



Seaford Town Council

Agenda

Golf, Open Spaces & Climate Action Committee Meeting

Thursday 10 September 2026

To the Members of the Golf, Open Spaces & Climate Action Committee, you are summoned to attend a meeting as follows:

Meeting Date	Thursday 10 September 2026
Meeting Time	7.00pm
Meeting Venue	Council Chambers, 37 Church Street, Seaford, BN25 1HG
Members	Councillors J Meek (Chair), R Buchanan (Vice Chair), C Bristow, S Dubas, S Dunn, G Rutland, I Taylor, L Wallraven, and M Wearmouth

Steve Quayle, Town Clerk
25 August 2026

PLEASE NOTE:

- For members of the public that have registered to attend the meeting, please see the end of the agenda for further details of public access and participation
- Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space
- Public arrival time is between 6.45pm – 6.55pm, after which the front door will be locked and public will not be able to gain access to the meeting
- The meeting will be recorded and uploaded to the Town Council's YouTube channel shortly after the meeting

For further information about items on this Agenda please contact:

Email: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Postal Address: Seaford Town Council, 37 Church Street, Seaford, BN25 1HG

AGENDA

1. Apologies for Absence

To receive details of any apologies for absence.

In accordance with Section 85(1) of the Local Government Act 1972, to approve or not the reasons for absence.

Please see the Information for Councillors at the end of this agenda for supporting information on this.

2. Disclosure of Interests

To receive any disclosure by councillors of interests that they are aware of in relation to matters on the agenda, whether registered or not, and confirmation of any procedural steps they will take because of this.

Councillors arriving late in the meeting will be asked to confirm if they have any interests to disclose at the point that they arrive.

Please see the Information for Councillors at the end of this agenda for supporting information on this.

3. Public Participation

To deal with any questions, or brief representations, from members of the public physically in the meeting room, in accordance with relevant legislation and Town Council Policy.

4. [Golf Course Update Report – September 2026](#)

To consider report 69/26 updating the Committee on progress and actions relating to the Town Council-owned Seaford Head Golf Course (pages 6 to 11).

5. [Open Spaces & Climate Action Update Report – September 2026](#)

To consider report 70/26 updating on progress and actions relating to the Town Council's open spaces and climate actions (pages 12 to 19).

6. [Seaford Head Local Nature Reserve Update Report – September 2026](#)

To consider report 73/26 update the Committee on work being undertaken at Seaford Head Local Nature Reserve (pages 20 to 22).

7. [Golf, Open Spaces & Climate Action Finance Report for the period of 1 April to 31 July 2026](#)

To consider report 74/26 presenting details of the income and expenditure position for this Committee for the period 1 April to 31 July 2026 (pages 23 to 35).

8. [Update on the Golf Course 17th Green and 18th Tee Project](#)

To consider report 75/26 updating the Committee on the progress made and next steps of the redevelopment of the 17th green and 18th tee (pages 36 to 37).

9. Crouch Bowling Club Request – Replacement Fence

To consider report 76/26 presenting proposals received from the Crouch Bowling Club for determination by this Committee (pages 38 to 44).

10. Review of the Climate Emergency Policy

To consider report 77/26 facilitating the review of the proposed Climate Emergency Policy and recommendation of this to Full Council for adoption (pages 45 to 50).

11. Exclusion of the Press & Public

The Chair will move 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 below.

The resolutions of the items will be recorded publicly in the minutes of this meeting.

The Proper Officer considers that discussion of the following items is likely to disclose exempt information as defined in the Local Government Act 1972 and Data Protection legislation and may therefore need to take place in private session. The exempt information reasons are shown alongside each item below.

Furthermore, in relation to paragraph 10 of Schedule 12A, it is considered that the public interest in maintaining exemption outweighs the public interest in disclosing the information.

12. Grounds Maintenance Contract – Lots 2 & 3 EXEMPT

To consider exempt report 91/26 seeking the Committee's approval to trial the East Sussex County Council's Urban Grass Verge Cutting offer for 2027 (Lot 2), followed by a review in autumn 2027. In addition, to inform the Committee of officers' actions related to Lot 3 (Seaford in Bloom) (exempt pages).

Reason for exemption: to consider commercially sensitive arrangements relating to the financial and business affairs of the Town Council's service provision.

Explanation of reason: under the Freedom of Information Act 2000 s43(1), disclosure of this report would likely prejudice the commercial interests or activities of any party.

- Agenda End -

INFORMATION – MEMBERS OF THE PUBLIC

Public Access:

Members of the public looking to access this meeting will be able to do so by:

1. Attending the meeting in person.

Due to health and safety restrictions, the number of public in attendance will be limited. The Town Council therefore asks that you contact meetings@seafordtowncouncil.gov.uk or 01323 894 870 to register your interest in attending at least 24 hours before the meeting.

Spaces will be assigned on a first come, first served basis.

Please note that if you don't register and just attempt to turn up at the meeting, this could result in you not being able to attend if there is no space.

OR

2. Watching the recording of the meeting on the [Town Council's YouTube channel](#) , which will be uploaded after the meeting has taken place.

Public Access to the Venue:

If you are attending the meeting in person, please arrive between 6.45 – 6.55pm where you will be shown into the meeting for a 7.00pm start. Please note that the front door of the building will be locked at 6.55pm and remain locked during the meeting for security reasons. As such, if you arrive after this time, you will not be able to access the meeting.

When members of the public are looking to leave, they must be escorted out of the building by a Town Council officer. There is also a signposted back door which can be exited through if required. Entrance through the rear fire escape of the building will not be allowed.

There is a lift for those requiring it to access the first floor. Please note that motorised scooters cannot be brought into the lift. Electric and other wheelchairs can be accommodated but there is a maximum weight limit of 400kg.

Public Participation:

Public participation must take place in person during the designated agenda item. Members of the public may make a verbal statement relevant to an agenda item, for up to four minutes, when invited by the Chair. Speakers do not have to give their name and will be guided by the Chair on when to speak. Statements are recorded in summary form in the minutes of the meeting (without personal details) and public participation will normally last no more than 20 minutes, with the Chair having overall discretion.

Further guidance on public participation is available to view on the [Town Council's website](#).

Public Comments:

Members of the public looking to submit comments on any item of business on the agenda can do so in writing ahead of the meeting and this will be circulated to all councillors. Comments can be submitted by email to meetings@seafordtowncouncil.gov.uk or by post to the Town Council offices.

INFORMATION – COUNCILLORS

Councillor Questions:

If councillors have any questions on the reports and you think that officers may require time to prepare a response, please send these through in writing via email at least 48 hours prior to the meeting. A verbal response will be given when the officer is introducing the item in the meeting.

Councillor Apologies for Absence:

Section 85 of the Local Government Act requires that councillors must attend meetings regularly and that failure to attend any meetings for six consecutive months without an approved reason may lead to disqualification. Apologies must be submitted directly to an officer in advance, include a reason, and be formally approved by the meeting to be recorded. Absences without a reason cannot be approved.

Councillor Interests:

Please see the [Town Councillor Interests Guide](#) for information about what interests councillors must declare, when those interests become a problem for decision making, and what councillors must do if they have them.



Seaford Town Council

Report Number:	69/26
Agenda Item Number:	4
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Golf Course Update Report – September 2026
Strategy Programme Ref:	1.4
Purpose of Report:	To update the Committee on progress and actions relating to the Town Council-owned Seaford Head Golf Course
Contact Officer:	Peter Cousin, Head of Place Authored by: Simon Lambert, Golf Course Manager, and Fraser Morley, Golf Professional
Supporting Documents:	N/A

Officer Recommendations

1. To note the contents of the report.

1. Introduction

- 1.1** Presented below is the Seaford Head Golf Course update, incorporating the areas of responsibility detailed in the Committee's Terms of Reference, in alphabetical order.
- 1.2** All updates are for noting, but any questions or comments from the Committee are welcomed.

2. Golf Course Manager's Update

2.1 Overview

- (a)** The overall picture of summer has been of a drought. The course has been affected by this and has become very dry and golden brown. The golfers have still been playing and enjoying the different challenges this brings. The greenkeeping team have been working hard to continue to offer a great course to play, although not as usually experienced.

- (b) The hot dry weather led to officers, along with many other golf courses, banning smoking to reduce the risk of fire. Officers have also placed temporary signs prohibiting smoking and barbeques on site on the access areas and footpath signs for the public to see.
- (c) The course is not affected by the current hosepipe ban coming into place, as at present only domestic use is banned. With the course's modern computer-controlled system, the irrigation comes on in the night programmed to take into account wind direction and current water loss through evapotranspiration. Officers also use hoses from the system to water areas that are not efficiently covered by the irrigation system and would present too much watering of no target areas.
- (d) Officers have taken additional measures including: less water on tees; products are used to retain water in the soil profile; heights of cut raised to protect and reduce water loss through evaporation; regular checks of the sprinklers and nozzles to ensure correct and efficient operation, and; hand watering to target specific areas and reduce waste.
- (e) The summer program is little and often and consists of stress management for turf and soil health. The program is working well, and the greens are coping with the summer heat. Officers apply products to help manage the water in the soil and also beneficial bacteria and fungi to maintain a balanced soil profile.
- (f) The hot dry conditions and dry hard soils have seen an increase in grub activity on the irrigated areas of turf, greens and tees. This leads to damage being caused by crows and badgers stripping the turf to find food. Officers repair these areas through turfing, seeding and top dressing - this is ongoing and takes a large amount of the teams' time. Other areas which show signs of stress from high traffic and use will have work done on them, such as aeration, over seeding and top dressing, as required.
- (g) The water recycling wash pad was completed in May and is working well. The pad provides the course with a self-contained area to wash off machinery and equipment while recycling all water used and collecting, separating and composting the clippings and organic matter collected.

