



Seaford Town Council

MINUTES of a **Meeting** of the **Full Council** held at Seaford Baptist Church Auditorium, Belgrave Road, Seaford on **Wednesday 25th August 2021** at 7.00pm.

Present:

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

Councillors D Argent, L Boorman, M Brown, S Dunn, J Edson, MA Hayder, R Hayder, O Honeyman, R Honeyman, J Lord, J Meek, B Payne, G Rutland and L Wallraven.

Adam Chugg, Town Clerk

Georgia Raeburn, Executive Support Officer

Tony Jackson, Projects & Facilities Manager

Geoff Johnson, Planning Officer.

There were three members of the public physically in attendance, in addition to live stream watchers.

Cllr Adil attended the meeting via Zoom.

C49/08/21 Apologies for Absence

Apologies for absence were received from Councillors S Adeniji, N Adil, M Everden and B Webb.

C50/08/21 Disclosure of Interests

There were no disclosures of interests.

C51/08/21 Public Participation

There was no public participation.

C52/08/21 Minutes

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

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| C52.1 | Golf & The View | 8 th June 2021 |
| C52.2 | Planning & Highways | 16 th June 2021 |
| C52.3 | Planning & Highways | 7 th July 2021 |
| C52.4 | Planning & Highways | 28 th July 2021 |
| C52.5 | Full Council | 23 rd June 2021 |
| | With an amendment at C47 from '...confusion with the <u>district</u> ...' to '...confusion with the <u>Lewes county ward</u> ...'. | |

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| C52.6 | Community Services | 14 th July 2021 |
| C52.7 | Finance & General Purposes – including three recommendations within, set out below for clarity: | 21 st July 2021 |
| C52.8 | F11 | It was RESOLVED to RECOMMEND to Full Council to adopt the Gifts & Hospitality Policy as presented with report 53/21 – CARRIED . |
| C52.9 | F14.1 | It was RESOLVED to RECOMMEND to Full Council to agree that Seaford Town Council provides financial administration aid only for Seaford Community Partnership should its bid to the Community Renewal Fund be successful. For clarity, this does not include procurement assistance – CARRIED . |
| C52.10 | F14.2 | It was RESOLVED to RECOMMEND to Full Council to delegate power to the Town Clerk and RFO in consultation with the Chair of Finance & General Purposes, to agree the details of the work arrangements [at F14.1], only if the arrangement covers all costs and there is capacity within the staff team – CARRIED . |

C53/08/21 Mayor's Update Report

Full Council considered report 59/21 presenting the Mayor's Update Report.

The Mayor introduced his report talking through the social media statistics, attendance at physical events, the strategy with the Mayor's Charity Initiative and plans for his second municipal year in the mayoral office.

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

C54/08/21 Young Mayor's Update Report

Full Council a verbal update from the Mayor on the Young Mayor's behalf, including the Young Mayor's chosen charity for their term in office, Defiance Sport, and the engagements attended to date and support of the Deputy Young Mayor.

C55/08/21 Town Council Working Group Reports

As per the agenda, it was confirmed that the Assets Working Group update report is being considered elsewhere on the agenda and that the Climate Change Working Group would be reporting back to Full Council in October.

C56/08/21 Outside Body Representative Reports

To enable Town Councillors appointed as representatives of outside bodies of the Town Council to give brief verbal updates on relevant business / activities of the outside body, for noting only.

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| Representative of Bishopstone United Charities | On behalf of the trustees, thanked the Town Council for the financial grants received in the 2021 grants scheme. |
| Representative of Seaford Head Golf Club | Confirmed that at the last meeting, the committee expressed concern about the 17 th green and crack on the cliff. The next meeting is on 1 st September – the representative will liaise with the Town Clerk ahead of this meeting. |
| Representative of Lewes District Association of Local Councils (LDALC) | Confirmed that at the recent AGM, the association decided to meet every two months from now on. |
| Lewes Joint Action Group (JAG) | Expressed their gratitude at the speed of which a security issue with a residents home was addressed having been raised at a meeting of this body. Confirmed that they had asked what preparations there were from local authorities for summer weekends at the coast – it was confirmed that the focus would be on response. |

C57/08/21 District & County Councillor Update Report

To give an opportunity for an update from councillors at a District or County level on business and activities that effect Seaford and the local area.

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| <i>Councillor Liz Boorman, Lewes District Council</i> | <i>Confirmed that the District Council currently has two consultations open until 20th September, regarding Licensing and Gambling. Confirmed that residents will have received an email or letter being asked to update the electoral register regarding who lives at the address.</i> |
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C58/08/21 Town Clerk's Update Report

Full Council considered report 60/21 updating Full Council on key Town Council work and work priorities for the Town Clerk.

Members discussed the pending Fields In Trust applications.

