



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Full Council on Thursday 21st September 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, L Boorman, C Bristow, R Buchanan, R Clay, S Dubas,

F Hoareau, R Honeyman, O Honeyman, J Lord, J Meek, L Stirton, R Stirton and M Wearmouth.

Adam Chugg, Town Clerk

Louise Lawrence, Head of Assets, Projects & Services

Simon Lambert, Golf Course Manager

Georgia Raeburn, Acting HR & Governance Manager

Becky Terry, HR & Governance Assistant

There were 6 members of the public in attendance.

C49/09/23 Apologies for Absence

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

C50/09/23 Disclosure of Interests

Councillor L Stirton and R Stirton declared non-pecuniary interests in relation to item 12, as their children are junior members of Seaford Town Football Club.

C51/09/23 Public Participation

| Speaker | Statement |
|------------|---|
| Resident A | <i>With regards to item 12 on agenda, shared concerns that the floodlights illuminate their garden and are a nuisance to local people, the noise and foul language during games until 10pm disturb households, and there are issues parking during matches.</i> |

| | |
|-----------------------|---|
| | <p><i>Queried the impact of the under-23 football team no longer existing on the frequency of the floodlight need. Asked if the Town Council could publicise dates that floodlights are to be used.</i></p> <p><i>Queried why the adverts have not been removed given there is no permission in place, or why the adverts cannot just be displayed during the games as per the arrangements before lockdown.</i></p> <p><i>Shared that there are some duplicated adverts and that the advert amount has doubled, which is in breach of planning regulations.</i></p> |
| Town Council Response | <i>Thanked the resident for their contribution.</i> |
| Resident B | <p><i>With regards to agenda Item 11 – ‘stop the fence’ campaign - reminded the councillors that the petition was signed by 570 Seaford residents. Residents explained why they were against the fence and the councillors have the reasons within their agenda. The content analysis offers the breadth of the residents’ feelings.</i></p> <p><i>Feels the biannual meetings have been very helpful in bringing issues to the table and allowed the opportunity for discussion.</i></p> <p><i>Confirmed that residents value the public green space and it should remain a public green space to be shared.</i></p> |
| Town Council Response | <i>Thanked the resident for their contribution</i> |
| Resident C | <p><i>Confirmed that they had circulated concerns to Councillors prior to the meeting.</i></p> <p><i>Clarified that the adverts were put up without permission of the Town Council and that there are no other permanent adverts on pitches and parks in the whole of Lewes District Council. Reminded that Seaford Town Football Club does not rent or lease the pitch, they hire on a match-by-match basis, so the adverts are on a public green space. Urged the Town Council to look at the need for this advertising income.</i></p> |

| | |
|-----------------------|--|
| | <i>Confirmed that no other agency or body has been allowed to hire the pitch. Furthermore, that the adverts being in place and the gates being there stops other users accessing the green space, which constitutes a disposal of a designated green space. Due to this the Town Council may be open to legal challenge.</i> |
| Town Council Response | <i>Thanked the resident for their contribution.</i> |
| <i>Resident D</i> | <i>Spoke in support of the other residents' comments relating to The Crouch.</i> |
| Town Council Response | <i>Thanked the resident for their contribution.</i> |
| <i>Resident E</i> | <i>With regards to agenda item 12, raised concerns that there has been no progress in a year and this agenda item has not been through the Community Services Committee. Questioned the delay and the consequence of this being a number of questions being asked of the Town Council. Confirmed the historical process leading to agenda item 12 and concerns with the Town Council's management of assets. Urged the Town Council to defer consideration of this item until it can be properly examined.</i> |
| Town Council Response | <i>Thanked the resident for their contribution.</i> |

C52/09/23 Minutes

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

| | | |
|-----|---------------------|--------------------------------|
| 4.1 | Planning & Highways | 27 th July 2023 |
| 4.2 | Planning & Highways | 17 th August 2023 |
| 4.3 | Planning & Highways | 7 th September 2023 |

C53/09/23 Civic Update - Mayor's Update Report

Full Council considered report 69/23 presenting the Mayor's update and details of engagements attended.

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

C54/09/23 Town Clerk's Update Reports

Full Council considered report 80/23 updating Full Council on key Town Council work and work priorities for the Town Council.