2.2 Course Maintenance

- (a)** As summer progresses, the ground dries and mowing reduces. This gives officers time to catch up with smaller tidying up jobs, hedge cutting, clearing of paths and weeds, and other strimming and cleaning. Officers are also tasking a lot of time to hand water areas of stress. The irrigation system is good but to be efficient during windy conditions it is best to target specific areas to prevent any overwatering or waste. This is working well to keep the greens and tees healthy.
- (b)** The course begun to show signs of wear in the hot dry conditions. Walkways and paths are becoming thin. Officers have introduced white lines and stakes to spread the golf traffic. This is something usually done in winter for waterlogged areas but is also working well now.
- (c)** Officers have begun some projects such as increasing the size and levels of tees and topping up paths with shell. This work gives a head start to the winter due to reduced cutting as the course is dry.

2.3 Irrigation

- (a)** The irrigation system has been working hard but well. The borehole was not able to keep up with the daily demand during heatwaves and, as such, mains top up was used during these periods. This was monitored regularly to ensure minimum mains water was used.
- (b)** Officers have updated a number of sprinkler heads to a new design. These have a more even application, greater range and can also take low trajectory nozzles allowing water to be kept lower and out of the wind. They have proven to work well and as the remaining old heads need replacing, these will be replaced with the new design.
- (c)** South East Water has been taking water samples throughout the summer of the borehole free of charge and providing results as they can also use the information collected to build a better picture of the ground water in the area.

2.4 Staff

- (a)** Officers have begun the appraisal process for all the team. This will help to identify the positives and negatives, any training requirements within the team, and help form a plan to manage any findings.

2.5 Machinery

- (a)** The machinery has been working well so far. The hot dry summer has reduced mowing needs and therefore saved on fuel usage.
- (b)** As part of the machinery replacement program, the following machinery has been replaced: the greens mower, Greentech units (including rollers, verti cutters and aeration equipment), and a new John Deere Tractor. All are working well at the time of writing after snagging issues with the greens mower that were rectified quickly by the supplier.
- (c)** As autumn approaches, officers will identify the next equipment requiring replacement and will begin looking into costs to form part of the budget setting program for the 2027 - 2028 financial year.
- (d)** The condition of the course's modern machinery is an investment that enables the relatively small greenkeeping team to work efficiently and effectively to produce a quality and competitive product. This must be kept up to date and in good condition to ensure it is safe, efficient and trustworthy.

3. Golf Professional's Update

3.1 Course Conditions and Income

- (a)** The extremely long hot summer so far has been unprecedented in its lack of rain and also overall course usage. The relentless custom has taken its toll on some parts of the course in terms of wear and tear. The greens however have been excellent and although suffered in places with animal damage, the players have been extremely complimentary of the condition.
- (b)** Feedback from all golfers has been excellent. Although there have been a few issues with slow play and that is down to volume of people and the ball running further than normal. The Pro Shop staff have managed the times accordingly and seem to be reducing this issue on very busy days.

3.2 Membership Figures

- (a)** Membership figures have been very steady (see table overleaf). The paying membership numbers are just over last year, making a 10% over budget income surplus. This includes a turnover of 61 new members and 61 loss of members. Juniors have seen an increase of two members, to 65 members.

Membership Type	2025	2026
7 Day	103	106
Senior	123	125
5 Day	6	6
Intermediate 2	32	30
Intermediate 1	10	13
Youth	16	12
Junior	63	65
Totals	353	357

- (b) The balance between members, visitors and societies is very much working to balance the income.

3.3 Societies

- (a) Societies have been very popular and showing a forecast of being £9,000 over budget if we last year's income is matched during the rest of this year.

3.4 Visitor Green Fees

- (a) Green fees have been very popular this year. Showing a forecast of being over budget by £29,500 up on weekend green fees and £19,000 up on weekday green fees income, if last year's income is matched during the rest of this year.

3.5 Buggies

- (a) Buggies are forecasting being £6,500 over income budget this year if the weather remains good or equal to last year.
- (b) The downside to the popularity of buggies is the wear on the course. With the course not originally being designed for buggies, the Pro Shop and Greenkeeping teams are working together to keep a measure of usage over cost of repair. An increase in number of buggies would not be ideal.

- 3.6** In summary, it has been a very positive year so far and should continue with similar weather to last year.

4. Other Items

- 4.1** With the good spell of weather, there have been a few issues with walkers on the course. They continue to not stick to the designated pathways, which increases the risk of someone sustaining an injury. This is an ongoing challenge that officers continue to monitor and problem solve.

- 4.2** The 3rd Sussex Professional Golfers Union (SPGU) event is being held on the 28 August with a great field of professionals from around the county pairing with an amateur for the event. Last year saw a lot of these golfers returning as green fee payers after enjoying the course.

5. Financial Appraisal

- 5.1** The water usage required has led to the use of mains water top up during heatwave periods. Despite the course not usually requiring mains water, a budget is allocated should this be needed.



Seaford Town Council

Report Number:	70/26
Agenda Item Number:	5
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Open Spaces & Climate Action Update Report - September 2026
Strategy Programme Ref:	2.2, 2.4, 3.4, 6.1, 6.3, 6.4
Purpose of Report:	To update on progress and actions relating to the Town Council's open spaces and climate actions
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	N/A

Officer Recommendations

1. To note the contents of the report.

1. Introduction

- 1.1 Presented below is the Open Spaces & Climate Actions update, incorporating the areas of responsibility detailed in the Committee's Terms of Reference, in alphabetical order. Please note that this does not include updates relating to Seaford Head Golf Course or Seaford Head Local Nature Reserve, which appear elsewhere on this agenda.
- 1.2 Officers will continue to ensure the Committee receives an update across its areas of responsibility.
- 1.3 All updates are for noting, but any questions or comments from the Committee are welcomed.

2. Allotments

- 2.1 The Committee Secretary has submitted the annual accounts for the Seaford Allotments to the Finance Manager, and has invited the Town Clerk and Head of Place for a tour of the allotments. It has been agreed this will

be deferred until after there has been some meaningful rain to get a truer sense of the asset.

3. Blatchington Pond

- 3.1** Following the recent dry weather, Blatchington Pond has experienced a significant drop in water levels. This has resulted in reduced oxygen levels within the pond, causing the fish to become distressed and struggle.
- 3.2** An inspection of the pond was undertaken by a local contractor. Among the recommendations received were to reduce the amount of silt within the pond, remove the invasive carp, significantly reduce the amount of reeds, and relocate the water lilies towards the centre of the pond.
- 3.3** Following the contractor's recommendations, all of the fish have now been removed and successfully rehomed, and work to remove silt from the pond has commenced.
- 3.4** The East Blatchington Pond Conservation Society has been consulted throughout the process and will be undertaking the reduction of the reeds and the relocation of the water lilies.
- 3.5** The works currently being undertaken are intended to improve the pond's resilience and help it cope better with similar periods of hot, dry weather in future years.
- 3.6** Officers would like to thank the East Blatchington Pond Conservation Society for their efforts and continued support throughout this process.
- 3.7** The safety posts between the road and the pond green spaces are currently being replaced. This follows the deterioration and rotting of a number of the older posts, which have been removed from use for safety reasons.

4. Grounds Maintenance Contract (including Grass Verges and Annual Bedding / Seaford in Bloom):

- 4.1** It has become clear that parts of Lot 2 (Urban Grass Verges) and Lot 3 (Seaford in Bloom) are not being delivered in accordance with the contract specification. Officers have met with the contractor and there have been developments immediately prior to this agenda being issued. As a result, a separate paper appears elsewhere on this meeting with officer's proposals for the future delivery of these contracts.

5. High & Over

- 5.1** No update for this meeting.

6. Martello Fields (including pump field and Cliff Gardens):

6.1 Cliff Gardens:

- (a)** All seven planters, paths and buoys have been installed, with the planters being filled with soil and plants.
- (b)** The final phase involves installing interpretation boards, road signage and other highway alterations required for the road safety audit.
- (c)** This work is expected to be completed by the end of August, enabling the garden to open to the public.
- (d)** Officers continue to meet weekly onsite with the South Downs National Park Authority, Seaford Community Partnership, and contractors, to coordinate and progress the works.
- (e)** Seaford Community Partnership has obtained an exemption to the current hosepipe ban directly from South East Water, which has been shown to officers. Following a complaint from a resident about their use of hosepipes to water the new garden, it was felt important to detail this in this report to prevent further complaints from residents and/or councillors.

7. Seaford Head Estate (including National Nature Reserve, South Hill Barn, Southdown Corner, South Hill farmland and Hope Gap Steps):

7.1 Cliff Safety:

- (a)** All weather-beaten signage has now been replaced. Areas requiring additional spikes and rope have also been identified, with the necessary works scheduled to commence at the beginning of September.