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

C59/08/21 Martello Toilets Project

Full Council considered report 64/21 updating Full Council on the work of the architects and enable Full Council to approve plans for submission to Lottery and also Lewes District Council for planning permission.

(7.25pm – Standing Orders were suspended to allow the architect, of ABIR Architects, to respond to questions from Full Council)

With the architect able to provide answers to questions, members discussed ensuring adequate filtering of cooking smells, the logistics of the serving hatches on both concessions, the weatherproofing in winter months, the sensitivity of the design to the listed Martello Tower building, the logistics of wheelchair users operating the sliding doors to the main concession seating area and the process for updating councillors on the progress of the project.

(7.37pm – Standing Orders were reinstated)

Members discussed a nominal charge or donations route to support the upkeep of the new facility.

C59.1 It was **RESOLVED** to **NOTE** the report.

C59.2 It was **RESOLVED** to **APPROVE** the presented plans as the design to take forward for re-building the Martello Toilets with Changing Places facility, noting that work will continue with all councillors, officers and the consultant to take the project forwards.

C59.3 It was **PROPOSED** to **AGREE** to explore the feasibility of enabling the chargeable provision of water and wastewater disposal for campervans and other users; the **MOTION** was **CARRIED**.

C59.4 It was **RESOLVED** to **APPROVE** these plans for submission to the National Lottery for part of the funds for the project.

C59.5 It was **RESOLVED** to **APPROVE** these plans for submission to Lewes District Council for planning permission.

(7.57pm – one member of public exited the meeting)

C60/08/21 Strategic Planning

Full Council considered report 62/21 setting out the process for updating the Strategic Objectives of Seaford Town Council by the beginning of 2022 – 2023.

Members discussed aligning the strategic objective timeline to the election timelines and creating a working group to assist officers with the review process.

C60.1 It was **RESOLVED** to **NOTE** the report.



C60.2 It was **RESOLVED** to **AGREE** to update the Town Council's Strategic Objectives, including:

- Gathering feedback from local people, groups and key stakeholders;
- Confirming which parts of the previous plan to take forward, and;
- Convening to work together on new objectives.

C61/08/21 Street Market Feedback

Full Council considered report 63/21 presenting feedback on the consultation undertaken regarding the request to hold a street market within Church Street.

Members discussed thanking the market manager for their time and efforts to consult fully with the public on their request, being pleased to see no generators being used, the proposed date of the first market and any effect of inclement weather on the market.

It was **RESOLVED** to **APPROVE** the street market taking place within Church Street for a trial period of up to three months, noting the delegated power to officers in consultation with the Chair of Community Services to grant a yearly licence subject to a successful trial.

(8.08pm – one member of public exited the meeting)

C62/08/21 Assets Working Group Part 2

Full Council considered report 72/21 enabling Full Council to be updated on the work of the group and also consider proposals concerning some of the assets of the Town Council.

Members discussed the proposal for the site on The Holt, ownership of the Firl Close land, residents' concerns voiced regarding any development on the Land at end of Maurice Road, the technical differences between re-greening and re-wilding, a request to have both sites at The Covers cut and the official name of the 'Beach Garden'.

C62.1 It was **RESOLVED** to **NOTE** the report.

C62.2 It was **RESOLVED** to **AGREE** with the recommendations for each asset as set out within Appendix A of report 72/21, set out below for clarity:

| Property and Location | RECOMMENDATION AGREED |
|---|--|
| The Holt - Land adjacent to 2 The Holt, Seaford, BN25 3HR | We note the recommendation of the Neighbourhood Plan but, given the size of the plot, it is recommended to explore option of selling to neighbouring residents for garage space. |

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| Near to Blatchington Pond-Sutton Drove - Small strip of land opposite Blatchington Pond - on Sutton Drove | Investigate sale to neighbours. |
| Sutton Drove – at junction with The Byeways | Establish status of /arrangements for substation. Following this, explore sale to residents. If no interest, can offer opportunities for use a green space by community group in 2022. |
| Firle Close | 2022: work to establish ownership and report back to Town Council. |
| Land at end of Maurice Road | 2022: Discuss with South Downs National Park Authority, as Planning Authority. |
| Old Town Hall | Return to this in 2022. |
| Martello Beach Huts | Consider options in 2022, considering: A - the benefits to residents from having huts accessible to those who cannot buy vs B - benefits to Council projects and precept levels from taking the income. |
| Chyngton way roundabout - sponsorship | No further action. |
| The Covers – College Road | No further action. |
| The Covers – Ringmer Road | No further action. |
| Near Blatchington Pond – Avondale Road | No further action. |
| Gildredge Road | No further action. |
| Land near Hardwick House and the Beach Garden (Sunken Garden) | No further action. |

C62.3 It was **RESOLVED** to **AGREE** to ask the Assets Working Group to reconvene in 2022 to consider the assets agreed as being considered in that year, as well as any other relevant matters relating to the Town Council's assets in that year.

