



Seaford Town Council

Minutes of the Annual Meeting of Seaford Town Council's Full Council held on Thursday 12th May 2022. Held at **The View** at Seaford Head, Southdown Road, Seaford, BN25 4JS at 7.00pm.

Present:

Councillors R Reed (2021 – 2022 Mayor) and J Cash (2021 – 2022 Deputy Mayor)
Councillors O Honeyman (2022 – 2023 Mayor) and L Boorman (2022 – 2023 Deputy Mayor)

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

Joseph Lacy, 2021 – 2022 Young Mayor

Erin Franklin, 2022 – 2023 Young Mayor

Nia Waite, 2022 – 2023 Deputy Young Mayor

Peter White, Sergeant-at-Mace

Adam Chugg, Town Clerk

Tony Jackson, Projects & Facilities Manager

Zoe Polydorou, Projects Officer

Georgia Raeburn, HR & Governance Manager

There was four members of the public attendance.

The Sergeant-at-Mace led the Mayor into the meeting.

The Town Council passed its best wishes on the family and friends of former Town Councillor Stephen Hunt who sadly passed away recently.

C01/05/22 Election of Mayor for the Municipal Year 2022 – 2023

Two nominations were received; Councillor L Boorman and Councillor O Honeyman.

The two nominees made brief statements about their reasons for standing to be Mayor.

A **RECORDED VOTE** was requested for each nomination:

Proposal – Councillor L Boorman to be appointed as 2022 – 2023 Mayor of Seaford:

- Councillor N Adil - Against
- Councillor D Argent - For
- Councillor L Boorman - For
- Councillor M Brown - Abstained
- Councillor J Cash - Against
- Councillor S Dunn - Against
- Councillor J Edson - Abstained
- Councillor M Everden - Against
- Councillor MA Hayder - Against
- Councillor R Hayder - Against
- Councillor O Honeyman - Against
- Councillor R Honeyman - Against
- Councillor J Lord - For
- Councillor J Meek - Against
- Councillor B Payne - For
- Councillor R Reed - For
- Councillor G Rutland - For
- Councillor L Wallraven - For
- Councillor B Webb - For

; the **MOTION** was **NOT CARRIED**.

Proposal – Councillor O Honeyman to be appointed as 2022 – 2023 Mayor of Seaford:

- Councillor N Adil - For
- Councillor D Argent - For
- Councillor L Boorman - Against
- Councillor M Brown - Abstained
- Councillor J Cash - For
- Councillor S Dunn - For
- Councillor J Edson - Abstained
- Councillor M Everden - For
- Councillor MA Hayder - For
- Councillor R Hayder - For
- Councillor O Honeyman - For
- Councillor R Honeyman - For
- Councillor J Lord - Against
- Councillor J Meek - For

- Councillor B Payne - Against
- Councillor R Reed - Against
- Councillor G Rutland - Against
- Councillor L Wallraven - Against
- Councillor B Webb - Against

; the **MOTION** was **CARRIED** and it was **RESOLVED** that Councillor O Honeyman be **APPOINTED** as Mayor of Seaford for the forthcoming Municipal Year.

C02/05/22 Declaration of Acceptance of Office – Mayor

The Mayor, Councillor O Honeyman, pursuant to the provisions of Section 83 of the Local Government Act 1972, made a Declaration of Acceptance of Office in the prescribed form before the Town Clerk.

C03/05/22 Handover of Mayoral Office

The Sergeant-at-Mace carried out the Mayor-making ceremony, welcoming the new Mayor and mace to the meeting.

C04/05/22 Election of Deputy Mayor for the Municipal Year 2022 – 2023

Two nominations were received; Councillor L Boorman and Councillor J Edson.

A **RECORDED VOTE** was requested for each nomination:

Proposal – Councillor L Boorman to be appointed as 2022 – 2023 Deputy Mayor of Seaford:

- Councillor N Adil - Against
- Councillor D Argent - For
- Councillor L Boorman - For
- Councillor M Brown - Abstained
- Councillor J Cash - Against
- Councillor S Dunn - Against
- Councillor J Edson - For
- Councillor M Everden - Against
- Councillor MA Hayder - Against
- Councillor R Hayder - Against
- Councillor O Honeyman - Against
- Councillor R Honeyman - Against
- Councillor J Lord - For

Councillor J Meek	-	For
Councillor B Payne	-	For
Councillor R Reed	-	Abstained
Councillor G Rutland	-	For
Councillor L Wallraven	-	For
Councillor B Webb	-	For

It was **RESOLVED** that Councillor L Boorman be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming Municipal Year.