7.2 Seven Sisters National Nature Reserve:

- (a)** Following the launch of the National Nature Reserve (NNR) in March 2026, the Operational Delivery Group has continued to meet on a monthly basis to progress the delivery arrangements and establish a coordinated approach to the management and development of the NNR.
- (b)** Task and finish groups have been established to progress specific areas of work and support the ongoing delivery of the NNR. These include:
 - i. Land Managers Group – Working with partners and affiliates within the NNR to explore opportunities for collaboration and coordinated approaches to land management and other priority areas.

- ii. Evidence and Monitoring Group – Exploring opportunities to work with local university students to support their studies while generating useful data and evidence to inform the ongoing management and monitoring of the NNR.
 - iii. Communications and Engagement Group – Looking to re-establish the Communications Group, which played an important role during the NNR declaration process. The group will support ongoing NNR communications, coordinate messaging and contribute to the wider promotion and awareness of the NNR.
- (c) The next Operational Delivery Group meeting will also include representatives from the Steering Group from each of the NNR partners. The meeting will provide an opportunity to discuss and review the NNR Management Framework and consider the next steps for its implementation.
- (d) A separate update with information provided from Sussex Wildlife Trust appears elsewhere on this agenda.

7.3 Hope Gap Steps:

- (a) Officers continue to monitor the site and implement appropriate measures to restrict access, ensuring public safety as far as is reasonably practicable.
- (b) Following the motion passed at the Full Council meeting on 23 April 2026, officers have appointed a consulting engineer who is now in the process of developing design proposals for the replacement of the existing steps. It is anticipated that the design will be developed in early autumn.
- (c) These designs will then be provided to a quantity surveyor to prepare a high-level cost estimate for the proposed works. The costed proposals will be brought back to Full Council for consideration in due course.

7.4 Cycle Racks – South Hill Barn:

- (a) Following approval of the budget by Full Council on 29 January 2026, including the allocation of £3,000 of Community Infrastructure Levy funding, officers undertook initial work to identify suitable cycle rack options.
- (b) Following further discussions at the previous meeting of this Committee, it is considered that the existing metal rings on the outside of the courtyard wall at South Hill Barn provide adequate provision for cyclists.

- (c) Officers will therefore explore whether the funding, which has been identified through external sources, can be redirected to support cycle parking or other suitable initiatives elsewhere within Seaford.

7.5 Chalk Path Restoration

- (a) Works have commenced to restore the chalk path down to the Coastguard Cottages. Officers can give a further verbal update at the meeting as to how the works are progressing.

8. Seafront (not assets like beach huts or concession units):

8.1 Bönningstedt Promenade:

- (a) Following investigations by officers and discussions with contractors and the Environment Agency, repair works to the promenade are scheduled to be undertaken in September, ahead of the Environment Agency's autumn shingle recycling programme.

9. The Crouch (including all onsite facilities and properties):

9.1 Football Pitch:

- (a) Officers have obtained three quotes for the replacement barrier around the football pitch at The Crouch. As per the resolution from Full Council on 30 June 2026, officers are working to obtain external funding to meet some of the costs of the replacement barrier; once funding is secured the fence will be replaced.

9.2 Bowling Club:

- (a) The Bowling Club has submitted a proposal that appears elsewhere on this agenda in relation to replacement fencing around the bowling green.

10. The Salts (including all onsite facilities and properties):

10.1 Salts Playground:

- (a) In light of the proposed Salts redevelopment within the Strategy Programme, officers are reviewing the wider site layout and any related redevelopment proposals following consultation on the area. This review will take place before progressing with a full replacement of the playground fencing, to avoid carrying out any unnecessary works.

10.2 Cycle Racks – The Salts:

- (a) The cycle rack has now been installed at The Salts of the main entrance to the playground by the café.

10.3 Japanese Knotweed:

- (a)** The next contractor visit is scheduled for the autumn. The spring inspection confirmed that the ongoing control measures are proving effective, with the treatment programme continuing to manage the Japanese knotweed.

11. Signage:

- 11.1** Officers have designed and commissioned instructional and safety signage for placement around South Hill Barn Car Park. The signage has been designed in line with the Council's current branding style and is consistent with signage used across other Seaford open space areas.

12. Trees (including Trees for Seaford):

- 12.1** Several trees around Blatchington Pond carry Tree Preservation Orders (TPOs) so officers have obtained the relevant permissions to carry out the required cutting back work, to be completed in August 2026.

13. Other Open Spaces as per the Town Council's Fixed Asset Register:

- 13.1** No updates for this meeting.

14. Oversight of Town Council's Climate Action Workstreams and Performance

- 14.1** A scope of works has been sent to four organisations to request proposals for the Town Council Energy Audit. The deadline for submissions is 23 August 2026. Officers will provide a verbal update at the meeting with the proposals received.
- 14.2** Following completion of the Energy Audit the Working Group will be reconvened to discuss the recommendations and will then recommend an update to the Climate Action Plan.
- 14.3** The proposed Climate Emergency Policy features elsewhere on this agenda.

15. Open Spaces & Climate Action – Strategy Programme Update

- 15.1** The Committee will be aware there are six strategies detailed within the Strategy Programme 2025 – 2027 that relate to open spaces and climate action that this Committee has oversight of. Whilst the formal RAG ratings

are evaluated at each quarterly Full Council meeting, officers provide the Committee with an update on the specific strategies and goals as part of this update.

15.2 The Town Council's Strategy Programme 2025 – 2027 is available to view on the [Town Council's website](#).

(a) Strategy 2.2 – The Salts Improvement Plan:

- i. Goal A - Officers have identified stakeholders and undertaken initial conversations.
- ii. Officers have also undertaken initial conversations with architects to ensure that the appropriate information can be provided in order to obtain quotes.
- iii. Officers have been advised that to secure future funding, additional public engagement will be required in the early stages, officers are therefore beginning this process.

(b) Strategy 2.4 – Parking Solutions:

- i. Goal A – No update at this time
- ii. Goal B – The car park pay and display machines have been in place for a little over two months. Income is currently performing as expected.. Although compliance appears to be good for cars, compliance is believed to be low for coaches and minibuses, and officers are addressing this imbalance.
- iii. Goal B - The Town Council currently employs four Car Park Attendants. Overall feedback has been positive. On most occasions the car park attendants have been able to prevent parking along the side of the access road (with one day being the exception) and have enabled coaches to turn around safely away from the main car park.
- iv. Goal C – Officers continue to chase East Sussex Highways to obtain a licence to place bollards on the gravel strip. Three quotes have been received to carry out the work and once both required licences are granted, a start date will be confirmed with the chosen contractor.

(c) Strategy 3.4 – see section 4 above (*Grounds Maintenance Contract*)

(d) Strategy 6.1 – see section 13 above (*Oversight of Town Council's Climate Action Workstreams and Performance*)

(e) Strategy 6.3 – Chalk Paths, Seaford Head Estate:

- i. Goal A – Works have now been completed
 - ii. Goal B – Officers have approached East Sussex County Council and South Downs National Park Authority and both are in agreement that work is required to the path and are working with officers to confirm specifications.
 - iii. Goal C – No update for this meeting.
- (f) Strategy 6.4 – Cliff Gardens:
- i. Goal A – Completed.
 - ii. Goal B - Work is scheduled to be completed by the end of August 2026.
 - iii. Goal C – Officers are continuing to progress this, with the Management & Maintenance Agreement due for review and approval by Full Council in October 2026.

16. Financial Appraisal

16.1 There are no direct financial implications as a result of this report.



Seaford Town Council

Report Number:	73/26
Agenda Item Number:	6
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Seaford Head Local Nature Reserve Update Report – September 2026
Strategy Programme Ref:	6.1b & Climate Action Plan Strategy 2
Purpose of Report:	To update the Committee on work being undertaken at Seaford Head Local Nature Reserve
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	N/A

Officer Recommendations

1. To note the contents of the report.

1. Introduction

- 1.1** This report provides an update on the works and management carried out at Seaford Head **Local** Nature Reserve (the Nature Reserve) between 26 May and 26 July 2026. The majority this report has been provided by Sussex Wildlife Trust (SWT) who manage the site on behalf of the Town Council.

2. Update

From Town Council Officers:

- 2.1** Following the Full Council meeting on 23 April 2026, Town Council officers are working closely with Natural England (NE) and Sussex Wildlife Trust to finalise the Countryside Stewardship Higher Tier agreement. This has involved finalising the mapping and agreeing the detail of the capital works and the subsidies that will form the basis of the agreement. A verbal update on progress will be provided at the meeting.

