



## Seaford Town Council

### **Minutes of a Meeting of Seaford Town Council's Full Council on Thursday 29 January 2026**

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

#### **Present:**

Councillors M Wearmouth (Mayor) and L Stirton (Deputy Mayor)

Councillors S Adeniji, S Ali, L Boorman, C Bristow, R Buchanan, S Dubas, S Dunn, F Hoareau, O Honeyman, R Honeyman, J Lord, S Markwell, L Wallraven and I Taylor  
Steve Quayle, Town Clerk

Darryl Keech, Deputy Town Clerk & Responsible Financial Officer

Peter Cousin, Head of Place

Sharan Brydon, Operations & Facilities Manager

George Raeburn, Senior Committee Clerk

There were 17 members of the public in attendance

#### **C91/01/25 Apologies for Absence**

Apologies for absence were received from Councillors O Matthews, J Meek, G Rutland and R Stirton. Councillor J Lord had advised of his possible lateness due to a personal appointment.

#### **C92/01/25 Disclosure of Interests**

Councillor L Wallraven declared a non-pecuniary interest in agenda item 13 as Vice President of Seaford Lifeguards.

#### **C93/01/25 Dispensations**

It was **RESOLVED** to **NOTE** in 2024 the then Town Clerk granted dispensation to all Councillors to take part in discussion and vote on item 9. This dispensation was 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.

**C94/01/25 Public Participation**

Speaker	Statement
<i>Resident A</i>	<i>Regarding agenda item 13 relating to Seaford Lifeguards, confirmed that they are a voluntary team who have provided a lifeguard service in the town for 55 years. Provided some background regarding the situation with a lifeguard post on the seafront and that the current provision is inadequate for the Lifeguard's needs. Expressed upset at the treatment of Seaford Lifeguards. Welcomed the next speaker who will be speaking on the Lifeguards behalf.</i>
<i>Resident B</i>	<i>Regarding agenda item 13 relating to Seaford Lifeguards, provided an overview of factors that have affected Seaford Lifeguards, including Covid-19, tourism multiplying visitors to the beach and cliffs, and the amount of time taken to find a new site for the Lifeguards following the loss of their previous post. Confirmed that the Lifeguards have been offered two fully fitted out containers, which will be owned and maintained by the Lifeguards. Confirmed that the Lifeguards have been fundraising and also working hard to raise awareness, through a new website, leaflets and liaison with schools and the Mercread Centre. Confirmed that a planning application has been prepared but the Town Council's agreement (and letter confirming this) is waited upon to help bring this essential organisation back to Seaford. Confirmed that if the support is not forthcoming, the Lifeguards equipment would be sold and the monies distributed to charities within the town.</i>
<i>Resident C</i>	<p><i>Regarding agenda item 25 relating to South Hill Barn, made comments on:</i></p> <ul style="list-style-type: none"> <li><i>• The agricultural covenant and the need to understand the consequences of removing this, including additional pressure on Chyngton Field</i></li> <li><i>• The need for a Landscape and Visual Impact Assessment to provide evidence to manage the impact of the scheme, safeguard Chyngton Field from future development, and avoid overspill and congestion in</i></li> </ul>

	<p><i>nearby streets, as well as safety hazards and loss of amenity</i></p> <ul style="list-style-type: none"> <li>• <i>Welcoming resident permits but the need for a permanent Traffic Regulation Order with an exemption tied to property addresses to make this legally binding</i></li> </ul>
<i>Resident D</i>	<p><i>Regarding agenda item 25 relating to South Hill Barn, made comments on:</i></p> <ul style="list-style-type: none"> <li>• <i>The data collection surveys: the location of the camera, the companies used to carry out the survey, and any input from East Sussex County Council</i></li> <li>• <i>The survey only looking at vehicles staying longer than 10 minutes, not those dropping off or parking elsewhere due to being at capacity</i></li> <li>• <i>The accuracy of the survey data and heat maps given the number of cars parking on the bridle way, coaches parking elsewhere, and the survey not taking into account pedestrians</i></li> <li>• <i>The growing danger to pedestrians due to congestion on the bridle way, inconsiderate parking and the speed of vehicles on the bridle way</i></li> <li>• <i>Contesting the survey finding that it is 'likely overflows occur infrequently', as the data would suggest otherwise</i></li> </ul>
<i>Resident E</i>	<p><i>Regarding agenda item 25 relating to South Hill Barn, raised concerns regarding the considerable pollution surveyed at the bottom of the bridle way and the need for public transport opportunities to be maximised</i></p>
<i>Resident F</i>	<p><i>Regarding agenda item 25 relating to South Hill Barn, made comments on:</i></p> <ul style="list-style-type: none"> <li>• <i>The increasing complexity of the area and how the Town Council can ensure coordination between all authorities involved to avoid a lasting and devastating impact on the area</i></li> </ul>