(7.26pm – Councillor S Adeniji entered the meeting)

C05/05/22 2022 – 2023 Young Mayor Office

The 2021 – 2022 Young Mayor, Joseph Lacy, passed on his thanks to those that have supported him during his term in office, including his chosen charity Defiant Sport, and wished the best of luck to the new Young Mayor, Erin, for the year ahead.

The 2022 – 2023 Young Mayor, Erin Franklin, introduced herself to the meeting and set out her aims to focus on climate change, working with local groups and organisations, during her term in office. Erin also introduced the new Deputy Young Mayor, Nia Waite.

C06/05/22 Civic Speeches

2021 – 2022 Mayor, Councillor Rodney Reed

The 2021 – 2022 Mayor of Seaford, Councillor Rodney Reed, thanked those that supported him during his two terms in office, including: his Chaplain, Rev. Andy Machin; the Mayoress, Ann Reed; the Deputy Mayor, Councillor Jean Cash, and; the Mayor’s Secretary, Town Clerk and Town Council officers. Councillor Reed offered his congratulations to the recipients of the 2021 – 2022 Mayor’s Awards and his thanks to all those that joined and supported the Mayor’s Charity Initiative and Seaford Defibrillator Working Group. Councillor Reed wished the new Mayor and Deputy Mayor well with the coming year.

2022 – 2023 Mayor, Councillor Olivia Honeyman

The Mayor moved that:

‘Further to his time in office as the Mayor of Seaford, Seaford Town Council wishes to remember and record its gratitude to Councillor Rodney Reed for his commitment whilst Mayor of Seaford for the last two Municipal Years.

Councillor Reed took on the role of Mayor of Seaford at a particularly challenging time, with the country having just entered into a national lockdown. Councillor Reed embraced the challenge and helped steer the Town Council through the Covid-storm, whilst also

upholding as many of the civic aspects of the role that were allowed at the time. Councillor Reed navigated the demands of the role expertly, despite being the Town Council's first 'virtual Mayor'!

Thankfully, with the easing of restrictions in 2021, Councillor Reed was able to experience the role of Mayor as it is more traditionally known and has since attended over 50 events and functions, helping maintain and raise the profile of Seaford Town Council in its local and neighbouring communities.

Councillor Reed hosted events including the Mayor's Civic Service and Mayor's Carol Service, as well as being heavily involved in helping facilitate a number of community and Town Council events.

During his time in the mayoral office, Councillor Reed set up the 'Mayor's Charity Initiative' supporting 36 local charities and more recently, led a project looking at improving the availability of life-saving defibrillators within the town.

The Town Council also extends its gratitude to the Mayoress, Ann Reed, who has supported the Mayor throughout the past two years – including playing the piano at the Mayor's Carol Service!

On this day, the 12th May 2022, Seaford Town Council thanks and honours Councillor Rodney Reed for his service and achievements as the Mayor of Seaford.'

A VOTE OF THANKS was **RECORDED** to Councillor Rodney Reed, Councillor Jean Cash and Joseph Lacy.

(7.38pm – a short break was held to allow a civic photograph to be taken.

Joseph Lacy, Erin Franklin and Nia Waite then left the meeting along with three members of the public.)

C07/05/22 Apologies for Absence

There were no apologies for absence.

C08/05/22 Disclosure of Interests

There were no disclosures of interests.

C09/05/22 Public Participation

There was no public participation.

C10/05/22 Minutes

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

C148.1	Full Council	30 th March 2022
C148.2	Finance & General Purposes	21 st April 2022

C148.3	Planning & Highways	17 th March 2022
C148.4	Planning & Highways	7 th April 2022
C148.5	Planning & Highways	28 th April 2022

C11/05/22 2022 – 2023 Committee Memberships

Full Council considered report 03/22 presenting necessary details to appoint members to committees, appoint the Chairs and Vice-Chairs, and consider the appointment of any new committees.

