



Seaford Town Council

Minutes of a meeting of **Seaford Town Council's Full Council** on **Thursday 10th November 2022** held at **The View at Seaford Head, Southdown Road, Seaford, BN25 4JS**, at **7.00pm**.

Present:

Councillor L Boorman (Deputy Mayor in the Chair)

Councillors N Adil, D Argent, M Brown, S Dunn, J Edson, R Hayder, R Honeyman, B Payne and R Reed.

Adam Chugg, Town Clerk

Tony Jackson, Projects & Facilities Manager

Georgia Raeburn, HR & Governance Manager

Becky Terry, HR & Governance Assistant

There were four members of the public in attendance.

C76/11/22 Apologies for Absence

Apologies for absence were received from Councillors S Adeniji, J Cash, M Everden, MA Hayder, O Honeyman (Mayor), J Lord, J Meek, G Rutland and L Wallraven.

C77/11/22 Disclosure of Interests

There were no disclosures of interests.

C78/11/22 Public Participation

Speaker	Statement
<i>Resident A</i>	<i>Confirmed that they seconded the perspective of another resident in relation to item 9, 2.3c. Regarding agenda item 9, asked the meeting to note that the overwhelming opposition and enquiries that the Town Council officers were asked to make, were as a result and brought on by the Town Council and what they see as its failure to properly consult with the community in the first place.</i>

	<i>Provided an overview of the currently outstanding requests for information submitted to the Town Council, relating to The Crouch and including the railings, fences, CCTV system, solicitors used in the lease process, the lease in place at the time of, and officers involved in, a Football Association funding application. Thanked officers for those requests that had already been responded to.</i>
Town Council Response	Thanked the resident for their contribution. Confirmed that officers are diligently responding to information requests as quickly as they are able to.
<i>Resident B</i>	<i>Regarding agenda item 13, raised questions about the Section 106 agreement terms, consideration of the Neighbourhood Plan, the interested parties involved in the discussions underway and the process for assessing and consulting on improvements on any existing sites. Appealed to members to join the Fields in Trust application, S106 monies and community engagement survey together for the best long-term strategy for utilising and managing the town's local green spaces.</i>
Town Council Response	Confirmed that the Town Council will always be mindful of the Neighbourhood Plan in any decisions made or matters discussed. Reassured that the Town Council will be careful to make sure the most appropriate solutions are found. Recognised that the original S106 agreement presents some challenges but that the Town Council is not in a position to cause any written changes, which creates risks around money not being spent in Seaford. Confirmed that actions taken are aimed at minimising this risk and the Town Council is working with stakeholders concerned to maximise the chances of funds being spent in Seaford. Confirmed that the Town Council will be mindful of any restrictions on sites within the town and that the Community Engagement Survey will feed into

	the adoption of new strategic priorities for the Town Council in 2023.
<i>Resident C</i>	<p><i>Regarding agenda item 9, raised concerns that as there are no documentary records held by the District or Town Council relating to certain uses of The Crouch and football arrangements on site, believes that there is no basis for permission to be given to lock anyone out of the site.</i></p> <p><i>Raised concerns that the Town Council has not required the removal of the advertising from the football pitch in The Crouch, despite the required permissions not being in place.</i></p> <p><i>Suggested that the Town Council will need an open and one subject debate on how the Town Council manages The Crouch and other grounds.</i></p> <p><i>Raised a query around the funding arrangements for the football clubhouse roof repairs.</i></p>
Town Council Response	Confirmed that the permission for advertising is within the remit of Lewes District Council and as such, the Town Council has not asked the Football Club to remove the advertising until the District Council has come to a conclusion on the matter.

C79/11/22 Minutes

It was **RESOLVED** to **APPROVE** the following minutes:

C79.1	Full Council	13 th October 2022
C79.2	Appeals	11 th October 2022
C79.3	Planning & Highways	20 th October 2022

It was updated that the minutes of the Planning & Highways Committee meeting on 3rd November 2022 would be brought to January Full Council and that, as per the note of the agenda, that the Climate Change Sub-Committee minutes were to be presented to the Community Services Committee to consider the recommendations within.

C80/11/22 Mayor's Update Report

Full Council considered report 113/22 presenting the Mayor's update and details of engagements attended.

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

C81/11/22 Young Mayor's Update

An update will be brought from the Young Mayor's office to the January 2023 meeting.

C82/11/22 Town Council Working Group Reports

A standard agenda item to accommodate reports from active Town Council Working Groups. There were no working group reports for this meeting.

C83/11/22 Outside Body Representative Reports

A standard agenda item 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.

<i>Representative</i>	<i>Statement</i>
Plastic Free Seaford, Councillor R Reed	<p>Provided an update and some clarity on the progress of the work in memory of Claire Sumner.</p> <p>Claire's legacy is the continued work on the town's Plastic Free Policy, work with plastic free champions and creating the plastic free identity for the town.</p> <p>The memorial / celebration of life is proposed to be an interactive functional, educational sculpture – possibly a bench and mermaid themed – to celebrate Claire's work and inspire all to continue their plastic free identity. Seaford Contemporary Illustrators & Printmakers (SCIP) are designing the sculpture and looking at crowd and grant funding opportunities.</p> <p>Plastic Free Seaford would be looking to the Town Council for permission that the sculpture be installed on one side of Frankie's Beach Café on the promenade.</p> <p>Plastic Free Seaford has also requested to be involved in the review of the Town Council's Plastic Free Policy.</p>
Lewes District Association of Local Councils, Councillor M Brown	<p>Confirmed that the AGM had taken place and election of officers had taken place but nothing further to report.</p>

Seaford Head Golf Club, Councillor M Brown	Confirmed that the Club was meeting this evening and he was therefore unable to attend.
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C84/11/22 District & County Councillor Update Report

A standard agenda item 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.