(8.25pm – one member of public exited the meeting)

C63/08/21 Councillor Motion: Anti-Social Behaviour



Full Council considered report 61/21 presenting a motion to discuss anti-social behaviour on the seafront and other open spaces.

Members discussed the bin provision on the seafront including barbeque bins, needing consistency with approach where motorhomes are concerned, ambiguous signage on the seafront car parks, the misuse of the car turning point near Splash point, double yellow lines on Cricketfield Road between the Martello Fields and Police presence/patrols on the seafront.

It was **RESOLVED** to **AGREE** that officers take forward the options for actions within the report, as well as the points raised within the meeting, working with other stakeholders where relevant.

C64/08/21 Standing Orders Review

Full Council considered report 67/21 presenting the revised Standing Orders for consideration and adoption.

Members thanked officers for their work reviewing the policy and incorporating the comments of councillors.

It was **RESOLVED** to **ADOPT** the revised Standing Orders as presented with report 67/21.

C65/08/21 Lewes Local Plan Issues & Options Consultation

Full Council considered report 65/21 enabling a final detailed submission to be agreed to the consultation on the Lewes Local Plan Issues & Options Consultation.

Members discussed the proposed Planning Bill and the impact of this on the review of the Lewes Local Plan.

C65.1 It was **RESOLVED** to **NOTE** the report.

C65.2 It was **RESOLVED** to **DELEGATE POWER** to the Town Clerk, in consultation with the Mayor, Chair of Planning & Highways and Planning Officer, to submit the final response to Lewes District Council, based on feedback received from councillors.

(8.57pm – a short break was held)

(9.05pm – the meeting resumed)

C66/08/21 Town Council Meeting Arrangements

Full Council considered report 68/21 seeking steer and decisions from Full Council on certain aspects of the Town Council's meeting arrangements

Members discussed the use of The View as a meeting venue, the start time of meetings especially for longer agendas, the arrangements beyond this current municipal year, the

number of public able to attend meetings within the Council Chamber and the possibility of alternative venues for meetings with more controversial agenda items.

C65.1 It was **PROPOSED** to **APPROVE** discontinuing livestreaming; this **MOTION** was **CARRIED**.

C65.2 It was **RESOLVED** to **AGREE** to cease including Zoom participation within the Town Council's physical meetings, as a result of the trial of this from May 2021 to August 2021.

C65.3 It was **RESOLVED** to **AGREE** to the following meetings arrangements for the remainder of the 2021 – 2022 Municipal Year:

- Full Council – at Seaford Baptist Church on a Wednesday evening
- All Committees – within the Council Chambers on a Thursday evening (Tuesday for Golf & The View)
- Working Groups (just for clarity) – freedom to meet when and how each group feels comfortable doing so

C65.4 It was **RESOLVED** to **NOTE** the delegated power to officers as given in June 2021, in consultation with the members of the Committee Chairs Management Group (CCMG), to determine appropriate meeting arrangements upon Government announcements, as required.

C65.5 It was **RESOLVED** to **NOTE** that the draft 2022 - 2023 meeting timetable will not be presented to Full Council for adoption until January 2022.

C67/08/21 Outside Body Representative Appointments

Full Council considered report 66/21 seeking the appointment of councillors to Outside Bodies as a Town Council representative.

C67.1 It was **RESOLVED** to **APPROVE** appointing a councillor as the Outside Body representative for the Save the [Eastbourne] District General Hospital Campaign.

C67.2 It was **RESOLVED** to **NOTE** Councillor Edson being appointed as the second (but non-Director) outside body representative for Seaford Community Partnership's CARES project.

C68/08/21 Member's Allowance Policy Review

Full Council considered report 69/21 presenting the Member's Allowance Policy for review. It was **RESOLVED** to **ADOPT** the Member's Allowance Policy as presented with report 69/21.



C69/08/21 NALC Survey – 2021 Local Elections

Full Council considered report 70/21 informing Full Council of NALC's current survey regarding the 2021 Local Elections in addition to seeking a formal response from the Town Council.

Members discussed which councillors the survey applied to.

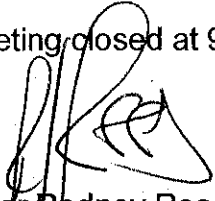
It was **RESOLVED** to **NOTE** that councillors input would inform the Town Council's response to NALC's 2021 Local Election.

C70/08/21 National Resilience Strategy Call for Evidence

Full Council considered report 71/21 informing Full Council of the Cabinet Office's call for evidence into the development of its National Resilience Strategy and NALC's request for examples of resilience to submit as part of its response.

It was **RESOLVED** to **DELEGATE POWER** to the Town Clerk to collate a response to this call for evidence to be submitted to NALC, based on any members comments and a draft having been circulated to members for comment ahead of submission.

The meeting closed at 9.41pm.



Councillor Rodney Reed
Mayor of Seaford

