



## Seaford Town Council

**Minutes** of a meeting of **Seaford Town Council's Full Council** on **Thursday 13<sup>th</sup> October 2022** held at **The View** at Seaford Head, Southdown Road, Seaford, BN25 4JS, at **7.00pm**.

### **Present:**

Councillors O Honeyman (Mayor) and L Boorman (Deputy Mayor)

Councillors N Adil, S Adeniji, D Argent, M Brown, S Dunn, J Edson, M Everden,

MA Hayder, R Hayder, R Honeyman, J Lord, B Payne, R Reed, G Rutland, L Wallraven.

Adam Chugg, Town Clerk

Geoff Johnson, Assistant Town Clerk (Strategic Projects)

Tony Jackson, Projects & Facilities Manager

Heidi Brown, Office Manager

Georgia Raeburn, HR & Governance Manager

Becky Terry, HR & Governance Assistant

There were seven members of the public in attendance.

### **C60/10/22 Apologies for Absence**

Apologies for absence were received from Councillors J Cash, J Meek and B Webb.

### **C61/10/22 Disclosure of Interests**

There were no disclosures of interests.

### **C62/10/22 Public Participation**

Speaker	Statement
<i>Resident A</i>	<i>Regarding agenda item 9, wished to speak about the partnership work on green spaces. Welcomed the update on the progress with Fields in Trust. Highlighted issues that have been experienced in entering into dialogue with District Council officers about the request for the District Council registering two of its Seaford sites (Walmer Road and The Downs) under the scheme. Believes that this would be better taken directly to the District Council's</i>

	<i>Cabinet for consideration. Urged the Town Council to propose that the District Council Cabinet should protect these spaces in perpetuity.</i>
Town Council Response	Thanked the resident for their contribution. Confirmed that this could not be determined at this meeting but Town Council officers are happy to take this away and investigate. By way of an update, confirmed that the Town Council recently hosted a visit from Fields in Trust to visit the three Town Council sites. Fields in Trust will be sending the Town Council proposals to consider, which will be brought back to Full Council.
Resident B	<i>Representing Seaford Environment Alliance, wished to speak in support of Young Mayor's project to tackle the issue of disposable coffee cups. Confirmed that there is also another local project to see a plastic-free Seaford Bonfire Night this year. Explained that these are both projects challenging the habit of using disposable items every day and getting people to think about impact. Highlighted that the Young Mayor will also be working with local businesses and also that compostable cups are to be included in the campaign, as many don't get composted and cause quite a footprint.</i>
Town Council Response	Thanked the resident for their contribution.

## **C63/10/22 Minutes**

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

4.1	Full Council	14 <sup>th</sup> July 2022
4.2	Finance & General Purposes	6 <sup>th</sup> September 2022
	N.B. There were two recommendations within these minutes, relating to adoption of policies (minute reference F19/09/22 and F20/09/22). These recommended policies featured elsewhere on the agenda for consideration and as such, were not adopted at this points of approving the draft minutes.	
4.3	Golf & The View	30 <sup>th</sup> August 2022
4.4	Planning & Highways	21 <sup>st</sup> July 2022
4.5	Planning & Highways	11 <sup>th</sup> August 2022

4.6	Planning & Highways	1 <sup>st</sup> September 2022
4.7	Planning & Highways	28 <sup>th</sup> September 2022

### **C65/10/22 Mayor's Update Report**

Full Council considered report 88/22 presenting the Mayor's update and details of engagements attended.

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

### **C66/10/22 Young Mayor's Update**

Full Council received an update from the Young Mayor on her work with SEA to reduce the waste that disposable coffee cups cause. Plan to contact coffee cups and invite to discussion evening, to gather their ideas and how we can make this work together to reduce waste. Seaford Cup Initiative – Keep Up Bring Your Cup (showed logo). Hope to help reduce waste in this way.

Confirmed that she hasn't been contacted by anyone from student council but would bring this forward if she was.

Full Council thanked the Young Mayor and Deputy for all their work undertaken in office to date.

