



Seaford Town Council

Minutes of a meeting of Seaford Town Council's Golf, Open Spaces & Climate Action Committee on 27 November 2025

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

Present:

Councillors R Buchanan (Vice Chair in the Chair), C Bristow (Chair, but requested not to Chair this meeting), S Dunn, J Meek, G Rutland, I Taylor, and M Wearmouth

Steve Quayle, Town Clerk

Darryl Keech, Deputy Town Clerk & Responsible Financial Officer

Peter Cousin, Head of Place

Lucy Clark, Finance Manager

Sharan Brydon, Operations & Facilities Manager

Simon Lambert, Golf Course Manager

Fraser Morley, Golf Professional

There were two members of the public attendance

GO21/11/25 Apologies for Absence

Apologies for absence were received from Councillors R Honeyman, O Matthews and L Wallraven.

GO22/11/25 Disclosure of Interests

Councillor C Bristow declared a non-pecuniary interest in items of business relating to the Cliff Gardens Project, as she is employed by the South Downs National Park Authority, however she works on an externally-funded standalone project (the Ouse Valley Climate Action Project) which is separate from the core responsibilities of the SDNPA.

GO23/11/25 Public Participation

Speaker	Statement
Resident A	<i>Speaking on agenda item 6 Cycle rack installation – Resident A noticed from the report that a large amount of money has been put aside for the installation. Resident A noted that the installation of the cycle racks at The Salts has gone on for a</i>

	<i>long time. Resident A suggested that the Town Council should consider looking at installing a similar cycle rack to the one that is outside the post office as they are easy to install and only cost £500.</i>
Town Council Response	Thanked the resident for their contribution. Officers confirmed that they will be looking into various ways to make the cycle racks as affordable as possible.
Resident B	<i>Speaking on agenda item 6 Cycle rack installation – Resident B stated that they have just had a cycle rack installed at the Mercread Centre and it cost £125. Resident B appreciates that it may cost more as it will be installed into a grass area but queried how the cycle rack cost figure had come about.</i> <i>Speaking on agenda item 7 – Climate Action Plan – Resident B was pleased to see that the Town Council are putting together a Climate Action Plan and look forward to seeing how it progresses.</i>
Town Council Response	Thanked the resident for their contribution and confirmed that some of the cycle rack locations are on tarmac so this will create some savings on the installations.

GO24/11/25 Golf Course Update – November 2025

The Committee considered report 91/25 providing an update on Golf Course maintenance and Golf Course related matters.

The Golf Course Manager updated that, since writing the report, the Assistant Greenkeeper has now passed their college training. The Committee offered its congratulations.

Members congratulated the team on the pollination on site. The Golf Course Manager confirmed that the intention is to allocate budget in the next financial year to increase the pollination / rewilding area.

Members queried the progress of the work to look at how best to manage the footpaths onsite used by members of the public and the intention to bring a report back to Committee on this.

Members queried the situation with the trees on the eastern side of the golf course, which have been relocated and reseeded. Members will be invited to a site tour of the golf course to aid with visualising the areas being discussed by Committee.

Members queried the 17th Green and 18th Tee project and the timeline for the various stages and permissions required.

Following queries on the recycling washdown system, the Golf Course Manager explained how the washdown system works, how it recycles the water, how it manages the contamination process, how the new system would improve their current processes, and how rain refills it.

GO24.1 It was **RESOLVED** to **NOTE** the contents of the report.

GO24.2 It was **RESOLVED** to **AGREE** the proposed new membership, green fees, locker and buggy fees for April 2026 to March 2027, as presented in Appendix A of the report.

GO25/11/25 Golf, Open Spaces & Climate Action Update Report – November 2025

The Committee considered report 108/25 presenting an update on progress and actions relating to the Town Council's golf course, open spaces and climate actions.

Members discussed the significant improvement to the grass verge maintenance across the town since the Town Council has taken this on, the arrangements for litter near the cable hut at Cuckmere, an overgrown path adjacent to the A259 leading to Exceat having been reported to East Sussex Highways, the progress of the work at Cliff Gardens, and the request for matting at the entrance and exits to The Crouch due to mud levels.

