



## Seaford Town Council

**Minutes** of a meeting of **Seaford Town Council's Full Council** on **Thursday 16<sup>th</sup> June 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, J Cash, S Dunn, J Edson, M Everden, MA Hayder, R Hayder, R Honeyman, J Meek, B Payne, R Reed, G Rutland and L Wallraven.

Adam Chugg, Town Clerk

Karen Singleton, Responsible Financial Officer (RFO)

Lucy Clark, Finance Manager

Tony Jackson, Projects & Facilities Manager

Geoff Johnson, Assistant Town Clerk (Strategic Projects)

Georgia Raeburn, HR & Governance Manager

There were two members of the public in attendance.

There was a minutes' silence held to remember two members of the Seaford community, Bob Peedle MBE and Pete Tattam, who both sadly passed away recently.

### **C28/06/22 Apologies for Absence**

There were no apologies for absence.

### **C29/06/22 Disclosure of Interests**

There were no disclosures of interests.

### **C30/06/22 Public Participation**

There was no public participation.

### **C31/06/22 Minutes**

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

4.1	Full Council - Annual	12 <sup>th</sup> May 2022
	Full Council - Ordinary	12 <sup>th</sup> May 2022

4.2	Golf & The View	24 <sup>th</sup> May 2022
4.3	Planning & Highways	19 <sup>th</sup> May 2022

### **C32/06/22 Mayor's Update Report**

Full Council considered report 32/22 updating the details of engagements attended. The Mayor and Deputy Mayor provided an overview of the activities undertaken since taking office in mid-May.

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

### **C33/06/22 Town Clerk's Update Report – June 2022**

Full Council considered report 33/22 updating Full Council on key Town Council work and work priorities for the Town Clerk.

The Town Clerk introduced his report and answered queries on the mention of the Lewes District and South Downs National Park Authority local plans within the update report.

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

### **C34/06/22 Annual Internal Audit Report Year Ended 31<sup>st</sup> March 2022**

Full Council considered report 18/22 presenting the Final Internal Audit report from Mulberry & Co Ltd for 2021 – 2022.

**C34.1** It was **RESOLVED** to **RECEIVE** and **NOTE** the Annual Internal Auditor report, Appendix 1.

**C34.2** It was **RESOLVED** to **NOTE** the Final Report of the Internal Auditor, Appendix 2.

**C34.3** It was **RESOLVED** to **APPROVE** the appointment of Mulberry & Co Ltd as the Internal Auditor for 2022 - 2023.

### **C35/06/22 Annual Governance Statement 2021 - 2022**

Full Council considered report 19/22 enabling Full Council to discuss and approve the Annual Governance Statement 2021 – 2022.

**C35.1** It was **RESOLVED** to **AGREE** that to the best of its knowledge and belief, it has complied with all assertions in the Annual Governance Statement for the year ended 31<sup>st</sup> March 2022.

**C35.2** It was **RESOLVED** to **APPROVE** the Annual Governance Statement for the Year Ended 31<sup>st</sup> March 2022 (Appendix 1) and authorise the Chair and Town Clerk to sign Section 1 of the Annual Governance and Accountability Return (AGAR) on behalf of the Town Council.

## **C36/06/22 Annual Governance and Accountability Return – Accounting Statements (Section 2) and Final Accounts 2021 – 2022**

The Full Council considered report 20/22 presenting the Final Accounts and Annual Governance and Accountability Return (Section 2) for the year ended 31<sup>st</sup> March 2022 for approval and adoption.

Full Council gave a vote of thanks to the RFO, finance team and officers for the excellent reports and dedicated work over the last year.

**C36.1** It was **RESOLVED** to **APPROVE** to approve Section 2 of the Annual Governance and Accountability return - Accounting Statements 2021 – 2022, by resolution.

**C36.2** It was **RESOLVED** to **AUTHORISE** the Mayor, as Chair of the Town Council, to sign Section 2 of the Annual Governance and Accountability Return 2021 – 2022, on behalf of the Town Council.

**C36.3** It was **RESOLVED** to **NOTE** Earmarked Reserve movements and Capital Receipts and Expenditure in the year.

## **C37/06/22 Application for the Variation of the S.106 Agreement – Former Newlands School Site**

The Full Council considered report 30/22 seeking the Town Council’s authority for an application to Lewes District Council for a variation of the s.106 Agreement dated 15<sup>th</sup> July 2020, relating to the residential development at the former Newlands School site.