Members discussed parking within the town, the deferral of the internal communications paper until after an upcoming councillor workshop, the 80th anniversary of D-Day in 2024 and confirming that the Town Council does not have a recess period during summer. It was **RESOLVED** to **NOTE** the contents of the report.

C55/09/23 Town Council Working Group Reports

There were no working group reports for this meeting.

C56/09/23 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.

| Representative | Statement |
|--|---|
| <i>Councillor L Stirton - Lewes District Citizen's Advice Bureau</i> | <i>Attended the Annual General Meeting of Lewes District Citizens Advice Bureau (CAB) and confirmed that it relies on local grants, funding and volunteers to provides a wide range of advice. CAB are under pressure as a result of demand on their services due to the cost of living and housing crisis. The meeting focused on Seaford and the residents visited CAB to discuss items such as housing – the local housing allowance not being enough to cover rental costs. The summary was that CAB cannot solve these issues on their own, it will require cross-working across a wide range of bodies. Hopes that Seaford Town Council will continue to support CAB.</i> |
| <i>Councillor S Markwell - Seaford Chamber of Commerce</i> | <i>Confirmed that they have attended events with Seaford Chamber of Commerce we have been warmly welcomed. The Chamber recently received the best company supporting business award. Their membership encourages network and support across local businesses offering a variety of social events and networking. The Chamber supports and helps companies with the current challenges within the business community. Thanked Seaford Chamber of Commerce for its work in the town.</i> |
| <i>Councillor C Bristow – Seaford Head Local Nature</i> | <i>Attended Seaford Head Nature Reserve Management Committee site meeting at South Hill Barn, along with a</i> |

| | |
|--|---|
| <p><i>Reserve Management Committee</i></p> | <p><i>number of different organisations, looking at issues on site – including the track down to the beach and lack of toilets on site.</i></p> <p><i>Shared that there is an incoming planning application from National Trust about Chyngton Brooks - the land adjacent to Cuckmere River – with a proposal to return it to salt marsh.</i></p> <p><i>Confirmed that the steps at Hope Gap remain closed for safety reasons. An extraordinary meeting of the Management Committee is being arranged for late November/early December.</i></p> |
| <p><i>Councillor M Wearmouth – Lewes District Joint Action Group</i></p> | <p><i>Shared that the Joint Action Group is a meeting of professionals to look at local issues, behaviour, parking, traffic, accidents. At the meeting in September, issues around parking on the seafront were raised. There are phone apps guiding motorhome users to the seafront due to the free parking and toilet facilities. The Police are involved as there has been an increased rate of accidents.</i></p> |

C57/09/23 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 F Hoareau, Lewes District Council</i></p> | <p><i>Confirmed that the planning application for the Constitutional Club has been approved by the Planning Inspector. This includes a new Constitutional Club on the ground floor and retirement flats above it.</i></p> <p><i>Confirmed that the Planning Inspector is looking at the case for a new care home next to Florence House.</i></p> |
| <p><i>Councillor C Bristow, Lewes District Council</i></p> | <p><i>Shared that the District Council is looking into the feasibility of running a car share/rental scheme.</i></p> <p><i>Richmond Road Car Park has been recommended. This would initially be one petrol car and then if successful, electric vehicles.</i></p> |

| | |
|--|---|
| <p><i>Councillor S Adeniji, East Sussex County Council</i></p> | <p><i>Confirmed that the next County Council meeting is 12th October, where a petition is being presented asking for HGV's to be driven on A roads only. This would affect Newhaven and Seaford. At that meeting, the County Council will also be looking at an electric vehicle roll out.</i></p> |
|--|---|

C58/09/23 Seaford Town CCTV Arrangements

Full Council considered report 77/23 updating Full Council on changes to the Town's CCTV system, and to seek approval of this being brought under the Town Council's ownership.

(7.44pm - Standing Orders were suspended to allow the Police representative to address the meeting)

The Sussex Police representative talked the meeting through the suggested new CCTV system in detail, providing an overview of the key aspects of the proposals.

Members raised queries about technological abilities of the proposed new system, how maintenance issues with cameras are reported, and access to and control of the system.

(8.05pm – the Police Representative left the meeting)

(8.08pm - Standing Orders were reinstated)

C58.1 It was **RESOLVED** to **NOTE** the contents of the report.