- C11.1** It was **RESOLVED** to **APPROVE** the existing committee structure as presented with report 03/22.
- C11.2** It was **RESOLVED** to **APPOINT** members of the **Finance & General Purposes Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors N Adil, D Argent, L Boorman, M Brown, O Honeyman, R Honeyman, J Meek, B Payne and L Wallraven.
- C11.3** It was **RESOLVED** to **APPOINT** members of the **Community Services Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors N Adil, J Cash, S Dunn, J Edson, M Everden, M Hayder, R Hayder, O Honeyman, J Meek and L Wallraven.
- C11.4** It was **RESOLVED** to **APPOINT** members of the **Planning & Highways Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors S Adeniji, D Argent, L Boorman, J Edson, M Everden, R Honeyman, J Lord and L Wallraven
- C11.5** It was **RESOLVED** to **APPOINT** members of the **Golf & The View Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors N Adil, D Argent, M Brown, J Cash, J Edson, M Hayder, R Hayder, B Payne, R Reed, L Wallraven and B Webb.
- C11.6** It was **RESOLVED** to **APPOINT** members of the **Personnel Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors S Adeniji, D Argent, J Cash, J Edson, M Everden, O Honeyman and R Honeyman.
- C11.7** It was **RESOLVED** to **APPOINT** members of the **Disciplinary / Grievance Sub-Committee** as set out below for the 2022 – 2023 Municipal Year:
Councillors L Boorman, M Brown, B Payne and L Wallraven.
- C11.8** It was **RESOLVED** to **APPOINT** members of the **Climate Change Sub-Committee** as set out below for the 2022 – 2023 Municipal Year:

Councillors S Adeniji, L Boorman, M Brown, J Cash, M Everden, J Lord and L Wallraven.

Full Council considered the positions of Chair and Vice-Chair for the Committees.

C11.9 Finance & General Purposes Committee:

It was **RESOLVED** to **APPOINT** Councillor M Brown as Chair;

It was **RESOLVED** to **APPOINT** Councillor B Payne as Vice-Chair.

C11.10 Community Services Committee:

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Chair;

It was **RESOLVED** to **APPOINT** Councillor S Dunn as Vice-Chair.

C11.11 Planning & Highways Committee:

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Chair;

It was **RESOLVED** to **APPOINT** Councillor L Boorman as Vice-Chair.

C11.12 Golf & The View Committee:

It was **RESOLVED** to **APPOINT** Councillor D Argent as Chair;

It was **RESOLVED** to **APPOINT** Councillor J Cash as Vice-Chair.

C11.13 Personnel Committee:

It was **RESOLVED** to **APPOINT** Councillor J Edson as Chair;

It was **RESOLVED** to **APPOINT** Councillor D Argent as Vice-Chair.

C11.14 Disciplinary / Grievance Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor L Boorman as Chair;

It was **RESOLVED** to **APPOINT** Councillor M Brown as Vice-Chair.

C11.15 Climate Change Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor L Boorman as Chair;

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Vice-Chair.

Full Council considered the membership and Chair positions of the standalone Appeals Committee.

C11.16 It was **RESOLVED** to **APPOINT** members of the standalone **Appeals Committee** as set out below for the 2022 – 2023 Municipal Year:

Councillors N Adil, R Hayder, J Lord, J Meek and G Rutland

C11.17 Appeals Committee:

It was **RESOLVED** to **APPOINT** Councillor G Rutland as Chair;

It was **RESOLVED** to **APPOINT** Councillor J Lord as Vice-Chair.

C12/05/22 2022 – 2023 Representations on Outside Bodies

Full Council considered report 09/22 presenting necessary details to review the Town Council's representation on outside bodies and appoint representation for the 2022 – 2023 Municipal Year.

Officers will follow up on those bodies where reports were not submitted to assess whether not met or whether rep unable to attend.

C12.1 It was **RESOLVED** to **NOTE** the representative reports submitted from the 2021 – 2022 Municipal Year.

C12.2 It was **RESOLVED** to **AGREE** the recommended changes to outside bodies, as follows:

- a. Bishopstone United Charities - To continue with two representatives under the current arrangement of one councillor and one non-councillor representative, namely Penny Lower, until May 2023.
- b. Community Action Safety Groups - To appoint a representative to this new outside body.
- c. Crouch Bowling Club - To continue with representation on this group.
- d. Cuckmere Estuary Group - To continue with representation on this group.
- e. Seaford Chamber of Commerce - To note the demand on the representatives.
- f. Environment Agency Meetings - To note that officers will work with representatives to get the group meetings recommenced.
- g. Stakeholders Group on Health Issues - To note that officers will work with representatives/Chair to get the group meetings recommenced, including ensuring that external representatives are being invited from relevant third parties, such as the CCG.
- h. Youth Task Group - To note that officers are continuing to explore whether this group is still meeting and will update the representatives accordingly once more is known.

