



Seaford Town Council

**Seaford Town Council Golf, Open Spaces & Climate Action Agenda –
5 March 2026**

To the Members of the Golf, Open Spaces & Climate Action Committee

Councillors C Bristow (Chair), R Buchanan (Vice Chair), S Dunn, R Honeyman,
O Matthews, J Meek, G Rutland, I Taylor, L Wallraven and M Wearmouth

A meeting of the **Golf, Open Spaces & Climate Action Committee** will be held
in the **Council Chambers, 37 Church Street, Seaford, BN25 1HG** on
Thursday, 5 March 2026 at 7.00pm, which you are summoned to attend.

Darryl Keech
Deputy Town Clerk
20 February 2026

PLEASE NOTE:

- **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
- See the end of the agenda for further details of public access and participation.
- Councillor queries on agenda items should be reserved for the meeting so the answer and any subsequent points are shared with all councillors. If however a councillor has a question that officers may need to know in advance to prepare a response, please send this through the contact officer of the report so an answer can be prepared to be shared verbally at the meeting, rather than in advance of the meeting via email.

AGENDA

1. **Apologies for Absence**

To consider apologies for absence.

2. **Disclosure of Interests**

To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

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 Seaford Town Council Policy.

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

To consider report 166/25 updating on progress and actions relating to the Town Council-owned Seaford Head Golf Course (pages 6 to 16).

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

To consider report 180/25 updating on progress and actions relating to the Town Council's open spaces and climate actions (pages 17 to 24).

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

To consider report 173/25 providing an update on work being carried out across Seaford Head Local Nature Reserve (pages 25 to 28).

7. **[Golf, Open Spaces & Climate Action Income & Expenditure Report up to 31 January 2026](#)**

To consider report 179/25 informing the Committee of Income and Expenditure up to 31 January 2026 (pages 29 to 40).

8. **[Proposals for the Gravel Strip Alongside the Esplanade, Adjacent to the Martello Tower](#)**

To consider report 178/25 presenting the review of options available for the gravel strip and seek Committee's approval to further investigate the preferred option (pages 41 to 45).

9. **[Seaford Biodiversity Audit Proposal](#)**

To consider report 176/25 requesting that the Committee provides Town Council support of a Biodiversity Audit of Seaford (pages 46 to 48).

10. High & Over – Improvement to Access and Biodiversity

To consider report 175/25 updating the Committee and seek approval of proposals for improvements to High and Over (pages 49 to 54).

11. Countryside Stewardship Higher Tier Scheme – Seaford Head Local Nature Reserve & Seaford Head Golf Course

To consider report 174/25 seeking the Committee's recommendation to Full Council to enter into a five year Countryside Stewardship Higher Tier Agreement to facilitate crucial improvement works to the Site of Special Scientific Interest at Seaford Head (pages 55 to 60).

AGENDA NOTES

For further information about items on this Agenda please contact:

Steve Quayle, Town Clerk, 37 Church Street, Seaford, East Sussex, BN25 1HG

Email: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

Circulation:

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Public Access:

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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.

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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:

Members of the public looking to participate in the public participation section of the meeting must do so in person, by making a verbal statement during the public participation section of the meeting.

Below are some key points for public participation in the meeting:

1. Your statement should be relevant to an item on the agenda for this meeting.
2. You will only be able to speak at a certain point of the meeting; the Chair of the meeting will indicate when this is.
3. You do not have to state your name if you don't want to.
4. If you are unsure of when best to speak, either query this with an officer/councillor ahead of the meeting or raise your hand during the public participation item of the meeting and ask the Chair – they will always be happy to advise.
5. When the Chair has indicated that it is the part of the meeting that allows public participation, raise your hand and the Chair will invite you to speak in order.
6. Statements by members of the public are limited to four minutes and you don't automatically have the right to reply. The Chair may have to cut you short if you overrun on time or try to speak out of turn – this is just to ensure the meeting stays on track.
7. Where required, the Town Council will try to provide a response to your statement but if it is unable to do so at the meeting, may respond in writing following the meeting.

8. Members of the public should not speak at other points of the meeting.
9. A summarised version of your statement, but no personal details, will be recorded in the minutes of the meeting.

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.



Seaford Town Council

Report No:	166/25
Agenda Item No:	4
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Golf Course Update Report – March 2026
By:	Simon Lambert, Golf Course Manager & Fraser Morley, Golf Professional
Purpose of Report:	To update the Committee on progress and actions relating to the Town Council-owned Seaford Head Golf Course

Actions
The Committee is advised:
1. To consider the updates within the report. 2. To move to a vote on the motion below.

Recommendations
The Committee is recommended:
1. To note the contents of the report.

1. Introduction

- 1.1 Presented below is the update relating to Seaford Head Golf Course.
- 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 golf course has seen a more unsettled period of weather move in after a cold and frosty start to January. This has proved difficult to get works done on the course, but the greenkeeping team has managed

to move forward with maintenance works such as tee block making and painting. It is hoped that a more settled period comes soon so once the bunker work is finished the team can level a number of tees and returf before play returns in the spring.

- (b)** The course moved to winter tee mats in January to give the grass tees time to recover and re-seed. This is necessary as the grass stops growing over winter but play continues and causes unreparable damage from divots and footwear.
- (c)** The last month has seen the team progress the rebuilding of bunkers and turfing areas of wear and animal damage. The team is working hole by hole and, with 42 bunkers to work on, it is several weeks of work before re-sanding in the spring.
- (d)** Bird boxes have been made to place around the buildings and an owl box to place in the trees on the 6th hole.
- (e)** The team have opened up an area of south/southeast facing sand banks next to the 11th tee, that provides the perfect habitat for many species of mining bees. This was identified while on a course walk with Sussex Wildlife Trust (SWT) and Natural England. It is hoped that opening up the dense scrub and leaving pollinators such as the gorse bushes, will encourage more to use the site and offer a warm sheltered microhabitat for bees to thrive. It also has the added benefit of improving the visual appearance and feel of the golf tee and hole.
- (f)** The last few weeks has seen the anticipated increase in grub activity on the course. This leads to damage from crows and badgers stripping the turf to find food (the grubs). Once the grub activity reduces, the team will begin to repair these areas through turfing, seeding, and top dressing. Other areas which show signs of stress from high traffic will have work done on them such as aeration, overseeding, and top dressing, as required. With a good level of water in the ground, the team hopes for a good spring with lush growth to help recover these areas quickly.
- (g)** Clearance work has begun to open up a suitable site for a 'waste to water' system to be built, this was agreed at Full Council in January 2026 and forms part of the 2025 – 2027 Strategy Programme. The

team has arranged for a site visit by the supplier / contractor, who will perform the initial assessments and plan for the works.

- (h) Investigation work continues on what is required and the cost involved in moving the 17th green and 18th tees. Most recently we have been making contact with Historic England. The Course Manager will begin to produce a full plan and specification for costing. It is hoped that this will also tie in with funding and works through the Rural Payment Schemes and the King Charles III England Coastal Path.
- (i) In February and March, it is hoped that the course will have budget remaining to hire a robot flail mower to cut and clear areas of bracken and scrub, as this work cannot be done with the equipment onsite. This will help to improve the areas that are becoming dense and being taken over by bracken and bramble. It is important to ensure that these works are performed before the beginning of the nesting season in March.

2.2 Course Maintenance:

- (a) Plans are underway for spring maintenance. This will include renovations on the greens and also the shaping and cutting of the wildflower areas. These have been developed over the last five years and now offer great definition. Yearly adjustments allow for changes in plan, as well as thinning and clearing that encourages more wildflowers to establish. The team is planning to increase the successful planting along the 6th hole / Chyngton Road to help provide a better wildlife habitat and a much nicer appearance than the rank dense grasses which have been left to provide a barrier, deterrent and protection between the play of golf and the road and path.
- (b) The team has followed the programme of winter aeration and maintenance to all fine turf areas. This includes solid tining slitting and the application of low nitrogen fertilisers containing micronutrients and other ingredients to toughen the turf and protect from disease and frost damage. The temporary greens have been in use during frosty periods and very wet conditions.

- (c) The team has continued the application of soil biology products. This helps maintain a healthy soil profile, encouraging and feeding the beneficial bacteria and fungi. These in turn help to break down thatch and nutrients not available to the grass plant. Together, these produce a protective web around the plant root system protecting it from pests and disease.
- (d) Aeration work on fairways and walkways have taken place throughout the winter to help manage any water and also promote healthy grass growth and air into the soil. This will continue into spring as the conditions allow. When temperatures increase, the team will also add seed and sand to help recover areas in need of extra help.
- (e) The buggies have been out of use during the new year period for the safety of the users due to course conditions. They will be back in use at the earliest point following an improvement in the conditions. The team has also topped up and improved the pathways ready for the buggy use. This will continue as the weather allows.

2.3 Irrigation:

- (a) The irrigation system has been shut down for the winter period. The valve boxes and pop ups will be trimmed prior to recommissioning and pressurising ready for the new season, this will happen at the end of March / early April as weather allows. There are some minor repairs, such as hose points and valves, that will be replaced as part of the recommissioning in spring.
- (b) The team has updated the computer controller for the irrigation system as well as the monitor display. This was due to updated requirements needed and changing to the new Windows operating system.
- (c) Moving through the year, the team will continue the lifting and levelling of sprinklers to ensure efficient and correct operating, minimising waste and run off.
- (d) As part of the start-up, the team hopes to continue to have water testing done on the borehole water supply. This will ensure the quality of the water is appropriate and allow for any alterations in the fertiliser and application program to balance any missing or increased levels of

minerals and nutrients. South East Water has been performing this free of charge as they can also use the information collected to build a better picture of the ground water in the area.

2.4 Staff:

- (a)** All greenkeeping staff have completed the online training courses required of all staff. With the beginning of a new year, the team are setting goals and identifying any training requirements, including first aid update training.