*(7.13pm – the Young Mayor, Deputy Young Mayor and two members of public exited the meeting)*

### **C67/10/22 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.

### **C68/10/22 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>
Councillor R Reed, Plastic Free Seaford	Confirmed the Plastic Free Seaford (PFS) congratulated the Town Council on its recent press release reminding of Seaford's plastic-free status.  PFS commended The View on being a plastic-free 'champion' and hopes to work with the Town Council to see if move from an 'ally' to a 'champion'.

	<p>PFS would also be very pleased to be invited to be a part of the review and update of the Town Council’s Single Use Plastics Policy and also making a presentation to the Town Council’s Climate Change Sub-Committee.</p> <p>PFS has 36 allies and champions to date, all local businesses and groups.</p> <p>PFS provided some thought-provoking facts on plastic – its lifecycle and prevalence in our oceans, water systems and as such, even humans themselves.</p> <p>Confirmed that there has been lots of discussion around a memorial for the late Claire Sumners and the favoured option is a mermaid bench on the seafront, funded by public subscription. PFS would welcome the Town Council to suggest possible sites for that bench.</p> <p>Confirmed that the bench would be a memorial but much work is ongoing to continue Claire’s legacy. This includes the joint project with PFS, Seaford Environmental Alliance and Seaford Bonfire Society for a ‘Bonfire Night without Plastic Blight’.</p> <p>Explained the issue with pedlars selling hard plastics toys at the bonfire night event and the licensing process and issues with pedlars. It has been requested that the Police are in attendance on Seaford Bonfire Night and are equipped to enforce the pedlars certificate conditions.</p>
<p>Councillor L Boorman, Lewes District Council Joint Action Group</p>	<p>Confirmed that there is a new Police Chief Inspector who was asked about the pedlars licenses for Seaford. The Chief Inspector confirmed that there would be Police Officers in Seaford on night. The Officers will be aware of the certificate conditions, will be checking licenses and encouraging pedlars to be on outskirts rather than in throes. Police Officers will however have to juggle this with other enforcement priorities too. After the event, there will be a review of the arrangements.</p>
<p>Councillor L Wallraven, Bishopstone United Charities</p>	<p>Confirmed that the work on the chimneys, towards which the Town Council awarded a grant, was completed in late-summer</p>

	and they are now safe. In 2023, they will be looking at exterior painting for this listed building.
Councillor M Everden, Crouch Bowling Club	Confirmed that the Annual Bowls Night held with the Club and Town Council was a success.  The Club raised the number of rewilded flower beds in fenced area and that it does not feel this is working for their venue. Explained that the rewilded seeds are blowing on to the bowls green and damaging it. The Club is requesting that it takes on the maintenance of flower beds now, ready for spring.
Councillor R Honeyman, Seaford Community Partnership and South Downs Community Rail Partnership	Confirmed that there is a joint initiative between these two groups looking at signposting at Seaford station to the town and town centre. The groups are consulting on where the signs should go and also the style of the signs.
Councillor M Brown, Seaford Head Golf Club and Lewes District Association of Local Councils (LDALC)	Confirmed that he was unfortunately unable to attend the Golf Club's last meeting due to a meeting clash.  Confirmed he will be attending the LDALC AGM next week.

## **C69/10/22 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.

<i>Representative</i>	<i>Statement</i>
<i>Councillor L Boorman, Lewes District Council</i>	<i>Confirmed that on 3<sup>rd</sup> November, Lewes District Council's Performance and Policy Advisory Committee will be questioning Southern Water on the sewage discharges around the district and in Seaford.  Confirmed that the Household Support Grant has just been re-opened, providing support with food or energy bills. This can be applied for on the District Council's website and has been shared through social media.</i>
<i>Councillor S Adeniji, East Sussex County Council</i>	<i>As per a report sent by emails to Town Councillors, confirmed that the campaign for road safety improvements on Walmer Road and Hillside Avenue has been successful and the</i>

	<p><i>County Council has agreed safety measures including additional signage, lights and road surfacing and marking changes. It is hoped these works will be completed by the end of March 2023.</i></p> <p><i>Confirmed that the County Council is trying to encourage new foster parents within the county.</i></p> <p><i>Confirmed that the County Council has received £37m for the bus service improvement scheme in bus lanes over next 24 months. This has had an impact on the working group looking at improvements to the A259 between Bishopstone and Newhaven, as this work was stopped while the bus improvements scheme was underway to ensure a holistic approach is being taken.</i></p>
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*(7.29pm – Councillor S Adeniji exited the meeting)*

### **C70/10/22      Town Clerk’s Update Report – October 2022**

Full Council considered report 89/22 updating Full Council on key Town Council work and work priorities for the Town Council.

