



## Seaford Town Council

### **Minutes of a meeting of Seaford Town Council's Full Council on Thursday 20<sup>th</sup> July 2023**

Held at The View at Seaford Head, Southdown Road, Seaford, BN25 4JS at 7.00pm.

#### **Present:**

Councillors O Honeyman (Mayor) and S Markwell (Deputy Mayor)

Councillors S Adeniji, S Ali, L Boorman, C Bristow, R Buchanan, R Clay,

F Hoareau, R Honeyman, O Honeyman, J Lord, O Matthews, J Meek, G Rutland, R Stirton, L Stirton, L Wallraven and M Wearmouth.

Adam Chugg, Town Clerk

Louise Lawrence, Head of Assets, Projects & Services

Sharan Brydon, Assets & Projects Manager

Helen Vits, Events & Facilities Officer

Becky Terry, HR & Governance Assistant

There were 13 members of the public in attendance.

#### **C35/07/23 Apologies for Absence**

Apologies for absence were received from Councillors S Adeniji and I Taylor.

#### **C36/07/23 Disclosure of Interests**

There were no disclosures of interests.

#### **C37/07/23 Public Participation**

Speaker	Statement
<i>Resident A</i>	<i>Expressed their concern with the new toilet design and the removal of the concession and indoor seating from the build plan, queried whether planning permission had been obtained for the Changing Places facility and if not, if this would cause a delay in the project. Urged councillors to not approve the revised toilet design.</i>

<i>Resident B</i>	<i>Questioned whether the Town Council had fully looked into unisex toilets, urging the Town Council to designate male and female specific toilets.</i>
Town Council Response	Thanked the residents for the contribution. Confirmed that all councillors have heard those points and will discuss this during agenda Item 12.
Resident C	<p>With regards to the Martello Toilets, expressed concerns over the time it has taken to deliver this project, the original plan having an internal café allowing for use in winter, the level of response to the consultation and this prompting a revision to the plan and the potential delay to the project due to further planning permission being required. Requested the Town Council approves the original plan.</p> <p>With regards to the compostable toilets, raised concerns about doors banging in the wind, being unsuitable for disabled people, having sawdust everywhere due to the sawdust box having no cover and an unpleasant smell.</p>
Town Council Response	<i>Town Council thanked the resident for their contribution and provided an update on steps being taken with the compostable toilets to address the concerns raised, accessible toilets being introduced for October when the refurbishment of the Martello Toilets begins, and confirmed the benefits offered by compostable toilets.</i>
<i>Resident D</i>	<i>With regards to Walk the Chalk, expressed residents' excitement that the event is happening. Asked for clarity on the communication of the traffic management plan</i>
<i>Walk the Chalk Representative</i>	<p><i>Confirmed that the traffic management plan would be published and made available.</i></p> <p><i>Confirmed that representatives want to discuss some of the local issues and resolve any concerns. Provided an update on the event times, event management plan, use of the website and social media to share information, the stakeholder meetings, inclusion of schools and isolated</i></p>

	<i>and vulnerable groups, and inviting Town Councillors to walk around the site.</i>
Town Council Response	<p>Provided an update on the traffic management plan and confirmed other parking options being explored, such as the use of the Martello Fields with a shuttle service, and the plans in place to enable this to happen.</p> <p>Confirmed that the Traffic Management Plan needs to be agreed with stakeholders and Seaford Town Council.</p> <p>Visitors to the event are being encouraged to use public transport, walk or cycle to the event.</p>

(7.07pm - Councillor Hoareau arrived at the meeting)

### **C38/07/23 Minutes**

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

4.1	Full Council	29 <sup>th</sup> June 2023
	The Mayor shared an amendment to the draft Full Council minutes, correcting minute reference C30/06/23.	
4.2	Community Services	22 <sup>nd</sup> June 2023
4.3	Finance & General Purposes	27 <sup>th</sup> June 2023
4.4	Planning & Highways	15 <sup>th</sup> June 2023
4.5	Planning & Highways	6 <sup>th</sup> July 2023

### **C39/07/23 Mayor's Update Report**

Full Council considered report 41/23 presenting the Mayor's update and details of engagements attended.

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

### **C40/07/23 Town Council Working Group Reports**

There were no working group reports for this meeting.

### **C41/07/23 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.

There were no Outside Body Representative updates for this meeting.