	<ul style="list-style-type: none"> <li>• <i>Whether any discussions had been had with the owner of Chyngton Field</i></li> <li>• <i>The risk of users getting irate due to not having had to pay for parking previously</i></li> <li>• <i>The Barn having been left to the people of Seaford as a philanthropic gesture and why the Town Council is seeking to remove the agricultural covenant</i></li> <li>• <i>The need for transparency with the Town Council's plans for the Barn, whether Historic England has been consulted, and how any plans will benefit the people of Seaford</i></li> <li>• <i>Giving due consideration to the fact that the Barn and Hope Gap Steps are not accessed by open roads</i></li> </ul>
<p><i>Resident G</i></p>	<p><i>Regarding agenda item 25 relating to South Hill Barn, made comments on:</i></p> <ul style="list-style-type: none"> <li>• <i>The overspill of parking onto nearby roads and the dangers of this</i></li> <li>• <i>The purpose of introducing pay &amp; display and whether this will resolve any problems or whether this will make matters worse</i></li> <li>• <i>Whether the income from pay &amp; display would be ringfenced for use onsite (at the Barn or Hope Gap Steps)</i></li> <li>• <i>Any evidence to show the need for developing the Barn instead of preserving its heritage</i></li> <li>• <i>Whether it is right to be investing in the car park with the uncertain legal matters relating to the bridle way</i></li> </ul>
<p><i>Resident H</i></p>	<p><i>Shared that Lewes District Council (LDC) is currently consulting on the Lewes Local Plan and which green spaces should be designated for protection to avoid being vulnerable for development. Confirmed that anyone can submit sites, along with evidence that it meets the criteria, to LDC by 28 February 2026. Confirmed that LDC has issued a list of 57 sites that could potentially meet the criteria. Expressed</i></p>

	<i>concerns around LDC's criteria going against national planning policy in terms of a minimum site size. Urged councillors to raise awareness within their wards and encourage individuals to submit sites. Offered to share the information gathered with councillors should this be helpful. Encouraged people to attend LDC's engagement event being held on 30 January 2026 at The Downs. Queried why allotments cannot be protected when this contradicts national guidance.</i>
<i>Resident I</i>	<i>Regarding agenda item 25 relating to South Hill Barn, highlighted that the bridle way is used to transport sheep throughout the year</i>
Town Council Response	Thanked residents for their participation. Confirmed that the Town Council would bring agenda item 25 forward on the agenda due to the level of interest in this item.

### **C95/01/25      Petitions**

There were no petitions presented at this meeting.

### **C96/01/25      South Hill Barn – Legal Advice and the Introduction of a Trial Pay and Display Scheme**

Full Council considered report 158/25 seeking Full Council's approval for officers to seek legal advice regarding South Hill Barn and its access road, and for officers to introduce a trial pay and display scheme at South Hill Car Park for the 2026 – 2027 financial year. Members discussed: the Site of Specific Scientific Interest (SSSI) being in decline, the exact location of the 'adjacent field' mentioned within the report that is currently used occasionally for filming and could provide a safer turning circle for coaches, the pay & display income covering the costs of the car park attendant, whether more than one attendant is required to carry out all required on site, whether coaches would be more inclined to drop off and park in a residential road than pay a premium parking charge, how pay & display supports and manages visitor numbers, the lack of mechanism to prevent coaches and the Town Council not having the power to stop coaches, the legal status of the bridle way and complications this brings, the need to listen to resident feedback, the Town Council needing to consider the message it is sending in relation to parking and coaches, the logistics of issuing resident permits, the future use of South Hill Barn still being researched and deliberated by a working group, ensuring that any actions are not

just shifting traffic and congestion into nearby residential areas, and preventative measures being considered as part of East Sussex County Council's parking review.

*(8.02pm – Councillor J Lord joined the meeting)*

Members discussed whether the agricultural covenant does have to be changed now, how to encourage local residents to walk rather than drive to the site, and despite being a one year trial, that constant monitoring would take place of the impact of the scheme.

