



Seaford Town Council

Minutes of a meeting of the Community Services Committee on Thursday, 7th December 2023

Held at the Council Chambers, 37 Church Street, Seaford, BN25 1HG on Thursday 7th December 2023 at 7.00pm.

Present:

Councillors M Wearmouth (Chair), S Dubas (Vice Chair), S Ali, C Bristow, R Buchanan (substituted for L Wallraven), R Honeyman, O Honeyman, J Meek, G Rutland and I Taylor.

Adam Chugg, Town Clerk

Louise Lawrence, Head of Assets, Projects & Services

Sharan Brydon, Assets & Projects Manager

Zoe Polydorou, Projects Officer

There were eight members of the public in attendance.

CS12/12/23 Apologies for Absence

Apologies for absence were received from Councillors L Wallraven.

CS13/12/23 Disclosure of Interests

There were no disclosures of interests.

CS14/12/23 Public Participation

Speaker	Statement
Resident A	<i>Relating to agenda item 4 number 13 (Campervan Parking), surmised that the proposed red line on the verge opposite Martello Mews red line would not do anything for the verge area, based on the current insignificant yellow line. Requested more clarification on the signage to be used in the verge area and whether it could be car parking only.</i>
Town Council Response	Thanked the resident for their contribution. The Town Clerk explained the key message is the importance to respond to the consultation, to inform East Sussex County

	<p>Council of the problems, and clarified the purpose of the red line.</p> <p>The Chair explained the written submissions for other items would be considered at the relevant points within the meeting.</p>
<i>Resident B</i>	<i>Relating to agenda item 7, they welcomed the verge cutting proposal and recommended two cuttings per year in the future, and to manage biodiversity to help reduce costs and carbon.</i>
Town Council Response	Thanked the resident for their contribution.
<i>Resident C</i>	<i>Relating to agenda item 7, welcomed the management of verges in-house and explained that wildlife verges need to be managed sensitively and in a different way, for example Hawth Hill. They explained that wildlife verges should be cut and collected, but that this hasn't happened, and the same for the green spaces. It was explained that a big issue was strimmer damage to trees, that this has been raised year on year without an adequate response and needs to be considered within the upcoming tender. They expressed the importance also of talking, training, and explaining the consequences of mismanaging the areas.</i>
Town Council Response	Thanked the resident for their contribution

CS15/12/23 Projects & Facilities Update Report – December 2023

The Committee considered report 123/23 informing the committee on progress and actions relating to Seaford Town Council's assets and services.

Officers updated members on additional items: Christmas Magic being under its budget of £500, the success to date of the gift giving campaign, and the intention to present a report on dog waste bins to the March Community Services Committee meeting.

Members raised queries on the plans for Hope Gap Steps, dog waste bins and the potential impacts of dual waste bins, camper van parking and the current County Council consultation, better clarification on which beach huts are being referred to, and various finance queries.

CS15.1 It was **RESOLVED** to **NOTE** the contents of the report.

CS15.2 It was **RESOLVED** to hold the hire charges of the West View Beach Rental Huts at the 2023 - 2024 prices for 2024 - 2025. The hire charges will include week and weekend hire, allowing the Beach Huts to be more affordable for all.

(7.34pm - four members of the public left the meeting)

CS16/12/23 Town Council Projects Log as at December 2023

The Committee considered report 124/23 presenting the Town Council's Project Log as at December 2023.

Members discussed several projects, which were clarified by officers, and suggested some improvements to the presentation of the projects log. Members discussed the rain garden project, the Martello Toilets refurbishment work underway and the situation with the defibrillator on site, and maintenance work not being featured on the projects log.

It was **RESOLVED** to **NOTE** the contents of the report and the project log as presented.

CS17/12/23 Community Services Committee Income & Expenditure up to 31st October 2023

The Committee considered report 117/23 presenting details of the Community Services income and expenditure up to 31st October 2023.

Members queried the costing and breakdown of the bin waste collections.

Members commended the finance department for the clear report.

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

CS18/12/23 East Sussex County Council Verge Cutting Proposals

The Committee considered report 121/23 providing an overview of the grass verge public survey and a proposal for Seaford Town Council to deliver four verge cuts per year.

The Chair introduced the report, explained it is the responsibility of East Sussex County Council, it is a multifactorial decision, and that written comments have been received and considered.