2.5 Machinery:

- (a)** The winter / spring maintenance is underway. An external contractor will be brought in to perform servicing of all machinery under warranty while the older machinery will be serviced in house. At the end of March and moving into April, the cutting units and blades will be sent away for re-grinds ensuring a great finish of cut for the season.
- (b)** Moving into a new rotation of the machinery replacement program and following approval of the 2026 - 2027 budget, officers are sourcing the best prices for purchase and lease costs for a greens mower, maintenance units for the mower and a new tractor, loading bucket and slitter / spiker. Once the best price has been selected, officers will tender for a five-year finance lease to continue the replacement program.
- (c)** The old equipment being replaced has been looked at by two dealers and officers are awaiting offers of prices to purchase these once the new machinery arrives in the spring.
- (d)** The condition of the 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)** A similar, though colder, winter to the previous year has resulted in continued strong winter income performance. For the period November 2025 to January 2026, Green Fee income is £4,000 ahead

of the same period last year, while Society income is £1,300 ahead year-on-year.

- (b) Despite challenging weather conditions, the course has been maintained to a high standard. The greenkeeping team have worked diligently to protect playing surfaces and continue to make improvements across the course throughout the winter period. Their efforts have been a key contributor to both course quality and customer satisfaction.

3.2 Buggy Hire:

- (a) Buggy hire income is consistent with the same period last year. However, due to prolonged wet conditions during January and February 2026, buggies have been withdrawn from use to protect the course.

3.3 New Members:

- (a) New memberships have continued to be secured steadily since 1 January through the '15 months for the price of 12 months' offer. To date, 32 new members have joined, representing a very positive start to the membership year.
- (b) The breakdown of new membership numbers is as follows:

Membership Type	Number
7 Day	7
Senior	8
5 Day	2
Intermediate 2	2
Intermediate 1	6
Youth	4
Junior	3
Totals	32

3.4 Renewals:

- (a) Membership renewal letters will be issued in early March 2026. Member feedback regarding course condition and overall experience has been very positive, and it is anticipated that this will result in strong membership retention for the forthcoming year.

3.5 Societies:

(a) **Current Performance** - society bookings have remained strong during the early part of the year. The recent price increase has not adversely affected demand, and the Golf Course continues to offer competitive value within the market.

3.6 Forward Bookings - with approximately 126 society bookings already confirmed for the calendar year, the outlook for society income during 2026 is very encouraging.

3.7 Overall Financial Performance:

(a) As at the end of January 2026, total income across all revenue streams is approximately £95,000 ahead of the same period last year. Given the current economic climate, this represents a very positive outcome and provides confidence that the course's pricing strategy and playing structure are performing effectively.

(b) The quality of the Golf Course's primary product — the golf course itself — continues to deliver excellent value. Equally important is the experience provided to members and visitors, which is driven by the professionalism and commitment of staff across all departments, from the greenkeeping team to the Professional Shop.

(c) As the Golf Course continues to invest in technology and modernisation, it remains essential that the importance of the personal, human element of the golfing experience is maintained, as this remains central to overall customer satisfaction.

4. 2025 Golfing Year in the UK

4.1 The information below has been shared by the Golf Professional to give an insight into the 2025 golfing year within the UK and an overview of the risks / challenges in the years ahead.

4.2 Participation and Market Dynamics

(a) Participation Growth

- Rounds played in 2025 have climbed significantly compared with previous years. National data shows strong increases across multiple regions, with year-to-date figures up substantially in mid-2025 versus 2024, indicating a record-breaking year for participation. Weather being a large factor in this with a high playing percentage of the year.

- Handicap submissions and digital scoring metrics are also at historic highs, signalling deepening engagement among both core and casual players.

(b) Broad Engagement Levels

- Around 40% of UK adults are engaged with golf in some capacity, indicating a large potential playing population beyond current members and traditional players.
- Growth is not restricted to traditional formats: shorter formats (9-hole rounds, where possible and general play) and digital handicap submissions continue to rise, suggesting that how people play golf is evolving.

(c) Demographic Shifts

- Evidence points to an uptick in younger participation since the COVID-19 pandemic, which has helped reduce the average age profile marginally and diversify the player base.
- Female engagement and new entrant participation are showing positive trends through structured pathways and accessible formats.

4.3 Industry Strength and Opportunities:

(a) Increased Play and Revenue Potential

- Strong participation trends drive higher green-fee and ancillary income for many facilities. Average green-fee yields and off-course revenues (e.g., hospitality) have increased in 2024 – 2025, underpinning financial health in many club operations.

(b) Innovation in Participation Models

- Digital platforms (e.g., WHS and iGolf/iPlay) are attracting new and occasional players, creating new pipelines for future members.
- Flexible membership options and shorter play formats help mitigate traditional barriers to entry, especially among younger or time-short participants.

4.4 Key Concerns and Structural Risks:

(a) Club Financial Fragility - despite strong participation figures, many clubs are facing significant financial pressures:

- A substantial number of clubs operate with thin margins, limited reserves, and deferred capital investment. Approximately 40%

generate only small annual surpluses, and 12% have no financial cushion at all.

2. Multiple clubs have closed in recent years due to financial distress, and experts warn of a potential “iceberg” of closures without significant intervention.

(b) Rising Costs and Affordability

- Operating costs – driven by utilities, compliance, labour, equipment, and maintenance – continue to rise, squeezing club finances and pushing green fees and subscriptions upward faster than inflation.
- Membership and green fee increases risk making golf less affordable for casual and emerging players, particularly younger adults and families.

(c) Membership Model Challenges

- While many clubs report strong memberships on survey data, a deeper look reveals issues around retention, ageing memberships, and value perception:
 - Traditional long-term membership models are under pressure as players question the value against rising costs.
 - Data suggests that while most members renew, enthusiasm to play more year-on-year may be stabilising or slowing, indicating potential future softness in engagement.

(d) Uneven Participation

- Some clubs report a paradox of high participation counts but mid-week tee times remaining unfilled, due to social barriers where players lack consistent playing partners outside weekends.

4.5 Strategic Warnings for the Years Ahead:

(a) Sustainability of Traditional Clubs - without proactive reinvestment and innovation, an increasing number of traditional golf clubs may struggle to stay financially viable. Deferred maintenance, ageing infrastructure, and static membership growth could lead to closures.

(b) Balancing Cost and Access - continued increases in green fees and membership subscriptions risk pricing out potential golfers. The industry must consider affordability strategies to sustain participation growth among newer and younger players.

- (c) **Diversification and Value Creation** - clubs that diversify offerings (e.g., alternative membership models, inclusive payment options, enhanced hospitality, and community events) are more likely to thrive. Market leaders are already including flexible credit systems and digital pathways to capture non-traditional golfers, while not excluding the traditional ways of participation.
- (d) **Retention and Lifecycle Engagement** - as participation grows, focus must shift to retention and lifecycle play patterns. Clubs and governing bodies should invest in tailored engagement strategies for key demographic segments (e.g. young adults, women, families) to ensure long-term participation.

4.6 Conclusion:

The UK golf landscape in 2025 is characterised by record participation levels and strong engagement, offering a positive macro picture for the sport. However, beneath these headline figures are critical structural challenges around affordability, club financial sustainability, demographic balance, and evolving consumer expectations. The industry's long-term health will depend on innovative business models, enhanced value propositions, and inclusive strategies that resonate with a broader, more diverse participant base.

5. Golf Course – Strategic Programme Update

- 5.1 The Committee will be aware there is one strategy detailed within the Strategic Programme 2025 – 2027 that relates to the Golf Course and that this Committee has oversight of. Whilst the formal RAG ratings are evaluated at each quarterly Full Council meeting, officers felt the Committee would be keen to receive an update on the specific strategy and goals as part of this update.
- 5.2 The Town Council's Strategic Programme 2025 – 2027 is available to view on the [Town Council's website](#)
 - (a) Strategy 1.4 –
Goal A – no update at this time, the work to progress this is ongoing
Goal B – no update at this time, follows on from Goal A, due September 2027

Goal C – *see separate report elsewhere on this agenda regarding the Countryside Stewardship Higher Tier Scheme*

Goal D – *see update at 2.1.g above*

Goal E – no update at this time, although an update on current wildflower areas is at 2.2.a above

6. Former Projects Log

- 6.1** The adoption of this new strategy programme has superseded the individual committee project logs, including the Golf, Open Spaces & Climate Action Projects Log, that has historically been presented to this Committee.
- 6.2** To ensure that key updates are not missed, officers have reviewed the list of ongoing projects and have included additional headings within this report to share the operational management updates.

7. Financial Appraisal

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

8. Contact Officer

- 8.1** The contact officer for this report is Simon Lambert, Golf Course Manager, and external contractor Fraser Morley, Golf Professional.



Seaford Town Council

Report No:	180/25
Agenda Item No:	5
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Open Spaces & Climate Action Update Report – March 2026
By:	Peter Cousin, Head of Place
Purpose of Report:	To update the Committee on progress and actions relating to the Town Council’s open spaces and climate actions

Actions

The Committee is advised:

1. To consider the updates within the report.
2. To move to a vote on the motion below.

Recommendations

The Committee is recommended:

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, which are 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 majority of residents with trees in their properties that are overhanging the allotments have confirmed that they will arrange for the overhanging trees to be cut back. Others have provided permission for allotment holders to trim back the overhanging foliage from their side.

3. Blatchington Pond

- 3.1 There are no specific updates for this report.

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

- 4.1 Following completion of the tender process, the three contracts have been awarded and officers have met with the appointed contractors to make the necessary handover arrangements ahead of the commencement of the contracts on 1 April 2026.
- 4.2 To confirm, the contractors from 1 April 2026 will be as follows:
- (a) Grounds Maintenance – Southern Land Services
 - (b) Grass Verges – IdVerde
 - (c) Annual Bedding (Seaford in Bloom) - IdVerde

5. High & Over

- 5.1 A separate report appears elsewhere on this agenda.

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

6.1 Cliff Gardens:

Works have continued on the Cliff Gardens Project, with bedding planters now being installed as part the overall design scheme.

Officers are attending weekly on-site meetings with South Downs National Park Authority, Seaford Community Partnership, and the contractors.

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

7.1 Cliff Safety:

Officers have identified repairs required to sections of the cliff top fence following adverse weather conditions over the winter period. Once the

weather conditions improve, appropriate quotations will be obtained to carry out the necessary repair works.

7.2 Seaford Head Local Nature Reserve (SHLNR):

An update on the SHLNR appears elsewhere on this agenda and will form a regular update at each meeting of the Committee.