- C96.1** It was **RESOLVED** to **NOTE** the contents of the report.
- C96.2** It was **RESOLVED** to **APPROVE** the expenditure of £1,000 to pay for legal advice in relation to the access road and South Hill Barn's agricultural covenant.
- C96.3** It was **RESOLVED** to **APPROVE** the expenditure of £10,000 to pay for the legal process to discharge or modify the agricultural covenant, should this be required.
- C96.4** It was **RESOLVED** to **AGREE** to the one-year trial of a pay and display scheme at the South Hill Barn car park.
- C96.5** It was **RESOLVED** to **APPROVE**, in principle, the expenditure to purchase two Pay and Display machines (Option A) as detailed in Report 158/25, subject to planning permission.
- C96.6** It was **PROPOSED** to **AGREE** the recruitment of a casual car park attendant(s); the **MOTION** was **CARRIED**.
- C96.7** It was **RESOLVED** to **NOTE** that officers will bring the review of the trial back to Full Council in early 2027, with recommendations as to the potential future of the trial scheme or otherwise.

*(8.26pm to 8.38pm - a short break was held, 15 members of the public exited the meeting)*

## **C97/01/25      Minutes**

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

97.1	Assets & Facilities	20 November 2025
97.2	Extraordinary Full Council	8 January 2026
97.3	Finance & General Purposes	18 December 2025
97.4	Full Council	23 October 2025
97.5	Golf, Open Spaces & Climate Action	27 November 2025
97.6	Personnel	9 October 2025
97.7	Planning & Highways	30 October 2025
		18 November 2025
		17 December 2025

### **C98/01/25 Mayor's Update Report**

Full Council considered report 145/25 presenting the Mayor's update report and details of engagements.

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

### **C99/01/25 Town Council Working Group Reports**

There were no working group reports.

The Town Clerk updated that the recently established Concessions Working Group only has two councillors signed up. The Clerk will be proposing to hold the group meetings in the evening and see if there is further interest to enable the Working Group to get underway.

### **C100/01/25 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 S Dubas, Friends of Bishopstone Station (FOBS)	Shared that this is a good way to directly interact with residents. FOBS recently introduced a dementia café and workshops. FOBS are receiving the King's Award for Voluntary Service. The Town Council extends its congratulations to the group.
Councillor S Markwell, Seaford Chamber of Commerce	Confirmed that the Chamber of Commerce has worked tremendously hard with Seaford Christmas Magic and this should be commended. Confirmed that the Chamber of Commerce and the Town Council are demonstrating excellent partnership working.

### **C101/01/25 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 Councillor</i></p>	<p><i>Confirmed that at a Lewes District Council (LDC) meeting in November, they raised a question in relation to the s106 monies from the Newlands Development. LDC confirmed that the money is being held in an indexed account accumulating interest. LDC and the Sussex Football Association are due to have a meeting imminently to discuss the prospect of spending the monies within the area of search, with a view to considering whether phase 3 of the cascade process can begin sooner than outlined. This is to be advised.</i></p>
<p><i>Councillor O Honeyman, Lewes District Councillor</i></p>	<p><i>Confirmed that LDC is consulting on the Lewes Local Plan and urged that it is really important that everyone joins in and takes part in consultation. Reminded of a public consultation event at the Downs Leisure Centre tomorrow evening.</i></p>
<p><i>Councillor S Adeniji, East Sussex County Councillor</i></p>	<p><i>Confirmed that there is a petition to East Sussex County Council (ESCC) regarding parking outside Chyngton School – trying to look at getting the school’s parking improved, possibly with a zebra crossing. Confirmed that they are awaiting a response to a question submitted to the Lead Member for Transport regarding the A259 and the junction with Marine Parade, following on from the study carried out two years ago.</i></p> <p><i>Shared that Cabinet met and agreed a 4.99% increase in council tax, including a 2% increase in adult social care.</i></p> <p><i>Confirmed that it has been announced that the ESCC elections have been delayed</i></p>

	<i>due to the ongoing Local Government Reorganisation proposals within Sussex.</i>
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### **C102/01/25 Town Clerk’s Update Report – January 2026**

Full Council considered report 163/25 updating Full Council on key Town Council work and progress towards the Strategy Programme 2025 – 2027.

The Town Clerk verbally updated on East Sussex County Council’s elections now being confirmed as delayed and welcomed feedback from councillors on the format of the update report.

The Mayor thanked Councillor L Stirton and son for their musical performance during the Christmas Magic lantern parade.