<i>Representative</i>	<i>Statement</i>
<i>Lewes District Council, Councillor L Boorman</i>	<p><i>Confirmed that the Policy & Advisory Committee met with Southern Water and discussed the waste discharges into the sea. The committee set up a task & finish group that will meet with Southern water quarterly. This group will involve other key stakeholders, such as parish and town councils from the areas that discharges are being made.</i></p> <p><i>Confirmed that the Boundary Commission is running the final consultation on proposed changes until December, after which a finalised version will be presented to Parliament to consider.</i></p>

C85/11/22 Town Clerk's Update Report – November 2022

Full Council considered report 107/22 updating Full Council on key Town Council work and work priorities for the Town Council.

The Town Clerk introduced his report and updated verbally on communication around warmth banks, the national 2022 pay settlement which has been reached, steps taken to respond to the cost of living crisis, the recently launched community engagement survey and the staged approach to developing the new strategic plan for the Town Council in 2023.

Members asked questions on the content and nature of the community engagement survey, anticipated dates of a revised fence proposal from Seaford Town Football Club, the positive spread of the warmth banks (geographically, days of the week and type of venue) and the speed at which they were organised.

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

C86/11/22 Conclusion of Annual Governance and Accountability Return (AGAR) 2021-2022

Full Council considered report 103/22 updating Full Council on the status of the 2021 - 2022 AGAR.

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

C87/11/22 Standard Christmas Closure Arrangements

Full Council considered report 114/22 presenting Full Council with the usual Christmas closure arrangements for the Town Council offices and seeking approval to adopt these as the standard arrangements in place year on year. It was **RESOLVED** to **ADOPT** standard Christmas closure arrangements, as per report 114/22, that will be applied annually.

C88/11/22 Martello Fields Renaming

Full Council considered report 111/22 providing an update on the renaming of the Martello Fields.

Members queried the public consultation process and possible outcomes, and retaining the arrangements for booking individual fields.

C88.1 It was **RESOLVED** to **AGREE IN PRINCIPLE** to the renaming of the Martello Fields as the 'Queen Elizabeth Fields'.

C88.2 It was **RESOLVED** to **AGREE**, subject to public consultation being undertaken and being favourable, to **DELEGATE POWER** to the Town Clerk, in conjunction with the Mayor, to make an application to the Cabinet Office to authorise the renaming.

C89/11/22 Provision of New Football Facilities – Newlands School Development S.106 Agreement

Full Council considered report 112/22 presenting an update on progress with the football facilities provision under the Newlands School Development S.106 Agreement.

Members requested that reassurances are made in writing ensuring transparency of the process and if any challenges arise, why the Town Council were not involved in the creation of the original agreement, the risk of another town being able to apply to utilise the money at a certain point in the timescale according to the agreement and whether the monetary amount stays the same or is impacted by inflation or interest.

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

C90/11/22 Exclusion of the Press & Public

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public **BE EXCLUDED** from the meeting during the discussion on the next two items of business for the reasons as set out below.

The resolutions of the items will be recorded publicly in the minutes of this meeting.

The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Freedom of

Information Act 2000 and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below. Furthermore, in relation to

paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information.

(7.56pm – four members of public exited the meeting)

C91/11/22 Bönningstedt Sea Wall Update EXEMPT

Full Council considered exempt report 110/22 updating Full Council on progress with reinstating the Bönningstedt Sea Wall following storm damage earlier in the year.

Officers presented the exempt report to members, which was discussed in great depth.

C91.1 It was **RESOLVED** to **NOTE** the contents of the report.

C91.2 It was **RESOLVED** to **APPROVE** waiving Financial Regulations and use the original building contractors (TMS) to carry out the rebuild.

C91.3 It was **RESOLVED** to **APPROVE** expenditure from the General Reserve up to £60,000 on the rebuild of the Bönningstedt sea wall.

C91.4 It was **RESOLVED** to **DELEGATE** to the Community Services Committee the authority to choose the design of the new Bönningstedt sea wall and commit the spending from the General Reserve.

(8.20pm – the Projects & Facilities Manager and HR & Governance Assistant exited the meeting)

C92/11/22 Expansion of Staff Structure EXEMPT

Full Council considered exempt report 109/22 providing an update on staffing challenges and opportunities and present a proposal to address this.

C92.1 It was **PROPOSED** to **NOTE** the feedback of councillors regarding the proposals; this **MOTION** was **CARRIED**.

C92.2 It was **PROPOSED** to **AGREE** to an expansion of the Town Council's staffing structure, as per exempt report 109/22 and being mindful of feedback in the meeting; this **MOTION** was **CARRIED**.

C92.3 It was **PROPOSED** to **DELEGATE** creation of the finer details of the expansion to the Personnel Committee to make recommendation back to Full Council, after which time it is intended to publish details of the expansion; this **MOTION** was **CARRIED**.

The meeting closed at 9.08pm.

Councillor L Boorman

Councillor Liz Boorman

Deputy Mayor of Seaford in the Chair