Officers summarised the report and explained that wildlife areas are staying with East Sussex Council, and the cuts relate to verges only.

Members discussed the results from the public consultation, that tree guards against strimmer damage do not work, the number of yearly cuts, collected grass cuttings, the contract duration and next opportunity to opt into the County Council's grass cutting programme, self-delivery, working with community groups and other councils, the involvement of the Climate Change Sub-Committee,

It was **RESOLVED** to **APPROVE** the motion for Seaford Town Council to self-deliver a contract for three years, with the option to extend for a further two years, with a minimum of two cut and collects per year on a sliding scale with the possibility of more, working in

consultation with the Climate Change Sub-Committee and other local experts and interested parties.

(8.30pm - three members of the public left)

CS19/12/23 Status Report on the Town Council's Public Toilets

The Committee considered report 127/23 providing an overview of the Town Council-owned public toilets and options for consideration.

Members discussed locking the toilets overnight and toilet closures, current arrangements for payment for the cleaning, lack of capacity to monitor CCTV, options for obtaining funding towards refurbishment of The Salts and South Street toilets, any potential for a changing places unit at The Salts, accessibility of the public toilets in particular at The Salts and the March Community Services Committee meeting discussing the toilets at The Crouch.

CS19.1 It was **RESOLVED** to **NOTE** the requirement to issue a tender for a cleaning contract for the town toilets, including increasing frequency during the summer and weekends.

CS19.2 It was **RESOLVED** to **INSTRUCT** officers to proceed in accordance with the Financial Regulations of the Town Council.

CS19.3 It was **RESOLVED** to **AGREE** that the public toilets are locked in the evening, with the exact time and manner in which they are locked to be determined by officers based upon recommended practice.

CS19.4 It was **RESOLVED** to **INSTRUCT** officers to proceed with costings and options relating to South Street Toilets.

CS19.5 It was **RESOLVED** to **INSTRUCT** officers to create and present a project plan back to Committee for the refurbishment of The Salts Toilets, including disabled facilities.

CS20/12/23 Draft Concessions Policy

The Committee considered report 126/23 presenting a proposal to create a comprehensive Concessions Policy for Seaford Town Council that aligns with the Town Council's commitment to fostering a vibrant, accessible, and inclusive community within the town. Members discussed the mission statement, the impact of the requirement for a variety of site ownership restricting local businesses, the opportunity for businesses to use this as a starting point to help grow businesses within the town, licensing, the possibility for future revisions to the concessions matrix, and Committee Chairs having involvement in the evaluation of concession applications

CS20.1 It was **RESOLVED** to **NOTE** the contents of the report.

CS20.2 It was **RESOLVED** to **RECOMMEND** that Full Council adopts the Concessions Policy as presented, subject to:

- the mission statement amendment,
- a regular review by this Committee, and
- Temporary Event Notices (TENs) licence review by the Chair or Deputy Chair.

CS21/12/23 Bönningstedt Concessions – Creation of a Wellbeing Hub

The Committee considered report 122/23 presenting a proposal that the Bönningstedt area concessions have a focus on health and wellbeing.

Members discussed this being a great idea and raised queries on what wellbeing health means, how it would work in practice, sustainability being considered and the potential involvement of the Climate Change Sub-Committee.

Officers confirmed that the concessions would be subject to the concessions scoring matrix requirements within the draft Concessions Policy, no further generators would be introduced and plastic-free status would be adhered to.

It was **RESOLVED** to **APPROVE** a health and wellbeing focus for concessions in the Bönningstedt area.

CS22/12/23 Community Services – 2025 Budget Report

The Committee considered report 118/23 presenting the draft Community Services budget for 2024 – 2025 for consideration by the Committee.

Members discussed grass collection costs, rent evaluation, and specialist advice for the Climate Change Sub-Committee. Members commended the finance team for the clear report.

It was **RESOLVED** to **RECOMMEND** the draft 2024 – 2025 Community Services budget to the Finance & General Purposes Committee for consideration, with the following inclusions:

- a budget for professional fees for the Climate Change Sub-Committee, and
- a budget of £30,000 to accommodate sliding timescale cut and collect grass collections.

The meeting closed at 9.31pm.

Councillor M Wearmouth

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Chair of Community Services