



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Full Council on Thursday 25th January 2024

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, S Dubas, F Hoareau, R Honeyman, J Lord, O Matthews, G Rutland, L Stirton, I Taylor, L Wallraven and M Wearmouth.

Nia Waite, 2023 – 2024 Young Mayor

Adam Chugg, Town Clerk

Andy Beams, Locum Responsible Finance Office

Lucy Clark, Finance Manager

Georgia Raeburn, Acting HR & Governance Manager

There were six members of the public in attendance.

C92/01/23 Apologies for Absence

Apologies for absence were received from Councillors J Meek and R Stirton.

C93/01/23 Disclosure of Interests

It was **RESOLVED** to **NOTE** that the Town Clerk grants dispensation to all members who pay council tax to take part in discussion and vote on item 11. This dispensation is granted in order for the Town Council to be quorate and to set its annual budget and precept requirement. This dispensation will last the duration of this current administration i.e. until May 2027.

Councillor C Bristow declared a non-pecuniary interest in agenda item number 12, as they work for the organisation that distributed part of the funding the Cliff Gardens project but not in a decision-making capacity. This would not prevent them from taking part in the discussion or voting on this item.

C94/01/23 Public Participation

Speaker	Statement
Resident A	<i>Regarding item 12, has already circulated comments to councillors but just wanted to note errors in the recommendations regarding 'substantial progress' of the project and the 'widespread support from the public' taking into account the split of the public representation on the District Council's planning application portal, with around 42% objecting.</i>
Town Council Response	Thanked the resident for their contribution.

C95/01/23 Petitions

There were no petitions presented for consideration at this meeting.

C96/01/23 Minutes

Members discussed the accuracy of the Community Services minutes presented and the process for approving minutes when there are recommendations within the minutes.

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

96.1	Full Council	16 th November 2023
96.2	Climate Change Sub-Committee	26 th October 2023
	<i>The recommendations within the Climate Change Sub-Committee minutes were considered by Full Council at its meeting in November 2023 and the draft Climate Emergency Policy appeared elsewhere on this agenda for consideration, so were not approved at this stage of the meeting.</i>	
96.3	Community Services	7 th December 2023
96.4	Finance & General Purposes	19 th December 2023
	<i>The recommendation within the Finance & General Purposes Committee minutes relating to the draft budget appeared elsewhere on this agenda for consideration, so were not approved at this stage of the meeting.</i>	
96.5	Golf & The View	5 th December 2023
96.6	Planning & Highways	9 th November 2023
		30 th November 2023
		21 st December 2023
		11 th January 2024

C97/01/23 Civic Update Reports

a. Mayor's Update Report

Full Council considered report 142/23 presenting the Mayor's update and details of engagements attended.

Members congratulated the Mayor, Deputy and civic team on a successful Christmas carol. It was **RESOLVED** to **NOTE** the contents of the report.

b. Young Mayor's Office Update

The Young Mayor confirmed that they attended Seaford Christmas Magic and the Mayor's Carol Services, both of which were wonderful. They have recently started to plan a 'Mocktail' evening to raise monies for their chosen charities, RNLI and Seaford Lifeguards. This is at the Mercread Youth Centre on 16th March and all are welcome. They are continuing to fundraise, including waiting to hear back from primary schools across Seaford to hold a non-school uniform day.

Full Council thanked the Young Mayor for attending and the update provided, and for the work they have been undertaking.

C98/01/23 Town Clerk's Update Report

Full Council considered report 150/23 updating Full Council on key Town Council work and work priorities for the Town Council.

Members thanked the Town Clerk for the report and implementing the motions table.

Members queried plans for the 80th anniversary of D-Day and the Town Council's considerations of the draft Lewes Local Plan.

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

C99/01/23 Town Council Working Group Reports

Whilst there are active working groups, there were no written working group reports for this meeting.