### **C42/07/23 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.

Representative	Statement
<p><i>Councillor C Bristow, Lewes District Council</i></p>	<p><i>Shared that Lewes District Council has issued an online consultation on playgrounds which include Valley Dip and Princess Drive, running until 25<sup>th</sup> August.</i></p> <p><i>Advised that there is going to be a trial of a separate food waste collection for Seaford West and Seaford East using electric vehicles.</i></p>
<p><i>Councillor C Brett, Lewes District Council</i></p>	<p><i>Gave an update on the public inquiry regarding the Con Club planning application, the support from Seaford Town Council's Planning Officer, the District Council's objection to the application, the strength of residents feeling, concerns around traffic management and road safety, and insufficient health service and structure was discussed. Envisages that it will be a few weeks before a decision is published.</i></p> <p><i>Confirmed that there have been numerous complaints about Lewes District Council's grass cutting schedule but that this should be addressed soon.</i></p> <p><i>Updated on the District Council's Licensing Committee consultation on compulsory CCTV within Lewes and concerns raised from residents about the reducing number of taxis.</i></p> <p><i>Shared that the Steering group for Seaford Ukraine are standing down on 11<sup>th</sup> August 2023 - thanked everyone who has supported the group and to Seaford Town Council for their help in assisting the Ukrainian families in getting settled here.</i></p>
<p><i>Councillor S Dubas</i></p>	<p><i>Confirmed that they had asked East Sussex County Council about the changing place provision in Warwick House. East Sussex County Council responded that it is</i></p>

<i>looking to revive that facility, and it is likely that a decision will be made in Autumn 2023.</i>
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### **C43/07/23 Programme of Lease Work**

Full Council considered report 37/23 providing Full Council with an overview of the leases held by the Town Council.

Members discussed the Lewes District Council Planning Committee meeting's consideration of Seaford Town Football Club's application, the process for entering into concession licenses, rent and lease reviews and the District Council covenant on Town Council land.

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

### **C44/07/23 Town Council Debit Card Request**

Full Council considered report 40/23 seeking approval to obtain a Town Council debit card for two postholders.

Members discussed the internal controls in place with debit cards, including spending limits.

It was **RESOLVED** to **APPROVE** that the Finance Manager applies for a Town Council Debit Card for the Head of Assets, Projects & Services and the Assets & Projects Manager, in accordance with the Town Council's Purchase Ordering and Payment for Goods and Services Policy, with an appropriate cap on the monthly spend.

### **C45/07/23 Southern Railway Public Consultation – Staffing Arrangements at Train Stations**

Full Council considered report 43/23 alerting Full Council to the current consultation relevant to Seaford so a response from the Town Council can be considered and framed.

Members discussed that the demographic of Seaford requires an open ticket office, that the town should be encouraging public transport, the impact of losing a central communication hub for local residents but also visitors, for example visiting for Walk the Chalk.

It was **RESOLVED** to **NOTE** the current consultation on staffing arrangements at train stations and that a response will be submitted by the Town Clerk based on feedback from councillors and the meeting.

*(7.44pm - one member of the public exited the meeting)*

**C46/07/23 Martello Toilets Update Report**

Full Council considered report 44/23 providing Full Council with an update on the Martello Toilets project and presenting a revised proposal for consideration.

*(7.48pm - two members of the public joined the meeting)*

Members discussed planning permission requirements, concession rental amounts, kiosk options, number of toilets required and having portable toilets on Martello Fields when events take place.

The Town Clerk clarified that if the revised design is not approved, the project would revert to the previous design.

**C46.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C46.2** It was **PROPOSED** to **APPROVE** the revised Martello Toilets design layout.

A **RECORDED VOTE** was requested:

Councillor S Ali	For
Councillor L Boorman	Against
Councillor C Bristow	Against
Councillor R Buchanan	Against
Councillor R Clay	Against
Councillor S Dubas	Against
Councillor F Hoareau	Against
Councillor O Honeyman	Against
Councillor R Honeyman	Against
Councillor J Lord	Against
Councillor S Markwell	Against
Councillor O Matthews	Against
Councillor J Meek	Against
Councillor G Rutland	Against
Councillor L Stirton	Against
Councillor R Stirton	Against
Councillor L Wallraven	Against
Councillor M Wearmouth	Against

; the **MOTION** was **NOT CARRIED**.

**C47/07/23 Walk the Chalk Update Report**

Full Council considered report 36/23 updating Full Council on the Walk the Chalk event and seeking Full Council approval for proposed car parking solutions.

Members discussed the traffic management arrangements, communication with local residents, impact on other nearby roads and school users, and access to the Barn car park outside event hours by other users.