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

GO26/11/25 Cycle Rack Installation – The Salts and South Hill Barn

The Committee considered report 109/25 providing an update on the installation of cycle racks at The Salts and South Hill Barn.

Members discussed how many cyclists go to South Hill Barn and how to ensure it is an effective location for parking a cycle and then exploring the site on foot.

GO26.1 It was **RESOLVED** to **NOTE** the contents of the report.

GO26.2 It was **RESOLVED** to **NOTE** that the proposal to include £9,000 for installation costs can be discussed later on in the agenda when discussing the 2026 – 2027 draft budget.

GO27/11/25 Climate Action Plan (CAP) – Recommendation to Full Council

The Committee considered report 113/25 presenting the proposal to obtain a recommendation from the GOSCA Committee to Full Council to adopt the Climate Action Plan.

Officers verbally updated that since writing the report, indicative costs have been discussed with Sussex Wildlife Trust of £12,000 a year to remove scrub and achieve improvement status, the costs for which will be included in the draft budget.

Officers confirmed that additional land may be included in the countryside stewardship scheme and that this would increase the funding received.

Officers explained that the energy audit will look at all of the Town Council's assets and create a list of recommendations on how to best lower the carbon footprint and reduce costs.

GO27.1 It was **RESOLVED** to **NOTE** the contents of the report.

GO27.2 It was **RESOLVED** to **RECOMMEND** the Climate Action Plan for adoption by Full Council.

GO27.3 It was **RESOLVED** to **AGREE** to instruct officers to include £9,200 in the draft GOSCA budget for 2026 – 2027 to commission an energy audit on the Town Council's assets.

GO28/11/25 Golf, Open Spaces & Climate Action Income & Expenditure Report up to 31 October 2025

The Committee considered report 104/25 presenting income and expenditure up to 31 October 2025.

Members thanked the officers for a very clear and straightforward report. Members queried the 1007 account code (Golf Air Traffic Control) being within the Golf Course cost centre, but it was confirmed that access to and scrub clearance of the area falls within the golf course remit.

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

GO29/11/25 Golf, Open Spaces & Climate Action Draft Budget Report, 2026 - 2027

The Committee considered report 106/25 presenting the Golf, Open Spaces & Climate Action Draft Budget for 2026 – 2027 for consideration and recommendation to the Finance & General Purposes Committee.

Following queries received in advance of the meeting, officers confirmed that the correct figure for projects in £155,056, that £20,000 is for concrete repairs on Bönnigstedt Promenade where a section has failed, that £2,000 is for legal costs associated with the Cliff Gardens project, that £3,600 is for the wildflower programme within the Strategic Programme, and the progress of the discussions with Seaford Community Partnership to finalise the Cliff Gardens management and maintenance plan..

Members queried the costs of the Grounds Maintenance Contract and officers confirmed that, at this stage, the indicative budget figures are at the top end – final figures will be known once the contract has been awarded in early January before the final budget is set.

GO29.1 It was **RESOLVED** to **RECOMMEND** the draft Golf, Open Spaces & Climate Action Committee budget 2026 – 2027 to the Finance & General Purposes Committee for consideration.

GO29.2 It was **RESOLVED** to **NOTE** that the figures relating to the Grounds Maintenance Contract are not yet known, due to the ongoing tender process, but that following Full Council approval of the preferred contractor these will be updated in the draft budget being presented to Full Council in January 2026 for final approval.

GO30/11/25 East Sussex and Brighton & Hove Local Nature Recovery Strategy Consultation

The Committee considered report 107/25 regarding the consultation on the Local Nature Recovery Strategy and seeking to agree the Town Council's response.

Officers confirmed that this would be a response on the Town Council's behalf – individuals are able to respond to this consultation directly themselves.

GO30.1 It was **RESOLVED** to **NOTE** the contents of the report.

GO30.2 It was **AGREED** to **DELEGATE** power to the Head of Place, in consultation with the Chair of the GOSCA Committee, to agree a final response based upon the comments raised at the meeting.

The meeting closed at 8.28pm.

Councillor R Buchanan

Vice Chair of Golf, Open Spaces & Climate Action