Representative	Statement
Councillor R Buchanan, South Hill Barn Working Group	Confirmed that six meetings of the Working Group have been scheduled and that it will be preparing a brief and feasibility study about the future use of South Hill Barn. Site visits have been undertaken to similar sites and

	current work includes initial meetings with stakeholders, such as South Downs National Park Authority, Sussex Wildlife Trust and the National Trust.
Councillor L Boorman, Seaford Town Football Club Working Group	Confirmed that there had been some change in membership, that meeting dates are being agreed and a site visit too.

C100/01/23 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
Councillor L Wallraven, Bishopstone United Charities	Updated that the bathroom windows on both properties are needing to be replaced, which will require planning permission as a listed building within a conservation area. Everything else is running smoothly.
Councillor S Markwell, Seaford Health Stakeholders Group	Updated that the group has met twice and has membership from a variety of local organisations representing health, social care, disability access and other care organisations. Shared that the group is keen to work alongside newly-formed NHS Sussex, which is an integrated care board. Confirmed that the group will be reviewing its terms of reference, with a purpose of facilitating better communication between all the health groups, acting as a dynamic, local information hub for health and reporting back on any changes or developments in local health and social care. Confirmed that links are also being made to

	involve local GP surgeries, mental health, dental health and others.
Councillor M Wearmouth, Lewes Joint Action Group	Updated that the group has been discussing anti-social behaviour in relation to parking on the seafront, this running parallel to the work the Town Council is doing to address this issue and ensure all relevant authorities are taking appropriate action.
Councillor R Honeyman, Community Rail Partnership	Updated on the Seaford to Brighton line, the success of Friends of Bishopstone Station and improvements undertaken at the station. Confirmed that East Sussex County Council is looking at the rail aspects of its transport plan. Next partnership meeting will be focussing on reviewing the draft transport plan.

C101/01/23 District & County Council 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.

(7.27pm – Councillor I Taylor joined the meeting)

Representative	Statement
Councillor Freddie Hoareau, Lewes District Council (LDC)	Confirmed that LDC is consulting on the Lewes Local Plan. Clarified that LDC has a tight framework in terms of what it can do with the plan. Reminded that residents can view all the consultation documents on the LDC website. Confirmed that this is not the final stage of consultation but is crucial as this is where opinions are starting to be formed on sites within the draft plan. Updated that the Florence House appeal has been rejected, so the application will not be going ahead.

	Confirmed that LDC has announced a new system with bins and that residents can get in touch with LDC to request new bins if needed.
Councillor Sam Adeniji, East Sussex County Council (ESCC)	<p>Confirmed that at the recent ESCC Cabinet meeting, it was agreed to propose a Council Tax increase of 2.99% and for Adult Social Care an increase of 2%.</p> <p>Clarified that ESCC relies on funding from central government and that this was not at the level expected and as a result, £14m will have to be used from reserves to balance the books.</p> <p>Shared that ESCC is consulting on its long term local transport plan for 2024 – 2050, with the consultation ending on 25th February 2024. The plan will cover rail and public transport within the county.</p> <p>Shared that ESCC has organised a series of free winter events within libraries.</p>

C102/01/23 Budget Proposal 2024 - 2025

Full Council considered report 147/23 presenting the Budget and Precept proposal for 2024 – 2025.

Members discussed the inclusion of the toilet cleaning costs in the budget, a progress update on rent reviews for leases of assets and further information to be shared with councillors, the budget concerning the proposed outsourcing of The View,

C102.1 It was **RESOLVED** to **NOTE** the content of this report and associated attachments.

C102.2 It was **RESOLVED** to **AGREE** the budget proposal for 2024 – 2025.

C102.3 It was **RESOLVED** to **AGREE** the precept request to Lewes District Council for 2024 – 2025.

C103/01/23 Cliff Gardens & Pump Field Educational Project Update

(7.40pm – Standing Order 3 was suspended to allow for public input at this stage of the meeting)

Full Council considered report 148/23 presenting an update on the Cliff Gardens & Pump Field Educational Project from Seaford Community Partnership.

Members discussed the lifespan of the structures and cycle path, what maintenance will be needed and the responsibility for this, public liability of the site, the use of corten steel so close to the sea, ongoing costs to maintain the Sunken Garden, how to secure long term sustainability of the project, whether a flood assessment had been undertaken, emergency vehicle access and the emergency services having been consulted as part of the planning application process, long term liability for the site and insurance arrangements.