From SWT:

- 2.2** SWT's focus has been on survey work, patrols, communications, and preparing Countryside Stewardship (CS) maps and specifications.
- 2.3** The five British Albion cattle are currently grazing on the east side of the reserve with the Town Council's tenant farmer. They have attracted significant local interest, including an article in the local newspaper.
- 2.4** The Seaford Head monthly Thursday volunteers have contributed 65 hours of volunteer time over six days, overseen by SWT Rangers. During this time, volunteers have undertaken the following activities:
- (a) Raking off previously cut material in the Green-winged Orchid area
 - (b) Public Rights of Way (PROW) clearance
 - (c) Raking off previously cut material in the Cuckmere View compartment
 - (d) Clearing back vegetation encroaching on the turning circle by the car park
 - (e) Cotoneaster removal
- 2.5** In addition to the above, eight further days SWT staff time has been spent onsite to undertake the following:
- (a) Oversee and advise on several student projects including measuring effect of cattle grazing on plant species diversity
 - (b) Countryside Stewardship discussions and digitisation of maps.
 - (c) Liaison meetings have taken place between STC officers and NE to finalise tender documents, which will be issued at the end of August for contractors to complete, in support of the capital bids process.
 - (d) Administration and coordination of rangers, volunteers, contractors, graziers, and general enquiries.
 - (e) Attendance for the strategy, delivery and monitoring group meetings for the National Nature Reserve.
 - (f) Rangers coordinating volunteer tasks, checking cattle grazing, removing beach rubbish, and carrying out patrols.
- 2.6** Further badger vaccinations will continue throughout the remainder of the 2026 - 2027 financial year.
- 2.7** Contractors have started to be contacted to discuss autumn mowing on the eastern side of the reserve, focusing on bramble-dominated grasslands, flail work on the turning circle, and scrub ride cutting near the golf course.

- 2.8** In August, SWT will begin preparing all fencing for sheep grazing on the western side of the reserve from September, weather permitting, as there is no water supply in this area.

3. Financial Appraisal

- 3.1** There are no direct financial implications as a result of this report.



Seaford Town Council

Report Number:	74/26
Agenda Item Number:	7
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Golf, Open Spaces & Climate Action Income and Expenditure Report for the period of 1 April to 31 July 2026
Strategy Programme Ref:	N/A
Purpose of Report:	To present details of the income and expenditure position for this Committee for the period 1 April to 31 July 2026
Contact Officer:	Darryl Keech, Deputy Town Clerk & Responsible Financial Officer Authored by: Lucy Clark, Finance Manager
Supporting Documents:	Appendix A – Income & Expenditure Figures 1 April to 31 July 2026 Appendix B – Significant Financial Variance Details

Officer Recommendations

1. To note the contents of the report.

1. Income & Expenditure Information

- 1.1 Attached at **Appendix A** is the detailed income and expenditure report for the period of 1 April to 31 July 2026 for this Committee, compared against the approved annual budget.
- 1.2 Details of the significant variances are attached at **Appendix B**.
- 1.3 Income currently stands at £602,274 representing 78.5% of the annual income budget. This is primarily due to the Golf Course, with income of £481,976 (71.5% of its annual budget), and the Seaford Head Estate

income which currently stands at £87,071 against an annual budget of £30,600 (284.5%).

- 1.4** The Golf Course season ticket income has already exceeded the annual budget, with £236,509 received against a budget of £215,151 (109.9%). Green fees and societies income are also ahead with weekday green fees at 53.2%, weekend/bank holiday green fees at 50.2% and societies at 53.3% of their respective annual budgets.
- 1.5** The filming bookings within the Seaford Head Estate have exceeded expectations generating an income of £68,050 against a budget of £20,000. In addition, the new parking scheme has contributed £13,804 of income with no income budget being set.
- 1.6** Martello Fields income currently stands at £7,824 against an annual budget of £3,150 (248.4%). This includes £1,200 of unbudgeted filming income, together with rental income of £6,624 against a budget of £3,150.
- 1.7** Other Open Spaces income currently stands a little low at £965 against an annual budget of £14,003 (6.9%). This is primarily due to the £13,913 contribution from East Sussex County Council towards grass cutting, which has not yet been received, but is expected within the coming months.
- 1.8** Expenditure currently stands at £399,322 representing 44% of the annual expenditure budget. The most significant variances arise within the Golf Course, Seaford Head Estate and the GOSCA Projects Pool, with expenditure at Martello Fields and the Seafront also higher than might be expected at this stage of the financial year.
- 1.9** Within the Golf Course cost centre, expenditure currently stands at £254,902, representing 42.7% of the annual budget. The larger areas currently progressing ahead of expectations at this stage of the financial year include general maintenance at £27,492 (57.4%), vehicle and equipment maintenance at £11,835 (52.7%) and vehicle and equipment leases at £50,394 (55.2%). A number of smaller headings have also exceeded their annual budgets, including cleaning and hygiene, fire and security and website costs.
- 1.10** Seaford Head Estate expenditure currently stands at £46,194 against an annual budget of £39,271 (117.6%). This is primarily due to the Nature Reserve expenditure of £23,065, which is invoiced upfront, filming

expenses of £11,050 against a budget of £4,000 and expenditure of £10,282 relating to the establishing and running the new South Hill Barn parking scheme, for which no expenditure budget was set. However, the filming and parking expenditure is more than offset by the significant additional income received from these activities.

- 1.11** Martello Fields expenditure currently stands at £8,355 against an annual budget of £18,459 (45.3%). This is primarily due to general maintenance expenditure of £3,341 against an annual budget of £1,038, resulting in an overspend of £2,303 on this budget heading.
- 1.12** Seafront expenditure currently stands at £5,299 against an annual budget of £10,801 (49.1%). The main area of expenditure is general maintenance, which currently stands at £4,236 against an annual budget of £7,000 (60.5%).
- 1.13** The GOSCA Projects Pool shows expenditure of £26,611 against an annual revenue budget of £540; however, the majority of this expenditure relates to projects where funding from reserves had already been agreed as part of the 2026 - 2027 budget and therefore does not represent an overspend. Of this, £25,615 relates to the Golf Course Washdown System. As agreed as part of the 2026 - 2027 budget setting process, £25,000 of this project was to be funded from reserves and was transferred to a specific Earmarked Reserve at the start of the financial year. The additional expenditure of £615 has been met from the General Reserve. Expenditure of £375 for the Bönningstedt Promenade Ground Works and £171 for the Salts Cycle Racks was also agreed to be funded from the CIL Earmarked Reserve.

2. Financial Appraisal

- 2.1** This report represents the income and expenditure figures from 1 April 2026 to 31 July 2026.
- 2.2** Overall income currently stands at £602,274, representing 78.5% of the annual budget.
- 2.3** Golf Course income remains strong and Seaford Head Estate income has significantly exceeded budget. Other Open Spaces income remains below budget.

- 2.4** Overall expenditure currently stands at £399,322, representing 44% of the annual budget. The key areas to note are the Golf Course expenditure headings, the Seaford Head Estate filming and parking costs, together with expenditure at Martello Fields and the Seafront.
- 2.5** Seaford Head Estate expenditure has exceeded its annual budget, although the filming and South Hill Barn parking costs are offset by the significant additional income received from these activities.
- 2.6** Expenditure within the GOSCA Projects Pool is significantly above the annual revenue budget; however, the majority relates to projects where funding from Earmarked Reserves had already been agreed as part of the 2026/27 budget.
- 2.7** The expenditure position will continue to be monitored as the financial year progresses, with any significant emerging variances reported to the Committee.

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Golf, Open Spaces & Climate</u>								
101	Golf Course							
1000	Golf Course Season Ticket	236,509	215,151	(21,358)			109.9%	
1001	Golf Course Green Fees M-F	101,149	190,000	88,851			53.2%	
1002	Golf Course Green Fees w/eb/h	75,283	150,000	74,717			50.2%	
1003	Golf Course Societies	44,370	83,200	38,830			53.3%	
1004	Golf Course Locker	1,497	2,600	1,103			57.6%	
1007	Golf Course Air Traffic	3,750	7,500	3,750			50.0%	
1019	Rechargeable Income	190	192	2			99.0%	
1050	Income Rent	0	85	85			0.0%	
1054	Income Other	1,688	1,000	(688)			168.8%	
1077	Income Sale Equipment	2,900	0	(2,900)			0.0%	2,900
1100	Income Advertising	0	700	700			0.0%	
1311	Buggy Hire	14,642	23,920	9,278			61.2%	
	Golf Course :- Income	481,976	674,348	192,372			71.5%	2,900
4000	Salaries & Wages	57,693	176,289	118,596		118,596	32.7%	
4001	Employers NI	7,403	22,693	15,290		15,290	32.6%	
4002	Employers Superannuation	10,442	31,908	21,466		21,466	32.7%	
4010	Staff Training	0	2,180	2,180		2,180	0.0%	
4011	Staff PPE / H&S	856	2,336	1,480		1,480	36.6%	
4012	Staff Expenses	0	100	100		100	0.0%	
4019	Rechargeable Expenditure	190	0	(190)		(190)	0.0%	
4041	Golf Professional Retainer	20,701	62,103	41,402		41,402	33.3%	
4045	Golf Course Player Costs	374	400	26		26	93.5%	
4046	Golf Club Membership Fees	22,878	22,103	(775)		(775)	103.5%	
4051	Rates	7,805	29,392	21,587		21,587	26.6%	
4052	Water & Sewerage	190	735	545		545	25.8%	
4060	Refuse	422	1,076	654		654	39.3%	
4100	Telecommunications	1,308	3,157	1,849		1,849	41.4%	
4106	Stationery	29	300	271		271	9.7%	
4110	Advertising & Publicity	0	1,750	1,750		1,750	0.0%	
4112	Subscriptions	796	786	(10)		(10)	101.3%	
4113	Software Support	2,071	3,369	1,298		1,298	61.5%	
4114	Licence Fee	75	75	0		0	100.0%	
4115	Insurance	12,182	12,042	(140)		(140)	101.2%	
4116	Web Site	700	299	(401)		(401)	234.1%	
4118	IT Hardware	265	1,000	735		735	26.5%	
4156	Bank Charges	4,567	9,639	5,072		5,072	47.4%	
4201	Cleaning & Hygiene	1,746	1,000	(746)		(746)	174.6%	