Members discussed: any need for improved parking signage at South Hill Barn, the street market survey due to be carried out and presented back to the Assets & Facilities Committee in July 2026, the Town Council now having enforcement powers with the new Grounds Maintenance Contract, officers liaising with Cycling Without Age with regards to their access to the cycle path at Cliff Gardens, the removal of completed items from the Clerk’s Update Report, the proposal to be brought to Full Council later in this year relating to councillor devices, and the accessibility considerations with regards to the formatting and layout of reports.

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

### **C103/01/25 Complaints, Freedom of Information Requests and Appeals Update Report – January 2026**

Full Council considered report 139/25 updating Full Council on complaints, Freedom of Information requests and appeals.

The Town Clerk verbally updated about one formal complaint having been received since the report was published, which will be included in the next update to Full Council.

The Town Council noticed the significant fall in complaints and this being a key performance indicator for the Town Council.

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

### **C104/01/25 Budget Proposal 2026 - 2027**

Full Council considered report 161/25 presenting the Budget and Precept proposal for 2026 – 2027.

Councillors complimented those involved in identifying the solution with the use of Reserves and Community Infrastructure Levy funding to reduce the impact on precept, and

for the discussion and contribution opportunities afforded to councillors throughout the process.

Members queried the level of earmarked reserve for elections and whether this would be sufficient to cover the cost of the Town Council's ordinary elections in 2027. The Town Clerk advised there is a watching brief on this matter because it very much depends on whether the election in 2027 will only be for the Town Council or whether we can share the election costs with another authority, all of which is currently uncertain.

**C104.1** It was **RESOLVED** to **NOTE** the contents of the report and associated attachments.

**C104.2** It was **RESOLVED** to **AGREE** the Budget proposal for 2026 – 2027.

**C104.3** It was **RESOLVED** to **AGREE** the precept request to Lewes District Council for 2026 – 2027 as £1,283,802.

### **C105/01/25      Proposal from Seaford Lifeguards for a New Lifeguard Station**

Full Council considered report 116/25 seeking a decision from Full Council on whether Seaford Lifeguards should be granted 'in-principle' permission to place two containers in the Esplanade Car park, subject to planning permission.

The Town Clerk responded to a councillor query that had been submitted in advance in relation to the cost of converting beach hut 60 for use by the Lifeguards in 2025 – a cost of £6,032 and a loss of rental income of £1,322.

Members discussed: concerns with the proposal in terms of reduced parking on the seafront, unsightly containers, the increased risk of climbing on the containers and adjacent beach huts, whether it would be possible to have statistics to be able to quantify the need and location of the Lifeguard base, the cost and logistics of running utilities to the containers, the use of the gravel strip to the west of Martello Tower also preventing motorhome parking, any possibility of having a base at the western end of the beach, the need to discuss this further with the Lifeguards and look at other options, and concerns regarding the potential for advertising boards on the containers / information boards.

Members queried: whether the former arrangement with a lifeguard patrolling the beach at the Martello would allow the base to remain from the boathouse, how the former cleaner's cupboard in the Martello Café & Toilet facility could have housed a rescue board, why there was now a need for the boathouse, the first floor of the rugby clubhouse and two containers, the improvement with the launch time of the power boat, whether permission would be needed from East Sussex County Council to place the containers within a car park, the difficulties experienced by the Lifeguards due to the turnover of volunteers, and

any proposals on Bönningstedt Promenade being subject to permission from the Environment Agency.

Full Council confirmed that it is not debating the need for Lifeguards but wants to find a suitable way to continue to support the provision of a lifeguard service in Seaford.

**C105.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C105.2** It was **PROPOSED** to **APPROVE** that Seaford Lifeguards be leased an area within Bönningstedt for one container for a period of seven years, subject to the container being cladded and no advertising boards being displayed; the **MOTION** was **NOT PASSED**.

**C105.3** It was **PROPOSED** to **APPROVE** that Seaford Lifeguards be leased an area within Esplanade Car Park or the gravel strip to the west of Martello Tower for one container for a period of seven years, subject to no advertising boards being displayed; the **MOTION** was **NOT PASSED**.

**C105.4** It was **PROPOSED** to **APPROVE** that Seaford Lifeguards be leased an area within Esplanade Car Park, as set out within the report, for a period of seven years; the **MOTION** was **NOT PASSED**.

**C105.5** It was **PROPOSED** to **REJECT** that Seaford Lifeguards be leased an area within Esplanade Car Park, as set out within the report, for a period of seven years **BUT** for the discussion to be referred to the Golf, Open Spaces & Climate Action Committee for further debate; the **MOTION** was **PASSED**.