*(09.00pm - two members of the public exited the meeting)*

*(09.00pm - Standing Orders were suspended to allow event organisers to address the meeting)*

Walk the Chalk representatives confirmed details around toilets, events times, communications with local residents, safety considerations with the event management company and residents permits.

*(9.08pm - Standing Orders were reinstated)*

**C47.1** It was **RESOLVED** to **NOTE** the contents of the update report.

**C47.2** It was **RESOLVED** to **APPROVE** the use of Martello Fields as a car parking facility during the Walk the Chalk event.

*(9.09pm - all remaining public exited the meeting)*

*(9.09pm to 9.16pm – a short break was taken)*

### **Exclusion of the Press and 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 on the agenda, with the exception of those representatives invited to remain for the next item of business.

*(9.18pm – Councillor R Honeyman returned to the meeting)*

### **C48/07/23 The View Working Group - EXEMPT**

Full Council considered exempt report 42/23 enabling Full Council to consider the unanimous recommendations of The View Working Group.

*(9.23pm - Councillor Lord declared a non-pecuniary interest and exited the meeting, due to knowing the external company involved in this item of business)*

*(9.34pm – two representatives exited the meeting)*

**C48.1** It was **RESOLVED** to **AGREE** to enter into formal lease negotiations with the bidding party to take on a lease to manage The View restaurant.

A **RECORDED VOTE** was requested:

Councillor S Ali	For
Councillor L Boorman	Abstain
Councillor C Bristow	For
Councillor R Buchanan	For

Councillor R Clay	For
Councillor S Dubas	Against
Councillor F Hoareau	For
Councillor O Honeyman	For
Councillor R Honeyman	Against
Councillor S Markwell	For
Councillor O Matthews	For
Councillor J Meek	For
Councillor G Rutland	Against
Councillor L Stirton	For
Councillor R Stirton	For
Councillor L Wallraven	Against
Councillor M Wearmouth	For

; the **MOTION** was **CARRIED**.

**C48.1** It was **RESOLVED** to **INSTRUCT** the Town Clerk, with other relevant officers, to work with the Mayor and Chairs of Golf & The View and Finance & General Purposes to take forward the negotiations.

A **RECORDED VOTE** was requested:

Councillor S Ali	For
Councillor L Boorman	Abstain
Councillor C Bristow	For
Councillor R Buchanan	For
Councillor R Clay	For
Councillor S Dubas	Against
Councillor F Hoareau	For
Councillor O Honeyman	For
Councillor R Honeyman	Against
Councillor S Markwell	For
Councillor O Matthews	For
Councillor J Meek	For
Councillor G Rutland	Against
Councillor L Stirton	For
Councillor R Stirton	For
Councillor L Wallraven	Against



Councillor M Wearmouth For

; the **MOTION** was **CARRIED**.

- C48.1** It was **RESOLVED** to **NOTE** that lease negotiations do not, at this stage, bind either party to proceeding with any new arrangements, and that a final agreement would be agreed by Full Council before this was the case.

A **RECORDED VOTE** was requested:

Councillor S Ali	For
Councillor L Boorman	Abstain
Councillor C Bristow	For
Councillor R Buchanan	For
Councillor R Clay	For
Councillor S Dubas	Against
Councillor F Hoareau	For
Councillor O Honeyman	For
Councillor R Honeyman	Against
Councillor S Markwell	For
Councillor O Matthews	For
Councillor J Meek	For
Councillor G Rutland	Against
Councillor L Stirton	For
Councillor R Stirton	For
Councillor L Wallraven	Against
Councillor M Wearmouth	For

; the **MOTION** was **CARRIED**.

- C48.1** It was **RESOLVED** to **APPROVE** that work continues to explore and develop alternatives to manage any risks from the lease arrangement not working out.

A **RECORDED VOTE** was requested:

Councillor S Ali	For
Councillor L Boorman	For
Councillor C Bristow	For
Councillor R Buchanan	For
Councillor R Clay	For
Councillor S Dubas	For
Councillor F Hoareau	For
Councillor O Honeyman	For

Councillor R Honeyman	For
Councillor S Markwell	For
Councillor O Matthews	For
Councillor J Meek	For
Councillor G Rutland	For
Councillor L Stirton	For
Councillor R Stirton	For
Councillor L Wallraven	For
Councillor M Wearmouth	For

; the **MOTION** was **CARRIED**.

The meeting closed at 9.55pm.

*Councillor O Honeyman*

Councillor Olivia Honeyman

Mayor of Seaford