C12.3 It was **RESOLVED** to **APPOINT** the following Town Council's representatives to outside bodies for the 2022 – 2023 Municipal Year:

Outside Body	Representative/s
Access in Seaford & Newhaven	Olivia Honeyman
Bishopstone United Charities	Linda Wallraven
	Penny Lower (non-cllr)

Citizen's Advice Bureau	Nazish Adil
Community Rail Partnership	Richard Honeyman
Community Safety Action Groups (CSAG)	Mark Brown
Community Transport - Lewes Area (CTLA)	Sam Adeniji
Crouch Bowling Club	Morag Everden
Cuckmere Community Bus	John Edson
Cuckmere Estuary Group	Sam Adeniji
East Sussex Association of Local Councils	Mark Brown
Environment Agency Meetings	John Edson
	Jean Cash
	James Meek
Impact Seaford	<i>(vacant)</i>
Lewes Community Safety Partnership - Joint Action Group	John Edson
	Liz Boorman
Lewes District Assoc of Local Councils (LDALC)	Mark Brown
Mercread Youth Centre	Liz Boorman
Plastic-Free Seaford Steering Group	Rodney Reed
	James Meek
Save the DGH Campaign	<i>(vacant)</i>
Seaford Allotment & Leisure Garden Society	Jim Lord
Seafriends	<i>(vacant)</i>
Seaford Chamber of Commerce	Liz Boorman
	Geoff Rutland
Seaford Community Flood Action Group	Jean Cash
	Olivia Honeyman
Seaford Community Partnership	Richard Honeyman
<i>(SCP CARES Project)</i>	John Edson
Seaford Environment Alliance	Olivia Honeyman
Seaford Head Golf Club	Mark Brown
Seaford Head Nature Reserve Management Committee	Jean Cash
	James Meek
Seaford Head Swimming Pool	Sam Adeniji

Seaford Senior's Forum	Dave Argent
Stakeholders Group on Health Issues	Sam Adeniji
	Liz Boorman
	Bill Payne
	(vacant)
Strengthening Local Relationships	Sylvia Dunn
	Mohamed Ali Hayder
	Linda Wallraven
Trees for Seaford	Jim Lord
	James Meek
Youth Task Group	Sam Adeniji
	Morag Everden

Officers noted requests for confirmation of meeting times, as these may impact on some councillors abilities to attend meetings of the bodies, and support to make contact with some bodies to get the initial meeting/introduction underway.

C13/05/22 Fixed Asset Register

Full Council considered report 07/22 presenting Town Council's Fixed Asset Register for adoption.

Members raised a query around the insurance value of some assets – this will be passed to the Town Council's Responsible Financial Officer to respond to.

It was **RESOLVED** to **ADOPT** the Fixed Asset Register as at 31st March 2022 and as attached at Appendix A to report 07/22.

C14/05/22 2022 – 2023 Annual Subscriptions

Full Council considered report 04/22 presenting Full Council with the necessary details to review the Town Council's annual subscriptions and approve the spend therein.

It was **RESOLVED** to **APPROVE** the annual subscriptions for 2022 – 2023 and the spend therein, as follows:

	Subscription / purpose	Cost
(a)	Association of Accounting Technicians (AAT)	£146.00
(b)	Association of Chartered Certified Accountants (ACCA)	£258.00
(c)	British & International Golf Greenkeepers Association (BIGGA)	£530.00

(d)	Chartered Institute of Personnel and Development (CIPD)	£98.00
(e)	Employer Link	£470.00
(f)	Lewes District Council Association of Local Councils (LDALC)	£52.00
(g)	Local Council Review publication	£17.00
(h)	Seaford Chamber of Commerce	£50.00
(i)	Seaford Rotary Club (Business Partnership Scheme)	£75.00
(j)	Society of Local Council Clerks	£672.00
(k)	Survey Monkey	£300.00
(l)	East Sussex Association of Local Councils (ESALC) & National ALC (NALC)	£2,788.00
m)	GEO (Golf Environment Organisation) Foundation	£225.00
n)	Association of Democratic Services Officers (ADSO) –	£85.00
o)	Association of Data Protection & FOI Officers (NADPO) –	£130.00
p)	Grants Making Database	£95.00

The meeting closed at 8.32pm.

Councillor Olivia Honeyman
2022 – 2023 Mayor of Seaford