7.3 Seven Sisters National Nature Reserve (SSNNR):

Officers are attending bi-weekly meetings to arrange the launch and associated public celebration event as a partner of the SSNNR. The celebration will take place on 19 March 2026.

The partnership will be supported by both national and local press coverage, with coordinated press releases planned.

7.4 Hope Gap Steps:

Officers continue to monitor the site and implement appropriate measures to restrict access, ensuring public safety as far as is reasonably practicable.

Following the motion passed by Full Council on 23 October 2025, officers have prepared a detailed brief outlining the project requirements and have issued a tender to obtain quotations from suitably qualified consulting engineers.

7.5 Cycle Racks – South Hill Barn:

Following approval by Full Council when setting the 2026 – 2027 budget at its meeting on 29 January 2026, officers are researching suitable cycle rack options and quotes for installation. As a reminder, Full Council approved the use of £3,000 of Community Infrastructure Levy funds for the racks.

7.6 South Hill Farm:

At its meeting on 26 June 2025, Full Council agreed the Farm Business Tenancy for South Hill Farm. It was also noted that ‘Council officers will agree the finalised Farm Objectives Plan with the tenant and BTF Partnership, with this being presented to a future meeting of the Golf, Open Spaces and Climate Action Committee for noting and commenting on.’ This work is ongoing and the aim is to be able to present the Farm Objectives Plan to this Committee at its meeting on 4 June 2026.

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

8.1 Following Phase 1 in October 2025, Phase 2 of the bi-annual beach maintenance works began on the seafront in early-February 2026. The

maintenance works involve beach materials (shingle) being moved from Tide Mills and evenly distributed back to the southeastern end of the frontage. Phase 2 is commencing earlier than usual this year due to the impacts of Storm Goretti in January 2026. The shingle recycling is anticipated to take 5 to 6 weeks but this can be subject to change.

- 8.2** During Storm Goretti, a number of shipping containers were lost overboard by container ships, two of these containers washed up in the Seaford area, one at the beach close to the Martello Tower and one below Hope Gap Steps. Officers have worked closely with the salvage company, Lewes District Council and East Sussex County Council to ensure that all debris has been safely removed. The Town Council also extends its thanks to those involved in beach cleans that collected and disposed of litter on the beach following this.

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

9.1 Crouch Bowling Club – Hire Arrangements:

With the Crouch Bowling Club taking on the fine turf maintenance of the Crouch bowling rink, work is ongoing to agree a memorandum of understanding between the Bowling Club and the Town Council concerning the management of the green.

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

10.1 Salts Playground:

The wooden fence posts surrounding the playground have deteriorated and become rotten in several areas. Officers are in the process of obtaining quotes for replacement.

10.2 Cycle Racks – The Salts:

Following approval by Full Council when setting the 2026 – 2027 budget at its meeting on 29 January 2026, officers are researching suitable cycle rack options and quotes for installation. As a reminder, Full Council approved the use of £3,000 of Community Infrastructure Levy funds for the racks.

10.3 Japanese Knotweed:

The programme of work at The Salts, near the Scout Hut, is now underway. This multi-year programme will continue until the knotweed has been fully eradicated.

The next scheduled visit from contract specialist is due in June 2026, forming part of the ongoing monitoring and assessment process.

11. Signage

11.1 There are no specific updates for this report.

12. Trees (including Trees for Seaford)

12.1 Following officers submitting an application to remove a sycamore tree, permission has now been granted by Lewes District Council. The works will be scheduled with the appointed tree surgeon in due course.

12.2 Two formal notices were issued to Seaford Town Council in relation to vegetation encroaching onto the public highway at Avondale Road and Normansal Park Avenue. Works at both locations have now been completed.

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

13.1 There are no specific updates for this report.

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

14.1 At its meeting on 29 January 2026, the Town Council adopted an Interim Climate Action Plan for the period January to August 2026.

14.2 Attached at **Appendix A** is the updated Interim Climate Action Plan, showing the current RAG rating (a red, amber, green rating to show project progress).

14.3 The individual update against each goal is set out below:

(a) Strategy 1 – no update, initial preparation work is underway to progress this work

(b) Strategy 2 – *a separate report appears elsewhere on this agenda regarding improvement works to the Seaford Head Local Nature Reserve*

(c) Strategy 3 – no update, initial preparation work is underway to progress this work

(d) Strategy 4 – no update, initial preparation work is underway to progress this work

15. Open Spaces & Climate Action – Strategic Programme Update

15.1 The Committee will be aware there are six strategies detailed within the Strategic 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 felt the Committee would be keen to receive an update on the specific strategies and goals as part of this update.

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

(a) Strategy 2.2 – Officers will be undertaking consultation with the key stakeholders in March 2026

(b) Strategy 2.4 –

Goal A – no update at this time

Goal B – following Full Council's approval of a trial of pay & display at South Hill Barn car park at its meeting on 29 January 2026, officers have sought quotes for appropriate machinery and have identified the chosen supplier (Metric UK). Officers are now in the process of securing planning permission and sourcing residents permits. Lewes District Council has confirmed that it is willing to distribute the permits to residents through the Tourist Information Centre without charge

Goal C – *a separate report appears elsewhere on this agenda presenting options for the gravel strip adjacent to the Martello Tower*

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

(d) Strategy 6.1 – *see section 14 above (Oversight of Town Council's Climate Action Workstreams and Performance)*

(e) Strategy 6.3 –

Goal A - officers have secured up to date quotes for the work on the route past the Coastguard Cottages. Natural England consent has been given to use chalk and flint for the repair works. Officers are working closely with the South Downs National Park Authority to make some repairs over the next four weeks.

Goal B – no update at this time

Goal C – *a separate report appears elsewhere on this agenda regarding the improvement works at High & Over*

(f) Strategy 6.4 – *see section 6 above (Martello Fields including Cliff Gardens)*

16. Former Projects Log

16.1 The adoption of this new strategy programme has superseded the individual committee project logs, including the Golf, Open Spaces & Climate Action Projects Log, that has historically been presented to this Committee.

16.2 To ensure that key updates are not missed, officers have reviewed the list of ongoing projects and have included additional headings within this report to share the operational management updates.

17. Financial Appraisal

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

18. Contact Officer

18.1 The contact officer for this report is Peter Cousin, Head of Place.

Interim Climate Action Plan									
January 2026 - August 2026									
Strategy	Goal (Specific, Measurable, Achievable)	Realistic Timeframe	Committee Oversight	Lead Officers	Latest Update				
					25/26 Q4	26/27 Q1	26/27 Q2	26/27 Q3	
1	Audit of STC Assets	Engage an external expert to undertake an audit of STC's assets, reporting on current energy usage, and creating a plan for future improvements	Jun-26	GOSCA	Head of Place	G			
		Use the Audit and proposed plans to develop longer term Climate Action Plan	Aug-26			G			
2	Seaford Head Local Nature Reserve Improvements	Develop a plan with Sussex Wildlife Trust & Natural England to move the SSSI from declining to recovering status	Jul-26	GOSCA	Head of Place	G			
3	Climate Risk to Assets	Complete the Lewes District Council's Assessment Template, to ensure that risk to assets is assessed	Jul-26	GOSCA	Head of Place	G			
4	Staff Training on Climate Awareness	Provide training for staff that enables them to make informed recommendations within reports on potential environmental impacts of STC actions	Jul-26	GOSCA	Head of Place	G			

RAG Rating Glossary

R	Red = significant problems or delay in timescale or unacceptable risk
A	Amber = caution / potential issues
G	Green = good / on track
	Completed



Seaford Town Council

Report No:	173/25
Agenda Item No:	6
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Seaford Head Local Nature Reserve Update – March 2026
By:	Peter Cousin, Head of Place
Purpose of Report:	To update the Committee on work being carried out across Seaford Head Local Nature Reserve

Actions

The Committee is advised:

1. To consider the update provided within the report.
2. To move to vote on the recommendation below.

Recommendations

The Committee is recommended:

1. To note the contents of the report

1. Introduction

- 1.1** Seaford Head Local Nature Reserve (the 'Nature Reserve') is owned by Seaford Town Council and managed by Sussex Wildlife Trust.
- 1.2** Following conversations between officers and councillors it became apparent that councillors would find value in having a quarterly update to the Golf, Open Spaces & Climate Action Committee (GOSCA) outlining the works that have been carried out on the Nature Reserve. Additionally, officers are aware that there is substantial public interest in the Nature Reserve.

- 1.3 This report is therefore presenting an update from officers and Sussex Wildlife Trust about activities onsite, for noting.

2. Governance Model

- 2.1 For the purposes of this first update report to Committee, set out below are the governance arrangements for the Nature Reserve.
- 2.2 Seaford Town Council is responsible for a section of the Local Nature Reserve, other parts of the Nature Reserve are owned by the National Trust and the South Downs National Park Authority.
- 2.3 Sussex Wildlife Trust manages the Town Council's section of the Nature Reserve on our behalf under a 25-year lease, due to expire in 2042, and an associated management plan.
- 2.4 The Seaford Head Local Nature Reserve Management Committee is a non-Council committee that was formed in the 1970s, consisting of various stakeholders of the site (including local authorities and local community groups / organisations). Meeting bi-annually, the Management Committee monitors the management and future aspirations of the site. Town Council officers attend these meetings, as do two Town Councillors in their roles as Outside Body Representatives, enabling clear communication and joined up thinking between the Town Council, as landowner, and the Management Committee, as the subject matter experts.
- 2.5 The Nature Reserve also forms part of the Seaford to Beachy Head Site of Special Scientific Interest (SSSI), and the South Downs National Park, as well as overlapping, in places, with the Town Council-owned Seaford Head Golf Course.

3. Information

- 3.1 The Nature Reserve has continued to see high visitor numbers of both locals and visitors. Autumn / winter is an important time of year for the management of the site as scrub management can be undertaken outside of the nesting season.
- 3.2 Importantly, cattle grazing has now been introduced to the Nature Reserve. Five Blue Albion cattle now graze the site. These rare native cattle are well suited to the site, being hardy and docile in nature. They are an important part of the conservation of the site, controlling scrub, maintaining a variety

of sward heights and controlling dominant grasses such as Tor Grass, which allows space for a greater diversity of plant life.