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4251 Bin Emptying (Dog/General)	234	1,833	1,599		1,599	12.8%	
4261 General Maintenance	27,492	47,924	20,432		20,432	57.4%	1,620
4270 Vehicles & Equipment Maint	11,835	22,452	10,617		10,617	52.7%	
4271 Vehicle & Equipment Lease	50,394	91,231	40,837		40,837	55.2%	
4272 Furniture & Equipment	169	2,000	1,831		1,831	8.5%	
4275 Building Maintenance	2,800	7,500	4,700		4,700	37.3%	
4276 Maintenance - CCTV	71	0	(71)		(71)	0.0%	
4279 Fire & Security	1,702	714	(988)		(988)	238.3%	
4285 Building Maint - GreenKeepers	91	1,000	909		909	9.1%	
4308 Golf Course Overheads	2,948	25,950	23,002		23,002	11.4%	
4309 Buggy Lease & Maintenance	4,473	11,105	6,633		6,633	40.3%	
Golf Course :- Indirect Expenditure	254,902	596,441	341,539	0	341,539	42.7%	1,620
Net Income over Expenditure	227,075	77,907	(149,168)				
6000 plus Transfer from EMR	1,620	0	(1,620)				
6001 less Transfer to EMR	2,900	0	(2,900)				
Movement to/(from) Gen Reserve	225,795	77,907	(147,888)				
<u>102 Golf Course Capital Costs</u>							
4155 Professional Fees	0	20,000	20,000		20,000	0.0%	
Golf Course Capital Costs :- Indirect Expenditure	0	20,000	20,000	0	20,000	0.0%	0
Net Expenditure	0	(20,000)	(20,000)				
<u>105 Salts Recreation Ground</u>							
1050 Income Rent	2,304	2,352	48			98.0%	
1051 Income Insurance Recharge	2,258	2,110	(148)			107.0%	
1058 Income Water Recharge	788	4,859	4,071			16.2%	
1073 Sports Pitch Hire & Green Fees	2,409	6,834	4,425			35.3%	
1095 Income Tennis Annual Pass	2,126	3,845	1,719			55.3%	
1096 Income Tennis Pay & Play	1,806	4,299	2,493			42.0%	
Salts Recreation Ground :- Income	11,692	24,299	12,607			48.1%	0
4018 Water Refill Maint	119	0	(119)		(119)	0.0%	119
4052 Water & Sewerage	597	10,086	9,489		9,489	5.9%	
4053 Tennis Electric	99	384	285		285	25.8%	
4055 Electricity	100	438	338		338	22.8%	
4095 Tennis Court Expenditure	900	7,460	6,560		6,560	12.1%	
4096 LTA Loan	3,250	9,625	6,375		6,375	33.8%	
4100 Telecommunications	137	403	266		266	33.9%	
4115 Insurance	3,958	3,812	(146)		(146)	103.8%	

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4155 Professional Fees	0	1,500	1,500		1,500	0.0%	
4251 Bin Emptying (Dog/General)	2,863	1,833	(1,030)		(1,030)	156.2%	
4260 Grounds Maintenance Contract	15,411	49,972	34,561		34,561	30.8%	
4261 General Maintenance	2,256	4,764	2,508		2,508	47.4%	
4275 Building Maintenance	1,105	800	(305)		(305)	138.1%	
4283 Playground & Gym Equipment	1,639	12,000	10,361		10,361	13.7%	
Salts Recreation Ground :- Indirect Expenditure	32,433	103,077	70,644	0	70,644	31.5%	119
Net Income over Expenditure	(20,741)	(78,778)	(58,037)				
6000 plus Transfer from EMR	119	0	(119)				
Movement to/(from) Gen Reserve	(20,623)	(78,778)	(58,155)				
<u>106 Crouch Recreation Ground</u>							
1050 Income Rent	1,378	2,550	1,172			54.0%	
1051 Income Insurance Recharge	843	803	(40)			105.0%	
1058 Income Water Recharge	72	1,987	1,915			3.6%	
1073 Sports Pitch Hire & Green Fees	1,112	14,500	13,388			7.7%	
Crouch Recreation Ground :- Income	3,405	19,840	16,435			17.2%	0
4052 Water & Sewerage	(143)	13,218	13,361		13,361	(1.1%)	
4115 Insurance	1,127	1,089	(38)		(38)	103.5%	
4155 Professional Fees	0	1,000	1,000		1,000	0.0%	
4251 Bin Emptying (Dog/General)	195	1,833	1,638		1,638	10.6%	
4260 Grounds Maintenance Contract	9,424	30,558	21,134		21,134	30.8%	
4261 General Maintenance	1,945	4,671	2,726		2,726	41.6%	
4275 Building Maintenance	440	2,543	2,103		2,103	17.3%	
4283 Playground & Gym Equipment	0	4,000	4,000		4,000	0.0%	
Crouch Recreation Ground :- Indirect Expenditure	12,989	58,912	45,923	0	45,923	22.0%	0
Net Income over Expenditure	(9,584)	(39,072)	(29,488)				
<u>107 Martello Fields</u>							
1011 Income Filming	1,200	0	(1,200)			0.0%	
1050 Income Rent	6,624	3,150	(3,474)			210.3%	
Martello Fields :- Income	7,824	3,150	(4,674)			248.4%	0
4018 Water Refill Maint	41	0	(41)		(41)	0.0%	41
4115 Insurance	14	15	1		1	96.4%	
4251 Bin Emptying (Dog/General)	156	1,833	1,677		1,677	8.5%	
4260 Grounds Maintenance Contract	4,803	15,573	10,770		10,770	30.8%	
4261 General Maintenance	3,341	1,038	(2,303)		(2,303)	321.9%	
Martello Fields :- Indirect Expenditure	8,355	18,459	10,104	0	10,104	45.3%	41
Net Income over Expenditure	(531)	(15,309)	(14,778)				
6000 plus Transfer from EMR	41	0	(41)				

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(490)	(15,309)	(14,819)				
108 Other Open Spaces							
1011 Income Filming	875	0	(875)			0.0%	
1050 Income Rent	90	90	0			100.0%	
1098 Income Grass Cutting	0	13,913	13,913			0.0%	
Other Open Spaces :- Income	965	14,003	13,038			6.9%	0
4018 Water Refill Maint	41	0	(41)		(41)	0.0%	41
4052 Water & Sewerage	14	86	72		72	16.8%	
4115 Insurance	52	52	0		0	99.7%	
4251 Bin Emptying (Dog/General)	273	1,833	1,560		1,560	14.9%	
4260 Grounds Maintenance Contract	7,696	24,955	17,259		17,259	30.8%	
4261 General Maintenance	2,360	8,076	5,717		5,717	29.2%	
4268 Grass Verge Cutting	2,103	25,235	23,132		23,132	8.3%	
Other Open Spaces :- Indirect Expenditure	12,539	60,237	47,698	0	47,698	20.8%	41
Net Income over Expenditure	(11,574)	(46,234)	(34,660)				
6000 plus Transfer from EMR	41	0	(41)				
Movement to/(from) Gen Reserve	(11,533)	(46,234)	(34,701)				
116 Seaford Head Estate							
1011 Income Filming	68,050	20,000	(48,050)			340.3%	
1037 Income Parking	13,804	0	(13,804)			0.0%	
1050 Income Rent	5,000	10,000	5,000			50.0%	
1054 Income Other	1	0	(1)			0.0%	
1200 Income Nature Reserve	216	600	384			36.0%	
Seaford Head Estate :- Income	87,071	30,600	(56,471)			284.5%	0
4024 SHB Parking Scheme	10,282	0	(10,282)		(10,282)	0.0%	
4115 Insurance	665	636	(29)		(29)	104.6%	
4155 Professional Fees	0	1,000	1,000		1,000	0.0%	
4251 Bin Emptying (Dog/General)	234	1,833	1,599		1,599	12.8%	
4260 Grounds Maintenance Contract	392	1,272	880		880	30.8%	
4261 General Maintenance	305	6,000	5,695		5,695	5.1%	
4275 Building Maintenance	0	1,038	1,038		1,038	0.0%	
4279 Fire & Security	0	300	300		300	0.0%	
4500 Nature Reserve Expenses	23,065	23,192	127		127	99.5%	
4501 Filming Expenses	11,050	4,000	(7,050)		(7,050)	276.3%	
4502 Toilet Hire	200	0	(200)		(200)	0.0%	
Seaford Head Estate :- Indirect Expenditure	46,194	39,271	(6,923)	0	(6,923)	117.6%	0
Net Income over Expenditure	40,877	(8,671)	(49,548)				