It was requested that the vote on the recommendations be taken separately, given speculation around the term 'widespread support' being used.

(8.00pm – Standing Orders were reinstated)

C103.1 It was **RESOLVED** to **NOTE** the contents of the report.

C103.2 It was **RESOLVED** to **NOTE** the following:

- a. The substantial progress made so far and the widespread support from the public.
- b. The need for a Stopping Up Order from the Department of Transport before the contractor can start building the beds which volunteers will fill with chalk, soil. etc before planting.
- c. The further work necessary by the team to identify suitable material/s for the cycle track and footpath and the possible adverse impact on costs and timescales

C104/01/23 Final Adoption of Climate Emergency Policy

Full Council considered report 145/23 presenting the draft Climate Emergency Policy for final adoption, as recommended by the Climate Change Sub-Committee.

Members discussed the definition and implications of having a proposed 'live' date and the creation of a strategic Climate Action Plan.

C104.1 It was **RESOLVED** to **ADOPT** the draft Climate Emergency Policy as recommended by the Climate Change Sub-Committee.

C104.2 It was **PROPOSED** to **AGREE** that the new policy will come into effect from 30th June 2024; this **MOTION** was **CARRIED**.

C105/01/23 Final Adoption of Concessions Policy

Full Council considered report 146/23 presenting the draft Concessions Policy for final adoption, as recommended by the Community Services Committee.

Members discussed the inclusion of recycling requirements in the policy, the feasibility of excluded alcohol at certain sites, the process for determining temporary event notices or alcohol licensing applications, the opportunity for variety of concessions within the town, how restrictions on the number and type of concessions are controlled by Committee and the clarity of this within the policy, the title of the policy, and the concession operators involvement in shingle clearance.

It was **RESOLVED** to **ADOPT** the draft Concessions Policy as amended at the meeting, to include:

- Mention of recycling bins within the 'Repair, Condition and Cleanliness' section of the policy,
- An additional sentence in the introduction confirming that the Community Services Committee controls the number and type of concessions.

C106/01/23 Conclusion of Annual Governance and Accountability Return 2022 - 2023

Full Council considered report 144/23 providing an update on the status of the 2022 - 2023 Annual Governance and Accountability Return (AGAR).

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

C107/01/23 Interim Internal Audit Report 2023 - 2024

Full Council considered report 143/23 presenting the Interim Internal Audit Report from Mulberry & Co Ltd for 2023 – 2024.

(8.28pm – one member of public exited the meeting)

Members clarified the requirements of the transparency code.

It was **RESOLVED** to **NOTE** the Internal Auditor's report.

C108/01/23 Exclusion of 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 remaining items of business for the reasons as set out on the agenda.

(8.29pm to 8.36pm – a short break was held with all remaining members of public exiting the meeting)

C109/01/23 The View: Progress Update and Completion of Lease Negotiations EXEMPT

Full Council considered exempt report 148/23 providing an update on progress being made towards the new arrangements for the View and approval of steps to complete the lease negotiations.

C109.1 It was **RESOLVED** to **NOTE** the report and the progress being made towards the new arrangements for The View.

C109.2 It was **RESOLVED** to **NOTE** the feedback provided on the draft legal documents to be agreed with the new tenants.

C109.3 It was **RESOLVED** to **DELEGATE AUTHORITY** to the Town Clerk, in consultation with the Mayor and Chair of the Golf & The View Committee, to complete the final negotiations and execute the final documentation, noting that the Mayor may reconvene councillors if necessary.

(9.15pm – Councillor L Boorman exited the meeting)

C110/01/23 Asset Update: Hurdis House & The Crypt EXEMPT

Full Council considered exempt report 149/23 providing a confidential update on two Town Council assets: Hurdis House and The Crypt.

(9.31pm – Councillor S Adeniji exited the meeting)

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

The meeting closed at 9.47pm.

Councillor O Honeyman

Councillor Olivia Honeyman

Mayor of Seaford