- 3.3** Sussex Wildlife Trust, Town Council Officers, and Natural England have been working closely together to develop a new Countryside Stewardship Scheme for the site, that will allow significant improvements to be made to the Nature Reserve for the betterment of nature. There is a paper elsewhere on this agenda that directly discusses this in more detail.

4. Update from Sussex Wildlife Trust

- 4.1** The update below has been provided by Sussex Wildlife Trust (SWT) and covers the period October 2025 – January 2026:

- (a)** The Trust's focus has been on scrub management, grazing (sheep and cattle), infrastructure repairs, public liaison, signage, hedge cutting of tank circle / trackway, setting up / mapping Countryside Stewardship, and developing the National Nature Reserve.
- (b)** The Thursday Volunteer Group organised and run by SWT rangers (Sarah and Rosie) have been carrying out the following;
- Opening up the paths on the western side of the site
 - Cutting/raking eastern and western ride networks on the east side of the Nature Reserve.
 - Getting sheep grazing compartments ready and installing netting for sheep to come on / scrub regrowth cutting in sheep compartments
 - Cutting scrub / opening up around the pill box and kiss gate on east side (previously being used as a toilet).
 - Raking off and continuing further cutting on the west side where we previously brush cut.
 - Russian vine weed control. Cutting round the perimeter of the site to stop it expanding and creeping further into the Nature Reserve.

- 4.2** Trust staff time has been spent on:

- (a)** Brush cutting low scrub, mainly blackthorn regrowth, bramble and clematis = 3 staff days
- (b)** Gate repairs/installation + signage ready for cattle grazing = 2 staff days
- (c)** Flailing turning circle – Agrifactors (£540 plus VAT) = 2 staff days

- (d) Putting up/ taking down sheep netting + cutting routes for netting = 4 staff days
 - (e) Delivery and collection of sheep = 1 staff day
 - (f) Rubbish collection from Hope Gap Steps and down by Coastguard Cottages = 2 staff days
 - (g) Countryside Stewardship discussions mapping and liaison / meetings with the Town Council and Natural England = 3 staff days
 - (h) Administration of rangers, volunteers, contractors, graziers, enquiries, National Trust Chyngton Brooks meeting = 2 staff days
 - (i) National Nature Reserve meetings, discussion, liaison = 1 staff day
- 4.3** Volunteers have kindly given over 200 hours since September 2025, including over 90 hours for November, December and January. In addition to volunteers checking sheep most days throughout October, November and December.

5. Financial Appraisal

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

6. Contact Officer

- 6.1** The Contact Officer for this report is Peter Cousin, Head of Place.



Seaford Town Council

Report No:	179/25
Agenda Item No:	6
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Golf, Open Spaces & Climate Action Income & Expenditure Report up to 31 January 2026
By:	Lucy Clark, Finance Manager
Purpose of Report:	To inform the Golf, Open Spaces & Climate Action Committee of Income and Expenditure up to 31 January 2026

Actions
The Committee is advised:
1. To consider and discuss the contents of the report. 2. To move to a vote on the motion below.

Recommendations
The Committee is recommended:
1. To note the contents of the report.

1. Information

- 1.1 Attached at **Appendix A** is the detailed income and expenditure for the period of 1 April 2025 – 31 January 2026 for the GOSCA Committee, compared with the annual budget.
- 1.2 This period represents ten months or 83.33% of the financial year.
- 1.3 The significant variances are attached at **Appendix B**.
- 1.4 Actual income to date stands at £811,711, which is 120% of annual budget. As detailed within Appendix B (variance report), this over performance is largely attributable to the Golf Course income, where green fees (both

weekday and weekend), season tickets and equipment sales have exceeded budget expectations. Filming income at Seaford Head Estate has also significantly outperformed the original budget. In addition, unbudgeted income streams such as grass cutting and other ad-hoc receipts have contributed to a favourable position.

- 1.5 Actual expenditure stands at £774,016, equating to 85.4% of the annual budget at month 10. This is slightly above the expected 83.33% level for this stage of the year, which is attributed to various factors such as a new website and new equipment for the Golf Course, replacement playground and gym equipment at The Salts, and professional fees for South Hill Barn, some of which are funded via ear marked reserves (EMR). Overall expenditure remains broadly in line with expectations for the financial year.

2. Financial Appraisal

- 2.1 At the end of month 10, the Committee's total income stands at £811,711 with the total expenditure standing at £774,016. This equates to a current net income over expenditure figure of £37,695 before reserve movements.
- 2.2 The approved net budget for 2025 - 2026 anticipated net expenditure of £229,974. The current position therefore represents an improvement of £267,699 against the original budget forecast.
- 2.3 Movements on EMR have seen £42,301 released to fund expenditure and £25,190 transferred into EMR. This results in a net increase of £17,111, bringing the overall contribution to General Reserves to £54,806 at this stage.

3. Contact Officer

- 3.1 The Contact Officer for this report is Lucy Clark, Finance Manager.

		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	220,015	206,875	(13,140)			106.4%	
1001	Golf Course Green Fees M-F	195,717	155,500	(40,217)			125.9%	
1002	Golf Course Green Fees w/eb/h	160,788	128,000	(32,788)			125.6%	
1003	Golf Course Societies	76,931	80,000	3,069			96.2%	
1004	Golf Course Locker	2,017	2,500	483			80.7%	
1007	Golf Course Air Traffic	7,500	7,500	0			100.0%	
1050	Income Rent	85	85	0			100.0%	
1054	Income Other	1,479	900	(579)			164.4%	
1077	Income Sale Equipment	24,500	0	(24,500)			0.0%	24,500
1100	Income Advertising	700	0	(700)			0.0%	
1311	Buggy Hire	23,582	23,000	(582)			102.5%	
	Golf Course :- Income	713,315	604,360	(108,955)			118.0%	24,500
4000	Salaries & Wages	141,118	168,781	27,663		27,663	83.6%	
4001	Employers NI	18,040	21,567	3,527		3,527	83.6%	
4002	Employers Superannuation	28,365	33,925	5,560		5,560	83.6%	
4010	Staff Training	226	2,100	1,874		1,874	10.8%	
4011	Staff PPE / H&S	1,402	2,250	848		848	62.3%	
4012	Staff Expenses	0	100	100		100	0.0%	
4041	Golf Professional Retainer	50,148	71,570	21,422		21,422	70.1%	
4045	Golf Course Player Costs	354	500	146		146	70.8%	
4046	Golf Club Membership Fees	21,294	20,750	(544)		(544)	102.6%	
4051	Rates	16,991	17,542	551		551	96.9%	
4052	Water & Sewerage	427	1,200	773		773	35.6%	
4060	Refuse	924	941	17		17	98.2%	
4100	Telecommunications	2,789	2,350	(439)		(439)	118.7%	
4105	Postage	0	50	50		50	0.0%	
4106	Stationery	242	200	(42)		(42)	120.9%	
4112	Subscriptions	757	780	23		23	97.1%	
4113	Software Support	2,024	2,632	608		608	76.9%	
4114	Licence Fee	75	75	0		0	100.0%	
4115	Insurance	11,360	11,455	95		95	99.2%	
4116	Web Site	1,789	93	(1,696)		(1,696)	1923.7%	
4156	Bank Charges	7,053	7,799	746		746	90.4%	
4201	Cleaning & Hygiene	693	700	7		7	99.0%	
4251	Dog Bin Emptying	780	1,559	779		779	50.0%	
4261	General Maintenance	42,914	46,170	3,256		3,256	92.9%	
4270	Vehicles & Equipment Maint	17,714	21,630	3,916		3,916	81.9%	

Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4271 Vehicle & Equipment Lease	73,163	73,425	262		262	99.6%	
4272 Furniture & Equipment	12,820	3,000	(9,820)		(9,820)	427.3%	11,855
4275 Building Maintenance	2,478	6,555	4,077		4,077	37.8%	
4279 Fire & Security	827	688	(139)		(139)	120.2%	
4308 Golf Course Overheads	21,198	25,000	3,802		3,802	84.8%	
4309 Buggy Lease & Maintenance	9,048	10,364	1,317		1,317	87.3%	
Golf Course :- Indirect Expenditure	487,012	555,751	68,739	0	68,739	87.6%	11,855
Net Income over Expenditure	226,303	48,609	(177,694)				
6000 plus Transfer from EMR	11,855	0	(11,855)				
6001 less Transfer to EMR	24,500	0	(24,500)				
Movement to/(from) Gen Reserve	213,658	48,609	(165,049)				
 <u>102 Golf Course Capital Costs</u>							
4155 Professional Fees	1,925	15,000	13,075		13,075	12.8%	
Golf Course Capital Costs :- Indirect Expenditure	1,925	15,000	13,075	0	13,075	12.8%	0
Net Expenditure	(1,925)	(15,000)	(13,075)				
 <u>105 Salts Recreation Ground</u>							
1023 Income Professional Fee Refund	1,500	0	(1,500)			0.0%	
1025 Income Sponsorship	230	230	0			100.0%	230
1050 Income Rent	2,307	2,252	(55)			102.4%	
1051 Income Insurance Recharge	2,020	1,991	(29)			101.4%	
1058 Income Water Recharge	3,837	0	(3,837)			0.0%	
1073 Sports Pitch Hire & Green Fees	4,867	5,435	568			89.6%	
1095 Income Tennis Annual Pass	3,134	3,135	1			100.0%	
1096 Income Tennis Pay & Play	3,398	3,502	105			97.0%	
Salts Recreation Ground :- Income	21,293	16,545	(4,748)			128.7%	230
4018 Water Refill Maint	98	0	(98)		(98)	0.0%	98
4052 Water & Sewerage	6,943	8,617	1,674		1,674	80.6%	
4053 Tennis Electric	249	366	117		117	68.0%	
4055 Electricity	257	800	543		543	32.2%	
4095 Tennis Court Expenditure	1,647	8,582	6,935		6,935	19.2%	
4096 LTA Loan	5,125	5,125	0		0	100.0%	
4100 Telecommunications	322	348	27		27	92.4%	
4115 Insurance	3,596	3,595	(1)		(1)	100.0%	
4155 Professional Fees	4,720	0	(4,720)		(4,720)	0.0%	
4251 Dog Bin Emptying	390	1,593	1,203		1,203	24.5%	
4252 Additional Litter Pick	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4260 Grounds Maintenance Contract	59,132	73,087	13,956		13,956	80.9%	
4261 General Maintenance	2,464	4,590	2,126		2,126	53.7%	
4275 Building Maintenance	699	740	41		41	94.5%	
4283 Playground & Gym Equipment	18,944	10,000	(8,944)		(8,944)	189.4%	11,545
Salts Recreation Ground :- Indirect Expenditure	104,586	118,443	13,857	0	13,857	88.3%	11,643
Net Income over Expenditure	(83,293)	(101,898)	(18,605)				
6000 plus Transfer from EMR	11,643	0	(11,643)				
6001 less Transfer to EMR	230	0	(230)				
Movement to/(from) Gen Reserve	(71,881)	(101,898)	(30,017)				
106 Crouch Recreation Ground							
1050 Income Rent	2,605	2,550	(55)			102.2%	
1051 Income Insurance Recharge	758	746	(12)			101.6%	
1058 Income Water Recharge	1,552	2,450	898			63.3%	
1073 Sports Pitch Hire & Green Fees	12,746	11,989	(757)			106.3%	
Crouch Recreation Ground :- Income	17,660	17,735	75			99.6%	0
4052 Water & Sewerage	8,903	8,112	(791)		(791)	109.8%	
4115 Insurance	1,027	1,030	3		3	99.7%	
4155 Professional Fees	393	0	(393)		(393)	0.0%	
4251 Dog Bin Emptying	650	1,138	488		488	57.1%	
4260 Grounds Maintenance Contract	25,086	29,252	4,166		4,166	85.8%	
4261 General Maintenance	3,907	3,610	(297)		(297)	108.2%	
4275 Building Maintenance	0	2,450	2,450		2,450	0.0%	
4283 Playground & Gym Equipment	1,875	4,000	2,125		2,125	46.9%	
Crouch Recreation Ground :- Indirect Expenditure	41,840	49,592	7,752	0	7,752	84.4%	0
Net Income over Expenditure	(24,180)	(31,857)	(7,677)				
107 Martello Fields							
1050 Income Rent	1,648	5,351	3,703			30.8%	
Martello Fields :- Income	1,648	5,351	3,703			30.8%	0
4018 Water Refill Maint	114	0	(114)		(114)	0.0%	114
4115 Insurance	14	12	(2)		(2)	114.3%	
4251 Dog Bin Emptying	520	911	391		391	57.1%	
4260 Grounds Maintenance Contract	12,783	15,801	3,018		3,018	80.9%	
4261 General Maintenance	297	1,000	703		703	29.7%	
Martello Fields :- Indirect Expenditure	13,727	17,724	3,997	0	3,997	77.5%	114
Net Income over Expenditure	(12,079)	(12,373)	(294)				
6000 plus Transfer from EMR	114	0	(114)				
Movement to/(from) Gen Reserve	(11,966)	(12,373)	(407)				

Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
108 Other Open Spaces								
1050	Income Rent	90	90	0			100.0%	
1098	Income Grass Cutting	10,810	0	(10,810)			0.0%	
1099	Income BT Openreach Pole	158	0	(158)			0.0%	
	Other Open Spaces :- Income	11,058	90	(10,968)			12286.5	0
4018	Water Refill Maint	261	0	(261)		(261)	0.0%	261
4052	Water & Sewerage	37	200	163		163	18.6%	
4115	Insurance	49	45	(4)		(4)	109.2%	
4154	Land Registry Fees	0	60	60		60	0.0%	
4251	Dog Bin Emptying	910	1,821	911		911	50.0%	
4260	Grounds Maintenance Contract	20,475	25,307	4,832		4,832	80.9%	
4261	General Maintenance	6,043	7,780	1,737		1,737	77.7%	
4262	Trees for Seaford	5,981	0	(5,981)		(5,981)	0.0%	5,981
4268	Grass Verge Cutting	18,681	25,000	6,319		6,319	74.7%	
4275	Building Maintenance	0	200	200		200	0.0%	
	Other Open Spaces :- Indirect Expenditure	52,438	60,413	7,975	0	7,975	86.8%	6,242
	Net Income over Expenditure	(41,380)	(60,323)	(18,943)				
6000	plus Transfer from EMR	6,242	0	(6,242)				
	Movement to/(from) Gen Reserve	(35,138)	(60,323)	(25,185)				
116 Seaford Head Estate								
1011	Income Filming	31,213	20,000	(11,213)			156.1%	
1021	Income South Hill Barn	0	300	300			0.0%	
1050	Income Rent	10,000	10,000	0			100.0%	
1200	Income Nature Reserve	557	0	(557)			0.0%	
	Seaford Head Estate :- Income	41,770	30,300	(11,470)			137.9%	0
4115	Insurance	600	600	(0)		(0)	100.1%	
4155	Professional Fees	10,195	0	(10,195)		(10,195)	0.0%	9,585
4251	Dog Bin Emptying	780	911	131		131	85.6%	
4260	Grounds Maintenance Contract	1,041	1,285	244		244	81.0%	
4261	General Maintenance	4,557	1,445	(3,112)		(3,112)	315.3%	2,827
4274	Projects Expenditure	6,771	6,000	(771)		(771)	112.8%	
4275	Building Maintenance	7	1,000	993		993	0.7%	
4279	Fire & Security	0	245	245		245	0.0%	
4424	South Hill Barn Development	10,469	40,800	30,331		30,331	25.7%	
4500	Nature Reserve Expenses	22,021	22,343	322		322	98.6%	
4501	Filming Expenses	5,653	4,000	(1,653)		(1,653)	141.3%	
4502	Toilet Hire	720	0	(720)		(720)	0.0%	
	Seaford Head Estate :- Indirect Expenditure	62,814	78,629	15,815	0	15,815	79.9%	12,412
	Net Income over Expenditure	(21,044)	(48,329)	(27,285)				
6000	plus Transfer from EMR	12,412	0	(12,412)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	(8,632)	(48,329)	(39,697)				
<u>117 Seafront</u>							
1011 Income Filming	2,250	200	(2,050)			1125.0%	
1025 Income Sponsorship	460	460	0			100.0%	460
1058 Income Water Recharge	(32)	0	32			0.0%	
1084 Income Promenade	520	0	(520)			0.0%	
1092 Income General Maintenance	414	0	(414)			0.0%	
Seafront :- Income	3,612	660	(2,952)			547.3%	460
4018 Water Refill Maint	35	0	(35)		(35)	0.0%	35
4022 Telescope Expenditure	0	200	200		200	0.0%	
4052 Water & Sewerage	(32)	0	32		32	0.0%	
4115 Insurance	318	318	0		0	99.9%	
4253 Shelters	2,098	3,000	902		902	69.9%	
4261 General Maintenance	6,896	6,605	(291)		(291)	104.4%	
4270 Vehicles & Equipment Maint	0	150	150		150	0.0%	
4501 Filming Expenses	360	40	(320)		(320)	900.0%	
Seafront :- Indirect Expenditure	9,674	10,313	639	0	639	93.8%	35
Net Income over Expenditure	(6,062)	(9,653)	(3,591)				
6000 plus Transfer from EMR	35	0	(35)				
6001 less Transfer to EMR	460	0	(460)				
Movement to/(from) Gen Reserve	(6,487)	(9,653)	(3,166)				
<u>125 Allotments</u>							
1050 Income Rent	1,355	1,350	(5)			100.4%	
Allotments :- Income	1,355	1,350	(5)			100.4%	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	1,355	850	(505)				
Golf, Open Spaces & Climate :- Income	811,711	676,391	(135,320)			120.0%	
Expenditure	774,016	906,365	132,349	0	132,349	85.4%	
Net Income over Expenditure	37,695	(229,974)	(267,669)				
plus Transfer from EMR	42,301	0	(42,301)				
less Transfer to EMR	25,190	0	(25,190)				
Movement to/(from) Gen Reserve	54,806	(229,974)	(284,780)				

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Seaford Town Council 2025/2026 Current Year

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Detailed Income & Expenditure by Budget Heading 31/01/2026

Month No: 10

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	811,711	676,391	(135,320)			120.0%	
Expenditure	774,016	906,365	132,349	0	132,349	85.4%	
Net Income over Expenditure	<u>37,695</u>	<u>(229,974)</u>	<u>(267,669)</u>				
plus Transfer from EMR	42,301	0	(42,301)				
less Transfer to EMR	25,190	0	(25,190)				
Movement to/(from) Gen Reserve	<u>54,806</u>	<u>(229,974)</u>	<u>(284,780)</u>				