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Seaford Town Council 2026/2027 Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>117</u> <u>Seafront</u>							
1011 Income Filming	2,625	0	(2,625)			0.0%	
1084 Income Promenade	311	0	(311)			0.0%	
Seafront :- Income	2,936	0	(2,936)				0
4018 Water Refill Maint	41	0	(41)		(41)	0.0%	41
4022 Telescope Expenditure	31	200	169		169	15.4%	
4115 Insurance	331	337	6		6	98.3%	
4253 Shelters	579	3,114	2,535		2,535	18.6%	
4261 General Maintenance	4,236	7,000	2,764		2,764	60.5%	
4270 Vehicles & Equipment Maint	82	150	68		68	54.6%	
Seafront :- Indirect Expenditure	5,299	10,801	5,502	0	5,502	49.1%	41
Net Income over Expenditure	(2,363)	(10,801)	(8,438)				
6000 plus Transfer from EMR	41	0	(41)				
Movement to/(from) Gen Reserve	(2,322)	(10,801)	(8,479)				
<u>125</u> <u>Allotments</u>							
1050 Income Rent	1,404	1,406	2			99.9%	
Allotments :- Income	1,404	1,406	2			99.9%	0
4261 General Maintenance	0	500	500		500	0.0%	
Allotments :- Indirect Expenditure	0	500	500	0	500	0.0%	0
Net Income over Expenditure	1,404	906	(498)				
<u>224</u> <u>Projects Pool - GOSCA</u>							
1092 Income General Maintenance	5,000	0	(5,000)			0.0%	
Projects Pool - GOSCA :- Income	5,000	0	(5,000)				0
4023 Knot Weed Eradication	450	540	90		90	83.3%	
4426 Bonningstedt Prom Grnd Works	375	0	(375)		(375)	0.0%	375
4430 Golf Course Washdown System	25,615	0	(25,615)		(25,615)	0.0%	25,000
4432 The Salts Cycle Racks	171	0	(171)		(171)	0.0%	171
Projects Pool - GOSCA :- Indirect Expenditure	26,611	540	(26,071)	0	(26,071)	4928.0%	25,546
Net Income over Expenditure	(21,611)	(540)	21,071				
6000 plus Transfer from EMR	25,546	0	(25,546)				
Movement to/(from) Gen Reserve	3,935	(540)	(4,475)				
Golf, Open Spaces & Climate :- Income	602,274	767,646	165,372			78.5%	
Expenditure	399,322	908,238	508,916	0	508,916	44.0%	
Net Income over Expenditure	202,952	(140,592)	(343,544)				
plus Transfer from EMR	27,408	0	(27,408)				
less Transfer to EMR	2,900	0	(2,900)				

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Seaford Town Council 2026/2027 Current Year

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Detailed Income & Expenditure by Budget Heading 31/07/2026

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	227,460	(140,592)	(368,052)				
Grand Totals:- Income	602,274	767,646	165,372			78.5%	
Expenditure	399,322	908,238	508,916	0	508,916	44.0%	
Net Income over Expenditure	202,952	(140,592)	(343,544)				
plus Transfer from EMR	27,408	0	(27,408)				
less Transfer to EMR	2,900	0	(2,900)				
Movement to/(from) Gen Reserve	227,460	(140,592)	(368,052)				

Golf, Open Spaces and Climate Action (GOSCA) 2026-2027

1000 Codes = Income

4000 Codes = Expenditure

10th September 2026		
101	Golf Course	
1000	Golf Course Season Ticket	The majority of season ticket income is received in April with those paying by direct debit spread over 6 months. It is pleasing to see that the budget has already been exceeded target by 9.9%.
1001	Golf Course Green Fees Mid-Week	Green fees are higher than expectations with weekday green fees already at 53.2%, weekend/BH green fees at 50.2% and society income at 53.3% of target respectively.
1002	Golf Course Green W/End & BH's	As above.
1003	Golf Course Societies	As above.
1004	Golf Course Lockers	A high proportion of lockers are sold at the beginning of the year along with the season tickets.
1007	Golf Course Air Traffic Control	This income is received quarterly, with the second quarter's payment now received, bringing income to 50% of the annual budget.
1019	Rechargeable Income	This relates to the WHS (World Handicap System) – Golf England Platform Access Fee. STC are originally charged by Club Systems which is then recharged to Seaford Head Golf Club.
1054	Income Other	This income relates to the direct debit admin fee. Due to an increase of players paying their fees by direct debit, this has exceeded budget expectations.
1077	Income Sale of Equipment	This income relates to the sale of a TORO Greenmaster 3400 Triflex & DPA Cutting Units for £2,900. This has been transferred to a Capital EMR and which will be put towards future machinery expenditure.
1311	Buggy Hire	Buggy hire is above the expected income for this time of year which is a result of increased golf play this year.
4019	Rechargeable Expenditure	This relates to the WHS (World Handicap System) – Golf England Platform Access Fee. STC are originally charged by Club Systems which is then recharged to Seaford Golf Club.
4045	Golf Course Player Costs	This budget relates to the cost of the membership cards where the majority are purchased at the beginning of the financial year, thus showing a high % of budget.
4045	Golf Club Membership Fees	This budget relates to the portion of season ticket income that is allocated to Seaford Head Golf Club to cover affiliation fees payable to England Golf. As the number of season ticket holders has exceeded the original estimate, expenditure is correspondingly higher, but this is fully offset by the additional income received.
4112	Subscriptions	This budget relates to the BIGGA membership which is paid in advance for the year. The actual cost was slightly over budget by £10.
4113	Software Support	The majority of these costs are paid 9 months in advance (due to the annual costs spanning two financial years).
4114	Licence Fee	This relates to the radio licence that is paid in advance for the year.
4115	Insurance	Insurance costs are paid annually in advance.
4116	Website	Website costs are paid annually in advance. As this is a new website there were additional set up costs that were not included in the original budget and will be met by general reserves.
4156	Bank Charges	Bank charges are at 47.4% of the annual budget, reflecting the high level of season ticket payments received upfront via PDQ, along with increased green fee and society income also processed via PDQ.
4201	Cleaning & Hygiene	Expenditure currently includes £1,216.67 relating to the new Public Toilet Cleaning contract, which now incorporates the cleaning of the Golf Club toilets. This has been incorrectly coded to the Golf Course cleaning account and will be journalled to the appropriate Public Toilet Cleaning account.
4251	Bin Emptying (Dog/General)	Whilst this budget shows an underspend, the overall bin emptying expenditure is currently over budget. At the time the budget was set, only the estimated overall annual cost was known and this was therefore split evenly across the relevant cost centres. Since then, LDC has reviewed and increased its bin emptying charges during the year, and it has also been identified that historically the Council had not been charged for the emptying of some bins. Actual costs also vary between locations and the allocation for each site does not necessarily reflect the level of expenditure being incurred. The overall position across all bin emptying cost centres is currently being reviewed.
4261	General Maintenance	General maintenance expenditure is at 57% of the annual budget; however, expenditure in this area can be seasonal and will continue to be monitored.
4270	Vehicle & Equipment Maintenance	Vehicle and Equipment Maintenance expenditure is at 52.7% of the annual budget; as with the above account, expenditure in this area can be seasonal and will continue to be monitored.
4271	Vehicle & Equipment Lease	Equipment lease expenditure is at 55.2% of the annual budget, reflecting the timing of annual lease payments, which are not spread evenly throughout the year.
4276	Maintenance - CCTV	CCTV expenditure of £70.50 was not budgeted for, as the transfer of monitoring of the existing CCTV system to an external company was made after the budgets had been set.
4279	Fire & Security	The Fire & Security budget is overspent following the transfer of the existing CCTV system to Haven for monitoring, which also required the replacement of some cameras. In addition, there was a one-off cost for the replacement of the dual-tech detector.
105	Salts Recreation Ground	
1050	Income Rent	<u>Total To Date Income Split:</u> Seaford & St Leonards Scouts - £651.72 Seaford Cricket Club - £300 Seaford Rugby Club - £1,352.10 Total - £2,303.82
1051	Income Insurance Recharge	Insurance costs are recharged annually in advance.
1073	Sports Pitch Hire & Green Fees	<u>Total To Date Income Split:</u> Cricket - £845.68 Rugby - £573.00 South Coast Sports Academy (SCSA) - £618.98 Stoolball - £371.55 Total - £2,409.21

