



## Seaford Town Council

### **Minutes of the Annual meeting of Seaford Town Council on Wednesday 7 May 2025**

Held at Council Chambers, 37 Church Street, Seaford, BN25 1HG at 7.00pm.

#### **Present:**

Councillors S Markwell (2024 - 2025 Mayor) and M Wearmouth (2024 - 2025 Deputy Mayor)

Councillors M Wearmouth (2025 - 2026 Mayor) and L Stirton (2025 - 2026 Deputy Mayor)

Councillors S Ali, L Boorman, C Bristow, R Buchanan, S Dubas, O Honeyman, R Honeyman, J Lord, O Matthews, J Meek, G Rutland, R Stirton, and L Wallraven  
Peter White, Sergeant-at-Mace

Isabelle Moulard, Community Engagement & Democratic Services Manager

Georgia Raeburn, HR & Governance Manager

Becky Terry, Governance & Policy Officer

There were three members of the public in attendance.

#### **C01/05/25 Election of Mayor for the Municipal Year 2025 – 2026**

It was **RESOLVED** that Councillor M Wearmouth to be **APPOINTED** as Mayor of Seaford for the forthcoming 2025 – 2026 Municipal Year.

*(7.10-7.15pm A short break was held to carry out the Mayoral Handover)*

#### **C02/05/25 Handover of Mayoral Office**

The Sergeant-at-Mace carried out the Mayor-making ceremony, welcoming the incoming Mayor and mace to the meeting.

The new Mayor thanked and honoured the previous Mayor for her service over the last year and for her work supporting and raising money for her chosen charity, for supporting and attending the Town Council's 25<sup>th</sup> anniversary year celebrations and being a part of the process for creating the new Seaford Town Flag.

The previous Mayor discussed the events that she was a part of during her mayoral year, the charity that she had been involved in and praised the achievements over the year from some wonderful local groups and charities. The previous Mayor thanked the Town Council officers, former mayors, her deputy and her fellow councillors for all their support.

**C03/05/25 Declaration of Acceptance of Office – Mayor**

The Mayor, Councillor M Wearmouth, pursuant to the provisions of Section 83 of the Local Government Act 1972, made a Declaration of Acceptance of Office in the prescribed form before the Proper Officer.

**C04/05/25 Election of Deputy Mayor for the Municipal Year 2025 – 2026**

Two nominations were received: Councillors G Rutland and L Stirton.

It was **PROPOSED** that Councillor G Rutland be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming 2025 – 2026 Municipal Year; the **MOTION** was **NOT CARRIED**.

It was **PROPOSED** that Councillor L Stirton be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming 2025 – 2026 Municipal Year; the **MOTION** was **CARRIED**.

*(7.25pm - Peter White, Sergeant-at-Mace, exited the meeting)*

**C05/05/25 Apologies for Absence**

Apologies for absence were received from Councillors F Hoareau and I Taylor.

**C06/05/25 Disclosure of Interests**

There were no disclosures of interests.

**C07/05/25 Public Participation**

There was no public participation.

**C08/05/25 Petitions**

There were no petitions presented for consideration at this meeting.

**C09/05/25 Review of Committee Terms of Reference 2025**

Full Council considered report 01/25 presenting the proposed Committee Terms of Reference for consideration and adoption by Full Council.

Members discussed the flexibility within the Committee Terms of Reference and thanked the Town Clerk for their work identifying and implementing the new committee structure.

**C09.1** It was **RESOLVED** to **NOTE** the contents of the report and the further review of the terms of reference during the 2025 – 2026 municipal year.

**C09.2** It was **AGREED** to **ADOPT** the Committee Terms of Reference as presented

*(7.36pm – the Chair suggested to swap round the remaining two items of business on the agenda)*

## **C10/05/25      2025 - 2026 Outside Body Review & Appointments**

Full Council considered report 03/25 presenting the necessary details to review the Town Council's representation on outside bodies and appoint representation for the 2025 – 2026 Municipal Year.

Members discussed a number of outside bodies, including SeaFriends, Impact Seaford, Crouch Bowling Club, Mercread Youth Centre, Strengthening Local Relationships and Seaford Traders Group.

**C10.1** It was **RESOLVED** to **NOTE** the representative reports submitted for the 2024 - 2025 Municipal Year.

**C10.2** It was **RESOLVED** to **AGREE** the following recommended changes to outside bodies:

<b>Outside Body Name</b>	<b>Change</b>
Chyngton Brooks	To remove the outside body from the list
Seaford Environment Alliance	To agree to increase from one representative to two
Chalk Coast National Nature Reserve	To note that this is now known as the Seven Sisters National Nature Reserve
East Sussex Association of Local Councils (ESALC) & Lewes District Associations of Local Councils	To agree to combine the two associations and appoint two representatives

**C10.3** It was **RESOLVED** to **APPOINT** the following Town Council representatives to outside bodies for the 2025 – 2026 Municipal Year:

<b>Outside Body</b>	<b>No. Reps</b>	<b>2025 - 2026 Representatives</b>
Access in Newhaven & Seaford	2	Olivia Honeyman Richard Honeyman
Bishopstone United Charities	2	Linda Wallraven non-cllr Penny Lower
Citizen's Advice Bureau	2	Lindsay Stirton Vacant
Community Rail Partnership	2	Richard Honeyman Vacant
Cuckmere Community Buses	1	John Edson (non-ClIr)