*(9.59pm – it was **PROPOSED** to **SUSPEND** Standing Order 3q to allow the meeting to extend beyond three hours; the **MOTION** was **PASSED**)*

### **C106/01/25 Review of Crouch Bowling Club Hire Fees 2026 - 2027**

Full Council considered report 159/25 seeking Full Council's approval to the proposed change in hire fees paid by the Crouch Bowling Club for use of the Crouch Bowling Green. Members discussed: how to avoid precedent setting and whether there is the option of the Town Council contracting out the maintenance itself separate from the grounds maintenance contract, the proposal to have a memorandum of understanding in place governing the maintenance standards, the arrangements with the green hire fees from other hirers, and the Town Council retaining responsibility for the concrete gulleys and irrigation. Officers will have a separate discussion with the Bowls Club regarding the logistics of the green hire and bring a report back to the Golf, Open Spaces & Climate Action Committee on this.

**C106.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C106.2** It was **RESOLVED** to **APPROVE** the revised Crouch Bowling Club hire fees for the Crouch Bowling Green, due to the Club taking on their own fine turf maintenance responsibilities.

*(10.10pm to 10.20pm – a short break was held. Two members of the public and Councillor F Hoareau exited the meeting)*

### **C107/01/25 Exclusion of the 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 next item of business for the reasons as set out in the agenda.

### **C108/01/25 Hurdis House Options Appraisal & Recommendations - EXEMPT**

Full Council considered exempt report 156/25 providing Full Council with the options appraisal and subsequent recommendations in relation to Hurdis House, 10 Broad Street.

**C108.1** It was **RESOLVED** to **NOTE** the contents of the report and the options appraisal for Hurdis House.

**C108.2** It was **RESOLVED** to **AGREE** to dispose of Hurdis House, 10 Broad Street, by way of sale without planning permission on the open market.

**C108.3** It was **RESOLVED** to **DELEGATE** to the Strategic Management Team to agree the sale of Hurdis House, as per section 6 of exempt report.

*(10.40pm – it was **PROPOSED** that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public **BE READMITTED** to the meeting; the **MOTION** was **PASSED**. Councillors S Adeniji, S Dubas and R Honeyman exited the meeting)*

### **C109/01/25 Adoption of the Interim Climate Action Plan January 2026 to August 2026**

Full Council considered report 157/25 seeking Full Council's adoption of the Interim Climate Action Plan, as recommended by the Golf, Open spaces and Climate Action Committee.

**C109.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C109.2** It was **RESOLVED** to **ADOPT** the Interim Climate Action Plan for the period January 2026 to August 2026, as recommended by Golf, Open Spaces & Climate Action Committee.

### **C110/01/25 Interim Internal Audit Report for 2025 - 2026**

Full Council considered report 153/25 presenting the Interim Internal Audit Report from Parish and Town Auditing Services for 2025 – 2026.

Members welcomed the inclusion of the assertions within the internal auditor's report and commended officers on their work to enable these assertions to be made.

**C110.1** It was **RESOLVED** to **NOTE** the findings and recommendations of the Internal Auditor's report.

**C110.2** It was **RESOLVED** to **NOTE** the actions taken by officers.

### **C111/01/25 Continuation of the Committee Structure Trial**

Full Council considered report 151/25 seeking Full Council's approval to extend the trial of the Town Council's committee structure to include the 2026 – 2027 Municipal Year.

Members queried the status of the Appeals Committee and which committee would have oversight of strategic tourism.

**C111.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C111.2** It was **RESOLVED** to **AGREE** to extend the trial of the revised committee structure by a further year, including the 2026 – 2027 Municipal Year.

### **C112/01/25 2026 – 2027 Proposed Meeting Timetable**

Full Council considered report 152/25 presenting the proposed meeting timetable for the 2026 – 2027 Municipal Year for approval.

The Town Clerk verbally updated that the 2026 Annual Meeting is now proposed as being held on Thursday 7 May 2026 due to the cancelled County Council elections.

It was **RESOLVED** to **APPROVE** the 2026 – 2027 Meeting Timetable.

### **C113/01/25 Approval of Absence – Councillor L Wallraven**

The Chair confirmed that this item of business did not need to be considered, as Councillor L Wallraven was in attendance at the meeting. Full Council welcomed Councillor L Wallraven back from an extended period of sickness absence.

The meeting adjourned at 10.54pm – the remaining items of business will be deferred to the next Full Council meeting.

*Councillor M Wearmouth*

Councillor M Wearmouth

Mayor of Seaford