Report 179/25 Appendix B

Golf, Open Spaces and Climate Action (GOSCA)
2025 - 2026

179-25 APPENDIX B

1000 Codes = Income
4000 Codes = Expenditure

Financial Variance Report for GOSCA				
		18th September 2025 (Report 62-25)	27th November 2025 (Report 104-25)	5th March 2026 (Report 179-25)
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 5.7%	With the exception of a few potential winter season ticket sales, the annual income is almost fully received, currently exceeding target by 6.4%.	As previously reported
1001	Golf Course Green Fees Mid-Week	Green fees are higher than expectations with weekday green fees already at 63.6%, weekend/BH green fees at 58.7% and society income at 45.2%.	Week day green fees exceeded budget by 5.8% with weekend/bank holiday green fees exceeding target by 1.7%. Golf societies have also above the level expected for this time of year at 81%.	Week day green fees exceeded budget by 25.9% with weekend/bank holiday green fees exceeding target by 25.6%. Golf societies are also above the level expected for this time of year at 96.2%.
1002	Golf Course Green W/End & BH's	As above	As above	As above
1003	Golf Course Societies	As above	As above	As above
1004	Golf Course Lockers	The majority of lockers are sold at the beginning of the year along with the season tickets.	As previously reported	As previously reported
1007	Golf Course Air Traffic Control			This income is now fully received.
1050	Rent			This relates to the Wayleave rent that is received annually.
1054	Income Other	This income relates to the direct debit admin fee. Due the increase of players paying their fees by direct debit, this has exceeded budget expectations.	As previously reported	As previously reported
1077	Income Sale of Equipment	This income relates to the sale of a TORO Grounds Master 4000D and a TORO Reel Master 3100D for £24,500 has been transferred to a Capital EMR and which will be put towards future machinery expenditure	As previously reported	As previously reported
1100	Income Advertising		This income relates to adverts included on the current score cards.	As previously reported
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.	The income has now exceeded target by 2.5%
4041	Golf Professional Retainer			This expenditure will be underbudget by the year end due to the budget being set as a gross figure rather than the net.
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.	The majority of expenditure has now been spent and is therefore likely to show an underspend by year end.	As previously reported
4045	Golf Club Membership Fees	This budget relates to the portion of season ticket income that is allocated to Seaford 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.	As previously reported	As previously reported
4100	Telecommunications			As reported to the former Golf & The View Committee last year, the broadband and telephone contract originally linked to The View. It was first thought the costs could be recharged, but The View tenant had arranged its own separate broadband service. As a result, the Town Council is incurring charges for broadband that is no longer in use. Officers had been exploring whether paying an early termination fee would be worthwhile, however, due to the Golf Course's location, replacing the service is not straightforward. Broadband suppliers have advised that extensive works may be needed to provide a new connection. Officers are still working with the Council's IT provider, Schools ICT, to explore alternatives such as 4G or satellite broadband. Until such alternatives have been found, the expenditure for this account will exceed the budget. At the time of the budget setting, it was thought the situation would be resolved but as the situation is ongoing, we are likely to be overbudget by approximately 40% at the year end.
4106	Stationery			The account is showing over budget due to increase in cost for ink cartridges required for a new printer.
4112	Subscriptions	This budget relates to the BIGGA membership which is paid in advance for the year. It is unlikely that there will be further expenditure this financial year.	As previously reported	As previously reported

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		18th September 2025 (Report 62-25)	27th November 2025 (Report 104-25)	5th March 2026 (Report 179-25)
4113	Software Support	The majority of these costs are paid 9 months in advance (due the the annual costs spanning two financial years).	As previously reported	Further costs are anticipated in relation to the Golf Club tills, which have increased beyond the original budget provision. This is expected to bring the total spend to approximately £2,800 by year end, resulting in the account being overspent by around 7%.
4114	Licence Fee	This relates to the radio licence that is paid in advance for the year.	As previously reported	As previously reported
4116	Website	Website costs are paid annually in advance.	As previously reported	Following the introduction of AGAR Assertion 10, it became clear the existing Golf Course website did not meet WCAG 2.2 Level AA standards. As compliance forms part of Assertion 10 and cannot be marked complete without a compliant website, a new provider was appointed to implement a WCAG-compliant site including accessibility setup, annual subscription and quarterly compliance monitoring. This requirement was not known at the time of budget setting therefore no budget was set.
4201	Cleaning & Hygiene	The majority of these costs relate to the soap and sanitary costs that are paid annually in advance.	As previously reported	With an apportionment of the annual soap and sanitary costs in February, it is likely that the account will be slightly overbudget by the year end.
4251	Dog Bin Emptying			The budget was set before the revised contract was agreed. The new contract has resulted in reduced costs across the relevant cost centres, leading to an underspend.
4272	Equipment		This spend within this account code relates to the purchase of a EZGO Ex Demo machine and a Pogo Pro as previously agreed by this committee. Whilst this shows the amount has exceeded budget, the funds were used by the Golf Machinery Capital earmarked reserve (EMR).	As previously reported
4279	Fire & Security	The majority of costs relate to the annual maintenance which is paid annually in advance.	As previously reported	Costs are over budget following the Intruder Alarm system upgrade and the replacement of a Duel Tech detector that was not anticipated when the budget was set.
102	Golf Course Capital Costs			
4155	Professional Fees			This budget is primarily intended to fund works associated with the 17th Green relocation. Any underspend will be requested for transfer to the relevant EMR at year end.
105	Salts Recreation Ground			
1023	Income Professional Fee Refund	This income relates to the reimbursement by LDC for the legal fees that STC incurred in respect of a piece of land at The Salts.	As previously reported	As previously reported
1025	Income Sponsorship	This income relates to the sponsorship of the Water Refill Station which is paid annually in advance.	As previously reported	As previously reported
1050	Income Rent	Total To Date Income Split: Tennis Tots - £55 Seaford & St Leonards Scouts - £651.72 Seaford Cricket Club - £300 Seaford Rugby Club - £1,000 Total - £2,006.72	Total To Date Income Split: Tennis Tots - £55 Seaford & St Leonards Scouts - £651.72 Seaford Cricket Club - £450 Seaford Rugby Club - £1,000 Total - £2,156.72	Total To Date Income Split: Tennis Tots - £55 Seaford & St Leonards Scouts - £651.72 Seaford Cricket Club - £600 Seaford Rugby Club - £1,000 Total - £2,306.72
1073	Sports Pitch Hire & Green Fees	Total to Date Income Split: Cricket - £1,293.60 Rugby - £187.20 Premier - £32.00 Sussex Community Stoolball Association (SCSA) - £550.40 Total - £2,063.20	Total to Date Income Split: Cricket - £2,049.60 Rugby - £590.40 Premier - £112.00 Sussex Community Stoolball Association (SCSA) - £895.20 Total - £3,647.20	Total to Date Income Split: Cricket - £2,049.60 Rugby - £1,334.40 Premier - £288 Sussex Community Stoolball Association (SCSA) - £1,195.20 Total - £4,867.20
1095	Tennis Court Income - Annual Pass	Tennis annual passes are typically purchased more frequently during the first three months of the financial year, although they can be bought at any time. The % of income is in the same region.	Although tennis annual pass sales have slowed as we move into the winter months, income already stands at 92.7% of the annual budget and is on track to achieve the full target by year end.	As previously reported with income now 100% of budget.
1096	Tennis Court Income - Pay & Play		As with the annual passes, the sales for Pay and Play sessions are now slowing, although income has already reached 92.6% of annual budget.	As previously reported, with income now at 97% of budget.
4018	Water Refill Maintenance	The expenditure is covered by the Ear Marked Reserve which is topped up with income generated from the sponsorship of the water refill station. This is the same for all Water Refill Maintenance accounts within this Committee.	As previously reported	As previously reported
4115	Insurance	Insurance costs are paid annually in advance.	As previously reported	As previously reported
4155	Professional Fees	The unbudgeted expenditure relates to costs for a new lease agreement and separate legal advice on a piece of the land. Part of the overspend has been offset by the income from LDC.	As previously reported	As previously reported
4251	Dog Bin Emptying			The budget was set before the revised contract was agreed. The new contract has resulted in reduced costs across the relevant cost centres, leading to an underspend.

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		18th September 2025 (Report 62-25)	27th November 2025 (Report 104-25)	5th March 2026 (Report 179-25)
4283	Playground	Expenditure appears significantly over budget at 161.5%. However, £11,545 of this was spent on installing a rubber safety surface, funded from the Playground EMR356.	As previously reported	As previously reported
106	Crouch Recreation Ground			
1050	Income Rent	<u>Total to Date Income Split:</u> Football - £637.50 Bowling - £637.50 Fitness Licence - £55 Total - £1,330	<u>Total to Date Income Split:</u> Football - £956.25 Bowling - £956.25 Fitness Licence - £55 Total - £1,967.50	<u>Total to Date Income Split:</u> Football - £1,275 Bowling - £1,275 Fitness Licence - £55 Total - £2,605
1051	Income Insurance Recharge	Insurance costs are recharged annually in advance.	As previously reported	As previously reported
1058	Income Water Recharge	The negative figure relates to an accrual for 24/25. Once the next recharge invoice is issued, the amount should broadly align with the budget.	-	-
1073	Sports Pitch Hire & Green Fees	<u>Total to Date Income Split:</u> Football Training & Games (main pitch) - £425.60 Mini Soccer (mini pitch) - £12.80 Bowling Green Fees - £0.00 (should be received in August) Total - £438.40	<u>Total to Date Income Split:</u> Football Training & Games (main pitch) - £1,216 Mini Soccer (mini pitch) - £96.00 Bowling Green Fees - £10,490.04 Total - £11,802.04	<u>Total to Date Income Split:</u> Football Training & Games (main pitch) - £2,025.60 Mini Soccer (mini pitch) - £230.40 Bowling Green Fees - £10,490.04 Total - £12,746.04
4115	Insurance	Insurance costs are paid annually in advance.	As previously reported	As previously reported
4155	Professional Fees	This unbudgeted expenditure relates to amendment to lease costs.	As previously reported	As previously reported
4251	Dog Bin Emptying			The budget was set before the revised contract was agreed. The new contract has resulted in reduced costs across the relevant cost centres, leading to an underspend.
4261	General Maintenance	The expenditure is showing a high % due to necessary tree works and a security rail fencing in the gardens.	As previously reported	As previously reported
107	Martello Fields			
1050	Income Rent			Income is not expected to meet the annual budget, as neither the Circus nor the Funfair made a booking during this financial year.
4115	Insurance	Insurance costs are paid annually in advance.	As previously reported	As previously reported
4251	Dog Bin Emptying			The budget was set before the revised contract was agreed. The new contract has resulted in reduced costs across the relevant cost centres, leading to an underspend.
108	Other Open Spaces			
1050	Income Rent			This relates to the wayleave rent that is received annually.
1098	Income Grass Cutting	This income is the grant given by ESCC towards the annual grass cutting.	As previously reported	As previously reported
1099	Income BT Openreach Pole			This income relates to the reimbursement by BT Openreach for legal costs incurred negotiating a new wayleave agreement for their apparatus to be installed on STC's land.
4052	Water & Sewerage	The negative figure relates to an accrual for 24/25. Once the next invoice is issued, the amount should broadly align with the budget.	As previously reported	The account is projected to be under budget by year end due to a £75 credit issued by the water company for an unplanned interruption.
4251	Dog Bin Emptying			The budget was set before the revised contract was agreed. The new contract has resulted in reduced costs across the relevant cost centres, leading to an underspend.
4262	Trees for Seaford	This unbudgeted expenditure relates to the return of funds for Trees for Seaford (residents donations) being held by STC in an EMR.	As previously reported	As previously reported
116	Seaford Head Estate			
1011	Income Filming	It is pleasing to note that filming income has already exceeded the budget. This budget line is always difficult to forecast accurately, as filming requests are unpredictable from year to year.	Filming has continued at a good steady pace with income now 56% above the annual target.	As previously invoiced
1021	Income South Hill Barn			When the budget was set, it was anticipated that the barn area may generate hire income. However, to date there have been no bookings, primarily due to the lack of utilities currently available at the site. No income has therefore been included within the budget in the future budgets.
1050	Income Rent			This income relates to the rental of land and has been fully received for the this year.
1200	Income Nature Reseve	This unbudgeted income relates to the donations received at South Hill Barn.	As previously reported	As previously reported
4115	Insurance	Insurance costs are paid annually in advance.	As previously reported	As previously reported