C58.2 It was **RESOLVED** to **AGREE** to taking on the CCTV system within the town from Sussex Police, as per report 77/23, resulting in a new, digital wireless CCTV system under the Town Council's ownership.

C59/09/23 Crouch Petition – ‘Stop the Fence’ Campaign

Full Council considered report 75/23 presenting details of a petition received from the ‘Stop the Fence’ campaign.

C59.1 It was **RESOLVED** to **NOTE** the details of the petition.

C59.2 It was **RESOLVED** to **APPROVE** the relevant policies being updated to this effect – namely the Town Council's Petition Policy and Agendas and Minutes Policy.

C60/09/23 Floodlights, Adverts and Gates – The Crouch

Full Council considered report 74/23 providing information for Full Council to consider floodlights, adverts and gates at The Crouch.

Members discussed the historical nature of these requests, planning permission having been granted, the importance of transparency with Crouch matters, the option of creating a working group, sorting out issues before the beginning of the next football season, the safety of the adverts and structures and frequency of Town Council inspections, the gate closure arrangements and ensuring public safety, the communication channels to share

closure details, the petition submitted elsewhere on this agenda, the importance of working together with local people and also supporting the football club as an important asset to youth services, the hire of the pitch by others, enforcement if planning permissions are not adhered to, the benefit of councillors attending the site during match times to understand the site during match times and the existence of the Crouch Stakeholders Group meeting to engage with users of the site.

Member proposed to approved 2/3/4 for a period of 12 months and review after 12 months. Members requested 9 months instead of 12.

C60.1 It was **RESOLVED** to **NOTE** the contents of the report.

C60.2 It was **RESOLVED** to **APPROVE** the Football Club displaying advertisements in accordance with planning permissions granted (LW/22/0740), for an initial period of nine months.

C60.3 It was **RESOLVED** to **APPROVE** the Football Club operating the floodlights in accordance with planning permissions granted (LW/22/0739), for an initial period of nine months.

C60.4 It was **RESOLVED** to **APPROVE** the concept of closing gates to The Crouch at certain times to facilitate the needs of the Football Club during matches – in accordance with the specifics to be agreed as set out within report 74/23, for an initial period of nine months.

C60.5 It was **RESOLVED** to **DELEGATE POWER** to the Head of Assets, Projects & Services, in consultation with the chair of the Town Council and Chair of Community Services, to work with the Football Club and other users of the site to agree the most effective and reasonable operational details of the gate closures for the initial nine month period.

C60.6 It was **PROPOSED** to **ESTABLISH** a working group - consisting of Councillors C Bristow, L Boorman, O Honeyman, L Stirton and R Stirton - to further consider these matters and to report to Full Council within six months.

(09.04pm - seven members of the public and Councillor Adeniji exited the meeting)

(9.04pm to 9.09pm – a short break was held)

C61/09/23 Martello Toilets – Confirmation of Tender Process

Full Council considered report 76/23 seeking approval of the tender process relating to Martello Toilets.

It was **RESOLVED** to **DELEGATE POWER** to the Head of Assets, Projects and Services, in consultation with the Town Clerk and Chairs of Finance & General Purposes and Community Services, to determine and accept the chosen tender.

C62/09/23 Responsible Finance Officer Appointment

Full Council considered report 79/23 updating and confirming with Full Council the Responsible Finance Officer arrangements.

C62.1 It was **RESOLVED** to formally **APPROVE** the appointment of Mulberry & Co. for the provision of Responsible Financial Officer services for the period 1st July 2023 to 31st March 2023 inclusive.

C62.3 It was **RESOLVED** to formally **APPROVE** the appointment of the current Finance Manager as Responsible Finance Officer in or before March 2024.

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.

C63/09/23 Staffing Matters – Recommendations from Other Committees - EXEMPT

Full Council considered exempt report 78/23 presenting recommendations from the Personnel and Golf & The View committees relating to staffing matters.

C63.1 It was **RESOLVED** to **NOTE** the contents of the report.

C63.2 It was **RESOLVED** to **AGREE** to the regrading of the greenkeeping salaries as set out within exempt report 78/23.

C63.3 It was **RESOLVED** to **AGREE** to the proposed changes to the Events & Facilities Officer post, as per exempt report 78/23.

The meeting closed at 9.46pm.

Councillor O Honeyman

Councillor Olivia Honeyman

Mayor of Seaford