10th September 2026		
1095	Tennis Court Income - Annual Pass	Tennis annual passes are typically purchased more frequently during the first three months of the financial year, which accounts for the proportion of annual income received to date.
4018	Water Refill Maintenance	Expenditure is currently covered by the Earmarked Reserve. In previous years, this reserve was topped up with income generated from sponsorship of the water refill stations; however, no sponsorship income has been received this year. Sponsorship arrangements may be reviewed during the year with a view to recommencing from next financial year. This applies to all Water Refill Maintenance accounts within this Committee.
4115	Insurance	Insurance costs are paid annually in advance and are higher than budgeted following the renewal of the Council's insurance arrangements. The new contract is for a one-year term, with the premium slightly higher than previously anticipated.
4251	Bin Emptying (Dog/General)	As explained above within cost centre 101.
4275	Building Maintenance	The Salts Building Maintenance budget is currently overspent due to the cost of Energy Performance Certificates (EPCs) required across the Council's buildings. As no separate budget was allocated for these costs, they have been charged to the relevant Building Maintenance budgets across the Council. The overall position will be reviewed at year end and, should the Building Maintenance budgets be significantly overspent overall, consideration can be given to funding the additional costs from the Building Maintenance Earmarked Reserve.
106	Crouch Recreation Ground	
1050	Income Rent	<u>Total to Date Income Split:</u> Football - £740.30 Bowling - £637.50 Total - £1,377.80
1051	Income Insurance Recharge	Insurance costs are recharged annually in advance.
1073	Sports Pitch Hire & Green Fees	<u>Total to Date Income Split:</u> Football Training & Games (main pitch) - £1,112.16 Total - £1,112.16
4115	Insurance	Insurance costs are paid annually in advance and are higher than budgeted following the renewal of the Council's insurance arrangements. The new contract is for a one-year term, with the premium slightly higher than previously anticipated.
4251	Bin Emptying (Dog/General)	As explained above within cost centre 101.
107	Martello Fields	
1011	Income Filming	Unbudgeted filming income has been received for Martello Fields, as part of a wider clothing company photoshoot across various Council locations.
1050	Income Rent	Martello Fields income is higher than budgeted due to the return of the funfair and circus during 2026 - 2027.
4115	Insurance	Insurance costs are paid annually in advance.
4251	Bin Emptying (Dog/General)	As explained above within cost centre 101.
4261	General Maintenance	General Maintenance expenditure is currently over budget, largely due to £3,200 for the replacement of fencing at Pump Field. The appropriate funding allocation is currently being clarified, including whether this expenditure can be met from existing project funding.
108	Other Open Spaces	
1011	Income Filming	Unbudgeted filming income has been received for Saxon Lane, as part of a wider clothing company photoshoot across various Council locations.
1050	Income Rent	This relates to the Wayleave rent that is received annually.
1098	Income Grass Cutting	Income is currently below budget as the annual grass cutting contribution from ESCC has not yet been received.
4018	Water Refill Maintenance	As previously explained within cost centre 105.
4115	Insurance	Insurance costs are paid annually in advance.
4251	Bin Emptying (Dog/General)	As explained above within cost centre 101.
4268	Grass Verge Cutting	Grass cutting expenditure is currently lower than expected due to discrepancies identified with the invoicing, which officers are looking into. The relevant invoices have therefore not yet been processed, resulting in a lower than expected spend at this point in the year.
116	Seaford Head Estate	
1011	Income Filming	Filming income is significantly higher than budgeted, largely due to filming for a high-end TV drama, which generated over £40,000 in income. This budget line is always difficult to forecast accurately, as filming requests are unpredictable from year to year.
1037	Income Parking	Following the commencement of the South Hill Barn Parking trial, significant unbudgeted income is being generated. This income will be used to cover the costs associated with the scheme, with any surplus to be used for improvements to the wider site.
1050	Income Rent	Rental income is received twice yearly and will therefore not be evenly spread throughout the financial year.
1200	Income Nature Reserve	This unbudgeted income relates to the donations received at South Hill Barn.
4024	SHB Parking Scheme	The significant unbudgeted expenditure incurred in relation to the South Hill Barn Parking trial will be covered by the income generated from the scheme.
4115	Insurance	Insurance costs are paid annually in advance and are higher than budgeted following the renewal of the Council's insurance arrangements. The new contract is for a one-year term, with the premium slightly higher than previously anticipated.
4251	Bin Emptying (Dog/General)	As explained above within cost centre 101.
4500	Nature Reserve	These costs relate to the Sussex Wildlife Trust's annual management fees which are paid annually in advance.
4501	Filming Expenses	Filming expenditure is significantly over budget as costs are calculated at 20% of the filming income received. The higher expenditure therefore reflects the significant increase in filming income generated during the year, with the additional costs fully covered by the associated income.
4502	Toilet Hire	The £200 overspend relates to toilet hire costs from the previous financial year, where the invoices were not received and processed until the current year. As no accrual was made, the unbudgeted expenditure will be met from the General Reserve.
117	Seafont	
1011	Income Filming	Unbudgeted filming income has been received for areas of the Seafont, as part of a wider clothing company photoshoot across various Council locations.

10th September 2026		
1084	Income Promenade	Unbudgeted income has been received from fitness licences and running events on the promenade. Due to the uncertain nature of these activities, no annual income budget is set.
4018	Water Refill Maintenance	As previously explained within cost centre 105
4115	Insurance	Insurance costs are paid annually in advance.
4261	General Maintenance	General Maintenance expenditure is higher than expected at this point in the year, largely due to the installation of two new water meters at Bonningstedt Promenade to enable water costs to be recharged to the concessions, together with the replacement of bulbs for the lighting along Martello Esplanade.
125	Allotments	
1050	Income Rent	Allotment income is received annually in advance.
224	Projects Pool - GOSCA	
1092	Income General Maintenance	Grant income has been received from the Environment Agency as a contribution towards the Coastguard Cottages track repairs. The works were originally budgeted at £35,000 to be funded from CIL; however, the actual cost is expected to be significantly lower, with the grant further reducing the amount of CIL funding required.
4430	Golf Course Washdown System	The Washdown System cost £25,615 against £25,000 available within the relevant Earmarked Reserve. The remaining £615 is therefore being met from the General Reserve, resulting in a small overspend against the project funding available.



Seaford Town Council

Report Number:	75/26
Agenda Item Number:	8
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Update on the Golf Course 17th Green and 18th Tee Project
Strategy Programme Ref:	1.4 A & B
Purpose of Report:	To update the Committee on the progress made and next steps of the redevelopment of the 17th green and 18th tee
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	N/A

Officer Recommendations

1. To note the contents of the report.

1. Introduction

- 1.1** Strategic goals 1.4 A & B address the need to relocate the 17th green and 18th tees of the Seaford Head Golf Course to maintain a safe distance from the cliff edge.
- 1.2** It is important to highlight that these works will be carried out within a Site of Special Scientific Interest (SSSI), a National Park and near a Scheduled Ancient Monument, therefore requiring multiple levels of permissions from different national bodies.
- 1.3** The Golf Course Manager has provided regular updates on the project in his update reports presented to meetings of this Committee. This report is therefore updating on the project since the last update in March 2026.

2. Update

- 2.1** Any works onsite will require planning permission from the South Downs National Park Authority. Officers are keen to ensure that any future planning

submission is likely to gain approval first time, and therefore rather than putting in a speculative application and making changes based on the feedback, have committed time to meaningful consultation with key stakeholders from an early stage of the process.

2.2 Officers have therefore been in consultation with Natural England, Historic England, and Sussex Wildlife Trust to ensure that the Town Council will be submitting plans that maximise biodiversity gain whilst also minimising disturbance to the Iron Age Hill fort that is located on site.

2.3 An ecological survey of the site has been undertaken, and recommendations have been given from this. These have been shared with Natural England and feedback has been received

2.4 At time of writing, officers are still awaiting feedback from Historic England, though it is felt the plans in place minimise disturbance of the Iron Age Hill fort.

3. Next Steps

3.1 Officers will now prepare to undertake a consultation with the public, including golf course users, on the current proposal

3.2 Once Historic England and the public have fed back, officers will instruct the Town Council's golf architect to develop the proposed designs using the feedback from the ecologist surveys, Natural England and Historic England.

3.3 These plans will then be submitted as a pre-planning application to the South Downs National Park Authority. Following pre-planning advice, any final revisions of the plans will be undertaken, the final proposed plans will then be brought back to this Committee for approval prior to a full planning application being submitted.

3.4 Strategic Goal 1.4 A requires officers to "Prepare necessary works for the redevelopment of the 17th green and 18th tees" by September 2026. Once feedback is received from Historic England this goal will have been achieved.

3.5 Strategic Goal 1.4 B is to "Achieve required approvals to commence works on 17th green and 18th tees by September 2027". Officers still believe that this is achievable.

4. Financial Appraisal

4.1 There are no direct financial implications as a result of this report.



Seaford Town Council

Report Number:	76/26
Agenda Item Number:	9
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Crouch Bowling Club Request - Replacement Fence
Strategy Programme Ref:	N/A
Purpose of Report:	To present a proposal received from the Crouch Bowling Club for determination by this Committee
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	Appendix A – Proposal from Crouch Bowling Club for a replacement fence Appendix B – Map showing location of fence and gates Appendix C – Photo of proposed fencing style Appendix D – Current site images

Officer Recommendations

1. To note the contents of the report.
2. To approve/reject the proposal from the Crouch Bowling Club for a replacement fence with lockable gates, subject to the necessary permissions being obtained.

1. Introduction

- 1.1** Officers have been approached by the Crouch Bowling Club to request permission to install a new fence to support the control of access to the Crouch Bowling Green.

2. Information

- 2.1** The main information supporting this report is contained within **Appendices A, B and C**, which is information provided by the Bowling Club. **Appendix D** provides images of the current fencing in situ.

- 2.2** The fence is a replacement for a lower-level fence that is currently in-situ, with a proposed lockable gates in place of the current pedestrian swing gates. Although the Bowling Club is proposing to fund the purchase and installation of the fence and gates, ownership of the fence and gates will be maintained by the Town Council.
- 2.3** At Appendix A the Bowling Club has confirmed that public access would be available when the bowling green is in use. Outside of this, the gates would be locked and public access to the bowling green not available.
- 2.4** If approved, officers would advise the Bowling Club that approval is subject to necessary permissions being obtained, including planning permission (to be obtained by the Bowling Club) and Lewes District Council's permission under the terms of a covenant on the land (the Town Council has contacted the District Council to query this).
- 2.5** Councillors will note that the request does welcome any financial assistance from the Town Council, although this is not part of the substantive request. Should the Committee wish to consider financial assistance, this would be subject to Full Council approval in the absence of any budget.

