contract for the rebuilding or reinstatement thereof the insurance moneys and all interest earned thereon shall be divided between the Council and the Lessee in the ratio of the open market values of their respective interests in the demised premises immediately prior to the occurrence giving rise to the insured loss or damage (there being taken into account the likelihood of the Lessee being able by virtue of any statutory provision to retain the use and occupation of all or any part of the demised premises after the expiry of the term hereby granted) and any dispute as to the division of such insurance moneys shall be determined by arbitration

VAT

- (4) Any sums payable hereunder by the Lessee shall be deemed to be exclusive of value added tax and the amount of any such tax payable thereof (whether by the Lessee or by the Council) shall be paid by the Lessee to the Council

Arbitration

- (5) Any dispute or question to be referred to arbitration hereunder shall be referred in accordance with the Arbitration Act 1950 to a single arbitrator nominated in default of agreement between the Council and the Lessee by the then President of the Royal Institution of Chartered Surveyors at the request of either of them

**Landlord & Tenant
Act compensation**

- (6) Subject to the provisions of sub-section (2) of Section 38 of the Landlord and Tenant Act 1954 neither the Lessee nor any assignee or underlessee of the term hereby granted or of the demised premises or any part thereof shall be entitled on quitting the demised premises or any part thereof to any compensation under Section 37 of the same Act (as amended by the Law of Property Act 1969) or under any corresponding provision in any Act amending or replacing the same

IN WITNESS whereof the Council has caused its Common Seal to be hereunto affixed and the Lessee has executed this deed in the presence of attesting witnesses the day and year first before written

**THE FIRST SCHEDULE
(The demised premises)**

ALL THAT the premises known as either the Arts@theCrypt Gallery 23 Church Street Seaford BN25 1HD more particularly delineated on the plan annexed hereto and shown edged in red

SIGNED AS A DEED BY THE SAID

In the presence of



SIGNED AS A DEED BY THE SAID

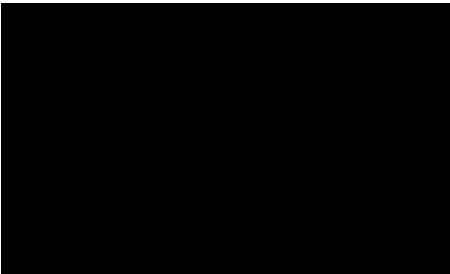
In the presence of



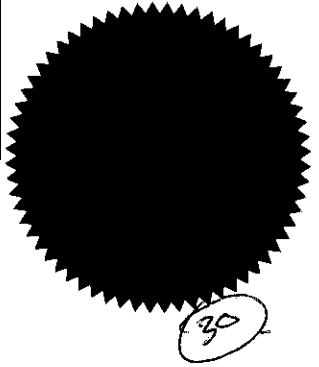
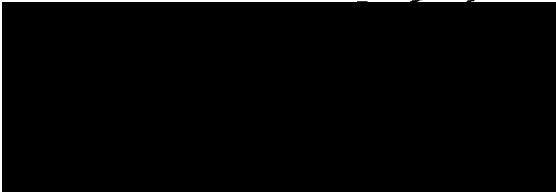
DATED

10.10.17

THE COMMON SEAL OF
SEAFORD TOWN COUNCIL
Affixed in the presence of



Town Clerk



WEST STREET
PUBLIC CAR PARK

CHURCH STREET

23

21

GALLERY

HISTORIC
MONUMENT
13th CENTURY
HOUSE CELLAR

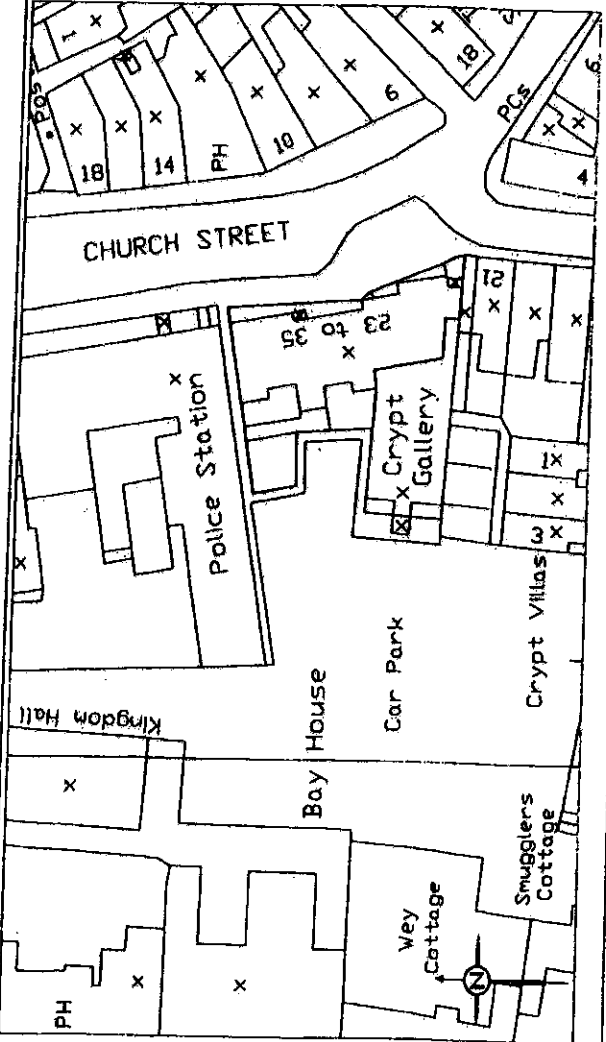
STORE

ENTRANCE

ACCESS
WC

GROUND FLOOR PLAN

CHURCH STREET



PROJECT	DRAWING NUMBER	REVISION
The Crypt Gallery & 23 Church Street Seafood	PS/ 862/09	-
DRAWING TITLE	SCALE	DATE
Lease Plan	1: 500 & 1:100 at A3	6.05.10

PROPERTY SERVICES
SOUTHOVER HOUSE
SOUTHOVER ROAD
LEWES
E Sussex
BN7 1AB
Tel: 01273 471600
Fax: 01273 484431



Lease Plan