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		18th September 2025 (Report 62-25)	27th November 2025 (Report 104-25)	5th March 2026 (Report 179-25)
4155	Professional Fees	This overbudgeted expenditure relates to the traffic suvery and works to Hope Gap Steps. All the additional expenditure will be offset by the Seaford Head/South Hill Barn EMR.	As previously reported	As previously reported
4251	Dog Bin Emptying			Although the revised contract resulted in an overall reduction in costs across the relevant cost centres, the budget allocation between sites was incorrect when set. The Golf Course budget was overstated, while the Seaford Head provision was understated. As a result, this cost centre now shows a slight increase against budget, despite the overall contract cost being lower
4261	General Maintenance		The expenditure within this account code relates to the work at Hope Gap Steps and which is covered by the Seaford Head EMR.	As previously reported
4274	Projects Expenditure		The expenditure within this account code relates to the move of the compostable toilets from the Seafront to South Hill Barn. Costs were slightly higher than anticipated due to the unexpected need to hire a hiab crane vehicle.	As previously reported
4500	Nature Reserve	These costs relate to the Sussex Wildlife Trust's annual management fees which are paid annually in advance.	As previously reported	As previously reported
4501	Filming Expenses	Filming expenditure has also exceeded budget, as this is calculated at 20% of the income received. This increase is not a cause for concern, as it is directly proportionate to the higher level of income achieved.	As previously reported	As previously reported
4502	Toilet Hire		The unbudgeted expenditure covered the need for additional toilets over the busy summer period prior to the Compostables being relocated and installed.	As previously reported
117	Seafront			
1011	Income Filming	It is pleasing to note that filming income has already exceeded the budget. This budget line is always difficult to forecast accurately, as filming requests are unpredictable from year to year.	Filming on the Seafront has become more popular this year with the anticipated budget being exceeded by 125%.	As previously reported
1025	Income Sponsorship	This income relates to the sponsorship of the Water Refill Station which is paid annually in advance.	As previously reported	As previously reported
1058	Income Water Recharge			This is currently showing a negative figure due to an accrual raised for income relating to the previous financial year. However, this now relates to the Concession cost centre so this will be corrected before the year end.
1084	Income Promenade		Unbudgeted income arises from a fitness licence and a 10K run. Given the irregular nature of promenade bookings, it is prudent not to budget for this income.	As previously reported
1092	Income General Maintenance		This income relates to the reimbursement for vegetation work at Marine Parade that was carried out by the Town Council on behalf of ESCC.	As previously reported
4052	Water & Sewerage			This is currently showing a positive figure due to an accrual raised for expenditure relating to the previous financial year. However, this now relates to the Concession cost centre so this will be corrected before the year end.
4115	Insurance	Insurance costs are paid annually in advance.	As previously reported	As previously reported
4261	General Maintenance	The expenditure is showing a high % due to necessary works to the lighting behind the Martello beach huts.	As previously reported	As previously reported. It is likely that this account could reach £7,500 by year end.
4501	Filming Expenses	Filming expenditure has also exceeded budget, as this is calculated at 20% of the income received. This increase is not a cause for concern, as it is directly proportionate to the higher level of income achieved.	As previously reported	As previously reported

Glossary

EMR	Earmarked reserves
ESCC	East Sussex County Council
GOSCA	Golf, Open Spaces & Climate Action Committee
LDC	Lewes District Council
STC	Seaford Town Council



Seaford Town Council

Report No:	178/25
Agenda Item No:	8
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Proposals for the Gravel Strip Alongside the Esplanade, Adjacent to the Martello Tower
By:	Peter Cousin, Head of Place
Purpose of Report:	To present the review of options available for the gravel strip and seek Committee's approval to further investigate the preferred option

Actions
The Committee is advised:
1. To consider the options presented within the report and the recommendation of officers to prevent vehicular access to the gravel strip (via the placement of bollards). 2. To move to a vote on the recommendations below.

Recommendations
The Committee is recommended:
1. To note the contents of the report. 2. To instruct officers to design and cost the option of bollards along the edge of the gravel strip and present a costed proposal to Full Council for consideration and approval.

1. Introduction

- 1.1 In accordance with Strategy 2.4C of the Town Council's 2025 – 2027 Strategy Programme, officers have been exploring options for the gravel

strip that runs adjacent to the southern side of Esplanade north westwards from the Martello Tower.

- 1.2 Due to the substantial work that would be required to work up a complement of fully costed options, officers are seeking the Committee's approval to design and obtain quotes for the recommended option only. In the absence of a budget for these works in the 2026 – 2027 financial year, a costed proposal would need to be presented to Full Council for final approval.

2. Information

- 2.1 The gravel strip is an approximately 137m long thin stretch of land owned by the Town Council, located northwest of the Martello Tower, sandwiched between the edge of Esplanade and the promenade sea defence wall. Although it is not designated as a car park it is frequently used as an unofficial parking area, particularly by campervans. **Appendix A** shows an aerial map of the area.
- 2.2 East Sussex County Council officers have advised it is problematic for parking enforcement purposes because it sits behind the double yellow lines. Historically, erroneous signs have been erected stating 'cars only', however the County Council has advised they will be taking these down as they are causing confusion and complaints and, critically, they are not legally binding.
- 2.3 Due to its close proximity to the highway, depending on the design of the intervention, anything constructed in the gravel strip to prevent parking is likely to require consent from the Highways Authority (East Sussex Highways) and therefore is likely to need to be "passively safe", meaning if a vehicle were to strike it, it would need to yield for safety reasons.
- 2.4 The following options have been considered for the gravel strip:
 - (a) Do nothing: this would allow vehicles to continue parking along the strip as currently. Although there would be no immediate costs for this, longer term it may be deemed necessary to make repairs to the strip to prevent it causing damage to vehicles, posing a risk to pedestrians etc.
 - (b) Adopt as a car park: beyond doing nothing, adopting the strip as a formal car park with no changes would be the cheapest option. This

would, however, still require a Traffic Regulation Order (TRO) for the Town Council to be able to commission the County Council to enforce parking on the strip. The County Council would look to cover its cost on undertaking a TRO, this could cost approximately £5,000, although may be cheaper. County Council officers have advised they will not enforce different rules for campervans than for cars so with this option, campervans would continue to be able to legally park along the strip.

- (c) The idea has been put forwards that parking spaces could be slanted to discourage longer vehicles parking. However, officers understand that vehicles are allowed to extend beyond the footprint of a parking space by up to a third of the length of the vehicle, so this would not prevent longer vehicles parking, and would likely block the Esplanade which, in turn, would cause traffic issues.
- (d) Place bollards along the edge of the strip to render it inaccessible to vehicles: due to the requirement for them to be passively safe, the cost is likely to be significant. Officers estimate this option may cost in the region of £10,000.
- (e) Adding planters to the area: Officers have not been able to obtain quotes for this work, and costs will vary significantly depending on the design and types of planting, but costs are likely to be in excess of £30,000. If this option is to be considered, officers would recommend low maintenance, low water planting, similar to the new look Carpet Gardens in Eastbourne. It is doubtful that planters could be made to yield in the event of a strike and therefore this option may not obtain the consent of the Highways Authority.

3. Officers Recommendation

- 3.1** Officers recommend the option of placing bollards along the edge of the gravel strip be pursued for the reasons set out below.
- 3.2** Officers have received large amounts of feedback that the current parking on the gravel strip by campervans is undesirable by local residents and councillors; in addition including via the recent Lewes District Parking Review survey.

- 3.3 As things stand, the gravel strip is not a formal car park, and therefore parking regulations cannot be enforced on it.
- 3.4 Turning the strip into a formal car park will not remove the problem of campervan parking.
- 3.5 To allow the gravel strip to be used for other purposes in the future whilst also preventing parking, the best and most affordable solution is to bollard off the strip.

4. Other Considerations

- 4.1 Officers are aware of suggestions by councillors that the land within the gravel strip could be potentially used to provide extra permanent toilet facilities (near the Martello) and/or cycle racks. Clearly these are discussions for a later stage as the need to prevent vehicular access is paramount. Once this is resolved it will then be possible to revisit whether the Town Council wishes to make use of the void space for any useful longer term purpose.
- 4.2 For the summer of 2026, officers plan to install temporary toilets onto the gravel strip, at its widest point by the Martello, to increase toilet provision in the vicinity recognising the existing provision is insufficient during busy times. A budget has already been assigned for this.

5. Financial Appraisal

- 5.1 There are no direct financial implications as a result of this report.
- 5.2 The cost of installing bollards to prevent parking on the gravel strip is estimated to be in the region of £10,000. If approved by Committee, officers will work up the proposal more fully, obtain quotes and then bring a fully costed proposal back to Full Council for final approval. There are Community Infrastructure Levy (CIL) funds remaining that need to be spent by October 2027 – it is therefore likely that officers would be seeking Full Council's approval to utilise CIL monies for these works, rather than this having to be met from General Reserves.