The Town Clerk introduced his report and took the meeting through the key updates.

Members discussed the former Newlands site S106 agreement, the upcoming community survey, support of the residents statement about Fields in Trust, the review of the Filming Policy and handling of commercial drones, the other warm spaces opening in early-November within the town (St Thomas More Church, Seaford Community Church, Seaford Baptist Church and the library), the Town Council’s involvement in warm spaces and also the funding available to the community for these warm spaces.

Members recorded vote of thanks to Town Clerk and officer team for excellent job done in implementing Operation London Bridge.

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

### **C71/10/22      Cost of Living and Seaford**

Full Council considered report 95/22 providing an update on measures being taken in response to the cost of living challenges and set the scene for the 2023 - 2024 budget to be taken forward, highlighting the importance of aligning this with the needs of, and challenges faced by, the local community where cost of living is concerned.

The Town Clerk introduced the report and highlighted the key points. Members queried if the Town Council could take on a coordinating role to help raise awareness of the support available with regards to feeding local families/households.

It was **RESOLVED** to **NOTE** the work the Town Council is already carrying out to support its local community and the Town Council's response to the cost of living crisis, including additional measures to be considered whilst setting the budget for 2023 – 2024.

### **C72/10/22 Update on Town Council Policies**

Full Council considered report 87/22 providing Full Council with an update on the policy database, scheduled review dates and review process.

The Town Clerk introduced the report and took the meeting through the key points within the report. Members queried the developing Climate Change Policy to come through the Climate Change Sub-Committee and the status of the Reservist Policy.

**C72.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C72.2** It was **RESOLVED** to **APPROVE** the policy database as presented and the review dates identified within.

### **C73/10/22 Recommendation to Adopt the Revised Bad Debt Policy**

Full Council considered report 90/22 presenting the revised Bad Debts Policy recommended for adoption from the Finance & General Purposes Committee.

It was **RESOLVED** to **ADOPT** the revised Bad Debts Policy as per the Finance & General Purposes Committee recommendation presented with report 90/22.

*(7.49pm – two members of public exited the meeting)*

### **C73/10/22 Recommendation to Readopt the Local Government Pension Scheme Employer's Discretion Policies**

Full Council considered report 91/22 presenting the Local Government Pension Scheme Employer's Discretion Policies recommended for re-adoption from the Finance & General Purposes Committee.

It was **RESOLVED** to **ADOPT** the Employer Pension Discretions Policies as per the Finance & General Purposes Committee recommendation presented with report 91/22.

### **C74/10/22 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 item 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.*

*(7.50pm – two members of public exited the meeting)*

## **C75/10/22 Martello Toilets Update EXEMPT**

Full Council considered exempt report 92/22 presenting an update relating to the Martello Toilets project.

**Reason for exemption:** to consider commercially sensitive arrangements relating to the financial and business affairs of the Town Council's properties, the majority of which are intended for future publication.

**Explanation of Reason:** under the Freedom of Information Act 2000 s43(1), disclosure of this report would likely prejudice the commercial interests or activities of any party. In addition, as covered under the Freedom of Information Act 2000 s22, this is intended for future publication.

**C75.1** It was **PROPOSED** to **AGREE** to instruct officers to take forward the proposed refurbishment option for the Martello Toilets facility; this **MOTION** was **CARRIED**.

**C75.2** It was **PROPOSED** to **ESTABLISH** a Martello Toilet Working Group to undertake the work, as identified within exempt report 92/22, consisting of Councillors M Brown, S Dunn, M Everden, J Lord, B Payne and G Rutland; this **MOTION** was **CARRIED**.

The meeting closed at 8.46pm.

*Councillor O Honeyman*

Councillor Olivia Honeyman

Mayor of Seaford