



Seaford Town Council

Minutes of a meeting of the Community Services Committee on Thursday, 14th September 2023

Held at the Council Chambers, 37 Church Street, Seaford, BN25 1HG on Thursday 14th September 2023 at 7.00pm.

Present:

Councillors M Wearmouth (Chair), S Dubas (Vice Chair), C Bristow, R Honeyman, J Meek and L Wallraven.

Adam Chugg, Town Clerk

Louise Lawrence, Head of Assets, Projects & Services

Sharan Brydon, Assets & Projects Manager

Zoe Polydorou, Projects Officer

There were 3 members of the public in attendance.

CS06/09/23 Apologies for Absence

Apologies for absence were received from Councillors S Ali, G Rutland and I Taylor.

CS07/09/23 Disclosure of Interests

Councillor L Wallraven declared a non-pecuniary interest in Agenda 4 as Chair of the Armed Forces Committee, a member of the Royal Society of St George and also a member of Seaford Rotary Club.

CS08/09/23 Public Participation

Speaker	Statement
Resident A	<i>Relating to agenda item 4 item 14, summarised the background of the Rotary Club's defibrillator work. Raised queries around the site of the proposed defibrillator but urged the Committee to agree with the recommendation within the report and take ownership of the defibrillator and its maintenance.</i>
Town Council Response	Thanked the resident for their contribution

CS09/09/23 Projects & Facilities Management Update Report – September 2023

The Committee considered report 72/23 informing the committee on progress and actions relating to Seaford Town Council's assets and services.

Members raised queries on the Christmas Magic event and its finances, the proposals for Armed Forces Day and marking the 80th anniversary of D-Day, grass verge cutting, an old storage hut on the golf course, seafront bin signage, ongoing maintenance of memorial benches, fitness classes on Town Council land, the renaturing policy being created, prom maintenance, the review of the grounds maintenance contract, how information from the upcoming stakeholder group meetings will be fed back to the Town Council and the South Hill Barn Working Group having six months to form a brief for Full Council.

CS09.1 It was **RESOLVED** to **NOTE** the contents of the report.

CS09.2 It was **RESOLVED** to **AGREE** to the proposed revised format for Seaford Christmas Magic 2023.

CS09.3 It was **RESOLVED** to **AGREE** the proposed scaled down format for Armed Forces Day 2024.

CS09.4 It was **RESOLVED** to **AGREE** that the Town Council will hold a D-Day celebration following the brief from Buckingham Palace.

CS09.5 It was **RESOLVED** to **AGREE** to take on a new asset (the Bishopstone defibrillator unit) and the associated costs.

CS09.6 It was **RESOLVED** to **APPROVE** establishing a South Hill Barn Working Group as per the terms of reference presented with report 72/23.

(8.04pm – one member of public exited the meeting)

CS10/09/23 Town Council's Project Log as at September 2023

The Committee considered report 73/23 informing the committee on progress and actions relating to Seaford Town Council's assets and services.

Members thanked the officer team for the work on the project log and suggested some amendments to the log and confirmed that closed projects will be reported back to committee annually.

Members discussed the timing of the review of the grounds maintenance contract, motorhome parking, skate park floodlighting, the dew pond, Fields in Trust, electric vehicle charging and contracts entered into by the Town Council.

It was **RESOLVED** to **NOTE** the contents of the report and the Project Log as presented.

CS11/09/23 Community Services Committee Income & Expenditure up to 31st July 2023

The Committee considered report 70/23 informing the Community Services Committee of Income and Expenditure up to 31st July 2023.

Members discussed the financial report, the tender for the toilet cleaning contract, financing for toilets and the Town Council's income stream from its assets and the importance of protecting this.

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

The meeting closed at 8.39pm.

Councillor M Wearmouth

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Chair of Community Services