3. Financial Appraisal

- 3.1** There are no direct financial implications as a result of this report.
- 3.2** The Town Council may incur costs in the maintenance of the fence; however, these are not expected to be significantly higher than maintaining the existing fence, with a new fence likely requiring less maintenance in the short to medium term.

4. Officers Recommendations

- 4.1** Councillors will note that officers are not recommending this request be approved nor rejected. This report echoes a request from the Crouch Bowling Club and the correct place for a decision to be made is at Committee level.



THE CROUCH BOWLING CLUB

Affiliated to Bowls England and Sussex County Bowls

Crouch Gardens
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Seaford, East Sussex
BN25 1PX.
Tel: 01323 893076
www.crouchbowlingclubseaford.com

To: Seaford Town Council Golf, Open Spaces & Climate Action Committee (GOSCA)

From: The Crouch Bowling Club

August 2026

Proposal to erect secure fencing at The Crouch Bowling Club

INTRODUCTION

At the Crouch Bowling Club we are now responsible for the upkeep of the bowling green. We are concerned about the possibility of vandalism and misuse of the green by members of the public and we would like to propose that we erect gated fencing on the unprotected sides to the green.

In bowling, Sussex is considered to be one county. There are over 100 bowling clubs affiliated to the Sussex County Bowls and only a handful of these are unfenced. We have had various instances of vandalism over the years including youths cycling on the green and playing football, and even a family picnicking on the green. There was, recently, criminal damage to the newly installed footpath lighting system and a face-to-face confrontation with youths who were asked not to walk across the green and some of them became abusive and belligerent. We have had our external clock smashed and youths have been seen climbing on the roof of the clubhouse.

We are conscious of the fact that we are a community amenity and will be welcoming and open to visitors and spectators whilst bowling is in progress. We would ensure that the fencing is see-through (not hedged) (photo of fencing at a local bowling club attached) so that passers-by can still sit and watch. We will also be happy for members of the public to walk through whilst the green is in use.

PROPOSAL

Our proposal is that an 8' high fence be erected on the entire west side of the green on the line of the present gates and low fencing (which would be removed). This would have two lockable gates. One to be in the North-West corner and would be large enough for green keeping machinery to pass through. The other to be a normal sized gate in the South West corner on the existing pathway.

A similar fence would run from the South-East Corner to the front of the clubhouse on the line of the existing low fence with a lockable gate at the clubhouse end. (Google earth image attached)

The quotations we have received would indicate a cost of just under £10,000 + VAT. We intend to fund this ourselves, although if there is any possibility of Financial assistance from Seaford Town Council we would welcome it.

We would be obliged if you would give this proposal your consideration as we would like to make the green secure in time for the start of the new season.

Crouch Bowling Club Fence Proposal

Untitled layer



Fence 1 18m



1 m Gate



Fence 53m



2m vehicle gate



1m gate



Image showing fencing style proposed by Crouch Bowling Club:



Crouch Bowling Green – Current Fencing

Current perimeter fencing and gates on the west side:



Current fencing on south-east corner:





Seaford Town Council

Report Number:	77/26
Agenda Item Number:	10
Meeting:	Golf, Open Spaces & Climate Action
Date:	10 September 2026
Title:	Review of the Climate Emergency Policy
Strategy Programme Ref:	6.1a
Purpose of Report:	To review the proposed Draft Climate Emergency Policy and recommend this to Full Council for adoption
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	Appendix A – Draft Climate Emergency Policy

Recommendations from Climate Change Working Group

1. To approve the proposed Draft Climate Emergency Policy

Officer Recommendations

1. To note the contents of the report.
2. To recommend the Draft Climate Emergency Policy to Full Council for adoption.

1. Introduction

1.1 The first Climate Emergency Policy was adopted in January 2024, to take effect from June 2024. This report introduces a revised Draft Climate Emergency Policy for consideration by the Committee.

1.2 Due to its impact as a strategic policy across all areas of the Town Council's work, the final approval for the Climate Emergency Policy is retained by Full Council.

2. Information

2.1 The proposed Draft Climate Emergency Policy is included at **Appendix A** for review.

2.2 The draft policy wording has been updated to be more concise and operational, as opposed to the current policy that makes broader objectives –

in short, the policy has changed its focus from one of consideration, to one of embedding actions. The proposed draft policy seeks to increase its effectiveness as a formal Town Council policy because it has clearer governance, ownership, monitoring and implementation actions.

- 2.3** The draft policy refers directly to the contents of the Interim Climate Action Plan, as approved by Full Council in January 2026, which is due for review by this Committee in November 2026. The delegations within Section 6 of the draft policy propose to enable the Town Clerk to update the policy to reflect future revisions of the Climate Action Plan, as required.
- 2.4** With the exception of the alterations detailed in 2.3 above, the draft policy is proposed to be reviewed every three years, or earlier if legislation, best practice, or Town Council priorities change.
- 2.5** Should councillors wish to see it, the current adopted version of the Climate Emergency Policy is available to view on the [Town Council's website](#).

3. Financial Appraisal

- 3.1** There are no direct financial implications as a result of this report. Any costs associated with the actions set out within the policy are as a result of the Climate Action Plan, which were included within the current year's budget.



CLIMATE EMERGENCY POLICY

This policy sets out the processes used to ensure that the Town Council responds to the climate emergency through decision-making and the actions it takes

"Working with our community to secure Seaford's best future"

Policy Status

Version	0.2	Last Review Date	January 2024
Adopted Date	TBC	Next Review Date	[Three years from adoption]
Review Period	Every three years	Approving Body	Full Council

Version History

Date	Version	Approval	Status
January 2024	0.1	Full Council	Adopted Policy

Related Policies and Other References

Policy Reference Code	Policy Name
C11	Traveller Policy
FS8	Tree Policy
C14	Seaford Town Council Strategy Programme 2025-2027
C12	Business Continuity Plan

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Section	Title
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2.0	Aim and Scope
3.0	Climate Emergency Policy
4.0	Governance and Oversight
5.0	Interim Climate Action Plan (January 2026 – August 2026)
6.0	Monitoring and Review

1. Introduction

- 1.1. Seaford Town Council (the Council) recognises the climate emergency and the significant risks posed by climate change to the environment, local economy, public health, and community wellbeing. The Council declared a climate emergency in 2020. The Council commits to taking proportionate, evidence-based action to reduce carbon emissions, enhance biodiversity, and improve resilience across its operations and assets.
- 1.2. As part of the Strategy Programme 2025 - 2027, the overarching theme of Section 6 is: “To help create a sustainable Seaford, resilient to the effects of climate change”

2. Aim and Scope

- 2.1. This policy establishes a framework for the Council’s responses to the climate emergency. It provides clear direction for decision-making and delivers an Interim Climate Action Plan that sets out time-bound actions to reduce carbon emissions, protect natural assets, and build organisational capacity.
- 2.2. This policy applies to all Council services, assets, operations, decision-making processes, and committees. Officers and members are expected to consider climate impacts as part of normal business planning and governance.

3. Climate Emergency Policy

- 3.1. The Council will pursue the following objectives:
 - Reduce environmental impact and energy consumption across Council assets.
 - Protect and enhance biodiversity and natural habitats.
 - Improve understanding of climate-related risks to Council assets, and mitigate where feasible, and proportionate.
 - Strengthen officer and councillor knowledge and capability in climate-awareness decision-making.
 - Inform and help residents understand the climate emergency, to create buy-in for personal actions, and to inform the actions and policies of the Council.
 - Engage with residents and stakeholders in finding the best solutions to bolster climate change resilience in Seaford.

4. Governance and Oversight

- 4.1. The implementation of this policy will be overseen by the Golf, Open Spaces & Climate Action Committee (GOSCA). The Head of Place (HOP) will act as lead officer responsible for delivery, monitoring, and reporting progress to councillors.

5. Interim Climate Action Plan (January 2026 – August 2026)

- 5.1. The Interim Climate Action Plan seeks to translate this policy into practical actions. The current Interim Plan includes the following key actions:
- 1. Audit of Council Assets:** Commissioning an external expert to assess current energy use across Council assets and identify opportunities for improvement, informing a longer-term Climate Action Plan.
 - 2. Seaford Head Nature Reserve Improvements:** Working with Sussex Wildlife Trust and Natural England to support restoration and move the SSSI from ‘declining’ status to ‘recovering’ status.
 - 3. Climate Risk to Assets:** Completing Lewes District Council’s Climate Risk Assessment Template to ensure climate-related risks to Council assets are properly identified and managed.
 - 4. Staff Climate Awareness Training:** Providing training to ensure officers can make informed recommendations to committees and Full Council, considering the climate impacts of Council actions.

6. Monitoring and Review

- 6.1. Progress against the Interim Climate Action Plan will be monitored quarterly and reported to GOSCA Committee. This policy will be reviewed within three years or earlier if legislation, best practice, or Council priorities change.
- 6.2. *{Section 5 of the Policy will be updated by the Town Clerk, under delegated authority from Full Council, following any updates to the Climate Action Plan, approved by the GOSCA Committee.}*