The Town Clerk introduced the report and Assistant Town Clerk (Strategic Projects) provided further details of the background and process available to the Town Council to pursue should it wish to. It is recommended that Full Council agree to pursue the amendments to the S106 agreement, including having the provision to split the funds between more than one existing site within Seaford, if this were the preferred option.

Members queried the definition of ‘sports pitch’ in the S106 agreement as a football pitch. (7.36pm – Standing Orders were suspended to allow a member of public to address the meeting)

Speaker	Statement
<i>Resident A</i>	<i>Queried if the Town Council has any potential sites in mind and what standard improvements would be at i.e. 5G.</i>
Town Council Response	Confirmed that any feasible sites are being assessed (whether existing or sports sites or not) and that the Town Council would carefully consider the improvements that may be deemed agreeable in line with the S106 agreement.

*(7.38pm – Standing Orders were reinstated)*

It was **PROPOSED** to **AGREE** that an application be submitted to Lewes District Council for a variation of the s.106 Agreement dated 15th July 2020, relating to the residential development at the former Newlands School site to take immediate action to investigate upgrading to possibly both sports sites in Seaford (The Crouch and The Salts); this **MOTION** was **CARRIED**.

### **C38/06/22 Renaming of Martello Fields**

The Full Council considered report 31/22 presenting a proposal to rename the Martello Fields.

The Assistant Town Clerk (Strategic Projects) introduced the report. Members queried alternative sites that could be renamed, whether an overarching name would remain in place for the whole 'Martello Fields', the timeline with involving schools in any community engagement process, the existing confusion with the lack of formal naming of the fields and the ongoing use of the current Martello Pump Field. Full Council was also provided with an overview of the history of the Martello Fields.

**C38.1** It was **RESOLVED** to **AGREE IN PRINCIPLE** to the renaming of the Martello Fields.

**C38.2** It was **RESOLVED** to **AGREE** to the renaming of the Fields to be carried out through a competition as outlined in this report, as part of the celebrations for the Queen's Platinum Jubilee.

**C38.3** It was **RESOLVED** to **DELEGATE** to the Town Clerk and Assistant Town Clerk the authority to finalise the rules and to launch the competition and report back to Full Council for formal approval of the selected names in due course.

### **C39/06/22 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.*

*(7.53pm – a short break was held. The Assistant Town Clerk (Strategic Projects), Finance Manager and Projects & Facilities Manager exited the meeting. 8.05pm – the meeting recommenced.)*

## **C40/06/22      The View Working Group Update EXEMPT**

The Full Council considered, and discussed in great depth, report 35/22 providing an update on the progress made by The View Working Group and to consider the recommendation to issue an Expression of Interest.

**Reason for exemption:** *to consider commercially sensitive arrangements relating to the financial and business affairs of the Town Council's properties.*

**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.*

**C40.1**    It was **RESOLVED** to **NOTE** the report.

**C40.2**    It was **RESOLVED** to **APPROVE**, as recommended by The View Working Group, issuing an Expression of Interest document on or close to the 1<sup>st</sup> July 2022.

*(8.53pm – Projects & Facilities Manager re-entered the meeting. Cllr Adeniji exited the meeting)*

## **C41/06/22      Martello Toilets Project Update EXEMPT**

The Full Council considered, and discussed in great depth, report 34/22 providing an update on progress since the last report and present options for the next stage.

**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.*

**C41.1**    It was **RESOLVED** to **NOTE** the recent changes to external circumstances and the impact they are having on project costs.

**C41.2**    It was **RESOLVED** to **APPROVE** to the amendments from report 34-22 Appendix B that Full Council accepts as:

Amendments 1, 2, 3, 4, 5, 7, 8, 10, 11, 12, 15, 16, 17, 19, 20, 21, 23, 24 and 25.

- C41.3** It was **RESOLVED** to **APPROVE** to the amendments from report 34-22 Appendix B that Full Council rejects as:  
Amendments 6, 9, 13 and 14.
- C41.4** It was **RESOLVED** to **APPROVE** to the amendments from report 34-22 Appendix B that Full Council believes more information is needed about and what that information is, to enable officers to follow this up and resolve, as:  
Amendments 18 and 22.
- C41.5** It was **RESOLVED** to **DELEGATE AUTHORITY** to the Town Clerk, in consultation with the Chair of the Council, to finalise the amendments with our team of external experts, based on the resolutions expressed at recommendations 2.1 – 2.3 above.

The meeting closed at 9.39pm.

Councillor Olivia Honeyman  
Mayor of Seaford