East Sussex & Lewes District Association of Local Councils	2	Liz Boorman Richard Honeyman
Lewes Community Safety Partnership - Joint Action Group	2	Sally Markwell Shah Ali
Plastic-Free Seaford Steering Group	2	Rod Buchanan James Meek
Save Seaford's Swifts	1	Rod Buchanan
Seafriends	1	Sally Markwell
Seaford Allotments	1	Christina Bristow
Seaford Beach User Group	1	James Meek
Seaford Chamber of Commerce	3	Sally Markwell Geoff Rutland James Meek
Seaford Community Partnership (incl. Ouse Valley Climate Action Project)	2	Rod Buchanan Richard Honeyman
Seaford Environmental Alliance	2	Rod Buchanan Richard Honeyman
Seaford Head Local Nature Reserve Management Committee	2	Christina Bristow Maggie Wearmouth
Seaford Head Swimming Pool	1	Christina Bristow
Seaford Traders Group	1	Sally Markwell
Seven Sisters National Nature Reserve	1	Christina Bristow
Strengthening Local Relationships	3	Linda Wallraven Sally Markwell Maggie Wearmouth
Trees for Seaford	1	James Meek

Officers were instructed to go away and find out if these outside bodies are still required or whether the Crouch Stakeholder Group meetings have negated the need for outside body representation:

Crouch Bowling Club	1	<i>To be confirmed</i>
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Mercread Youth Centre	1	<i>To be confirmed</i>

## **C11/05/25      2025 – 2026 Committee Membership**

Full Council considered report 02/25 presenting the necessary details to appoint members to committees, appoint the Chairs and Vice-Chairs, and consider the appointment of any new committees.

**C11.1** It was **RESOLVED** to **APPROVED** the Committee Structure as presented.

**C11.2** It was **RESOLVED** to **APPOINT** members of the Assets & Facilities Committee as set out below for the 2025 - 2026 Municipal Year:

Councillors S Ali, O Honeyman, R Honeyman, G Rutland, S Markwell, J Meek and L Wallraven (three vacancies remain)

**C11.3** It was **RESOLVED** to **APPOINT** members of the Finance & General Purposes Committee as set out below for the 2025 - 2026 Municipal Year:

Committee S Ali, R Buchanan, L Boorman, S Dubas, S Markwell, O Matthews, J Meek, R Stirton and L Wallraven (one vacancy remains)

**C11.4** It was **RESOLVED** to **APPOINT** members of the Golf, Open Spaces & Climate Action Committee as set out below for the 2025 - 2026 Municipal Year:

Councillors C Bristow, R Buchanan, R Honeyman, O Matthews, J Meek, G Rutland, L Wallraven and M Wearmouth (two vacancies remain)

**C11.5** It was **RESOLVED** to **APPOINT** members of the Planning & Highways Committee as set out below for the 2025 - 2026 Municipal Year:

Councillors L Boorman, R Buchanan, O Honeyman, R Honeyman, J Lord and L Wallraven (four vacancies remain)

**C11.6** It was **RESOLVED** to **AGREE** to increase the Personnel Committee to seven members, and furthermore to **APPOINT** members of the Personnel Committee as set out below for the 2025 - 2026 Municipal Year.

Councillors L Boorman, S Dubas, O Honeyman, R Honeyman, S Markwell, O Matthews and L Wallraven.

**C11.7    Assets & Facilities Committee:**

It was **RESOLVED** to **APPOINT** Councillor O Honeyman as Chair

It was **RESOLVED** to **APPOINT** Councillor R Honeyman as Vice-Chair

**C11.8    Finance & General Purposes Committee:**

It was **RESOLVED** to **APPOINT** Councillor S Dubas as Chair

It was **RESOLVED** to **APPOINT** Councillor S Ali as Vice-Chair

**C11.9 Golf, Open Spaces & Climate Action Committee:**

It was **RESOLVED** to **APPOINT** Councillor C Bristow as Chair

It was **RESOLVED** to **APPOINT** Councillor R Buchanan as Vice-Chair

**C11.10 Planning & Highways Committee:**

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Chair

It was **RESOLVED** to **APPOINT** Councillor L Boorman as Vice-Chair

**C11.11 Personnel Committee:**

It was **RESOLVED** to **APPOINT** Councillor S Markwell as Chair

It was **RESOLVED** to **APPOINT** Councillor O Matthews as Vice-Chair

**C11.12 Disciplinary / Grievance Panel:**

It was **RESOLVED** to **APPOINT** Councillor L Boorman as Chair

**C11.13 Appeals Committee:**

It was **RESOLVED** to **APPOINT** members of the Appeals Committee as set out below for the 2025 - 2026 Municipal Year:

Councillors J Lord, G Rutland and R Stirton (two vacancies remain)

It was **RESOLVED** to **APPOINT** Councillor R Stirton as Chair

It was **RESOLVED** to **APPOINT** Councillor G Rutland as Vice-Chair

**C11.14 Committee Chairs Management Group**

It was **RESOLVED** to **APPOINT** Councillor L Stirton as Chair

The meeting closed at 8.33pm.

*Councillor M Wearmouth*

Councillor M Wearmouth

Mayor of Seaford