6. Contact Officer

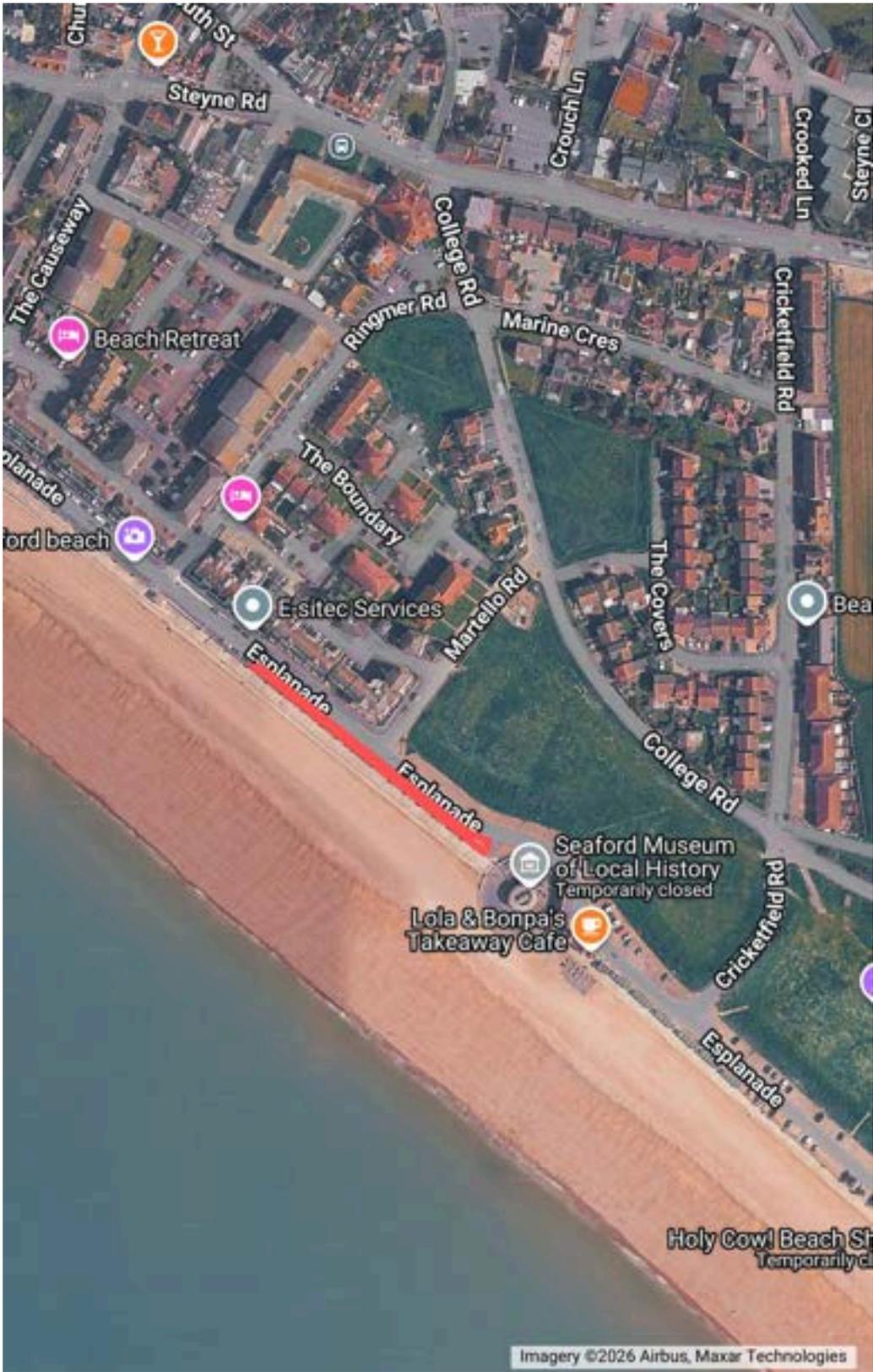
- 6.1 The Contact Officer for this report is Peter Cousin, Head of Place.

Gravel Strip

Untitled layer



Gravel Strip





Seaford Town Council

Report No:	176/25
Agenda Item No:	9
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Seaford Biodiversity Audit Proposal
By:	Peter Cousin, Head of Place
Purpose of Report:	To request that the Committee provides Town Council support for a Biodiversity Audit of Seaford

Actions

The Committee is advised:

1. To note the contents of the report
2. To move to vote on the recommendations below.

Recommendations

The Committee is recommended:

1. To note the contents of the report
2. To give the Town Council's support for Seaford Natural History Society to undertake the Seaford-wide Biodiversity Audit.

1. Introduction

- 1.1** Officers have been approached by Seaford Natural History Society with a request for the Town Council to lend its support for the Society's Biodiversity Audit of Seaford.

2. Information

- 2.1** The Society has provided the information below (points 2.2 – 2.8) regarding their plan to conduct a Biodiversity Audit in Seaford and request the Town Council's support.

- 2.2** *Seaford Natural History Society is planning to carry out a biodiversity assessment of the Seaford area over the next few years. This will cover all taxa, but particularly plants, birds, mammals, amphibians, butterflies, moths and other insects.*
- 2.3** *The area to be covered has yet to be finally decided, but will be from the River Ouse at Newhaven to the River Cuckmere and inland as far as Exceat and Cradle Valley. It will cover all of the Seaford Town Council area, including private gardens.*
- 2.4** *The main objectives are:*
- to bring together existing records and biodiversity information from across the area,*
 - to provide an assessment of this information as regards status of species and habitats to help support land managers,*
 - to provide a base for future monitoring of change,*
 - to help identify potential 'green corridors',*
 - to identify gaps in knowledge to help focus future surveys,*
 - to involve local communities and schools in recording biodiversity.*
- 2.5** *The main information sources will be: (a) Sussex Biodiversity Records Centre, (b) Society surveys and records, and (c) records from other local specialists.*
- 2.6** *The full area to be covered, partners, survey and data storage techniques are still under discussion. The principal idea is to help inform land management decisions, e.g. by Seaford Town Council, National Trust and Sussex Wildlife Trust, as well as raising awareness of biodiversity issues within the local community.*
- 2.7** *We welcome involvement from other local specialists or anyone with other relevant information. We also welcome support and advice from those who have undertaken similar audits elsewhere.*
- 2.8** *The request is purely for our official support of the audit and to share communications. The request does not have any financial requirements with it.*
- 2.9** *Officers recommend that the Committee provides its support, on behalf of the Town Council, for the Seaford-wide Biodiversity Audit.*

3. Financial Appraisal

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

4. Contact Officer

4.1 The Contact Officer for this report is Peter Cousin, Head of Place



Seaford Town Council

Report No:	175/25
Agenda Item No:	10
Committee:	GOSCA
Date:	5 March 2026
Title:	High and Over – Improvements to Access and Biodiversity
By:	Peter Cousin, Head of Place
Purpose of Report:	To update the Committee and seek approval of proposals for improvements to High and Over

Actions

The Committee is advised:

1. To consider the proposals set out within the report.
2. To move to a vote on the recommendations below.

Recommendations

The Committee is recommended:

1. To note the contents of the report
2. To approve that, subject to sufficient external funding being achieved, the proposed improvement works are undertaken at High and Over, as set out within the report.
3. To approve that, subject to the externally funded improvement works taking place, the Head of Place be delegated power to enter into a grazing licence for High and Over with the National Trust's tenant for Frog Firle, for a period of three years.

1. Introduction

- 1.1 Strategy 6.3C of the Town Council's Strategy Programme 2025 – 2027 sets out to work with the South Downs National Park Authority (SDNPA) and the

National Trust to restore the path and make improvements to access and conservation at High and Over by March 2027.

- 1.2 High and Over car park and a small surrounding area of approximately 1.35 hectares is owned and managed by the Town Council (see **Appendix A**). The car park is well used and includes one disabled space. The area surrounding the Town Council's land is owned by the National Trust.
- 1.3 High and Over offers unparalleled views of the Cuckmere Valley and the sea, as well as access to the National Trust-owned White Horse chalk hill figure.
- 1.4 The area has become heavily overgrown with scrub and the footpaths have declined into varying states of disrepair. Officers wish to see management of the site improved, with better management for wildlife, an improved visitor experience with interpretation on the nature and history of the site, and improved access to the viewpoint.
- 1.5 The proposal to achieve this is for scrub clearance works to be take place onsite – through grazing on the Town Council's land – levelling and improvements to footpaths, and new interpretation onsite.
- 1.6 This would be a partnership project delivered by the National Trust and Town Council. The Committee is asked to approve the improvement works, subject to external funding being sought, and subject to these works taking place, to delegate power to the Head of Place to enter into a grazing licence with the National Trust's Frog Firle tenant.

2. Information

- 2.1 Scrub Clearance – Grazing:
- 2.2 The area owned by the Town Council has become heavily overgrown with scrub of a similar age, offering little in habitat diversity
- 2.3 It is proposed that the introduction of grazing (cattle, goats and potentially sheep) to the site would break up scrub, introducing diversity into the area, creating open areas for grassland species, and bringing diversity in the age structure of the scrub.
- 2.4 The most practical way to introduce grazing to the Town Council's land is to allow herds from the National Trust's land to be able to move freely across the Town Council's land. Currently there is no fencing between the Town Council's land and National Trust's land. There is some fencing within the

National Trust land that prevents some livestock movement, though the majority of livestock on the National Trust land is fenced in using temporary electric fencing.

- 2.5** Due to the lack of fencing between the National Trust Land and the Town Council land, alongside the risk of bovine tuberculosis in the area, it would only be possible to graze the site using the same herds as the National Trust i.e. the Town Council could not seek to introduce another herd onsite. Additionally, there is no water available on the Town Council's land, so any livestock would need to access the National Trust's land for water.
- 2.6** The National Trust's current tenant at Frog Firle has been approached and would be happy to extend the grazing area to include the Town Council's land.
- 2.7** Grazing Licence:
- 2.8** In order to carry out the grazing, a grazing licence would be required. The grazing licence would be for a short duration – anticipated at three years – for the sole purpose of grazing. To avoid the licence being misinterpreted as a tenancy or disposal of land, the licence would be carefully worded to ensure that the licensee would have no legal interest in, or exclusive possession of, the land. The licensee would also not be permitted to erect any structures or store machinery on the land.
- 2.9** Whilst grazing licences are often seasonal arrangements, to achieve the scrub clearance and benefit to the land that the Town Council is striving for, a licence for one season would not suffice to see the improvements come to fruition.
- 2.10** Due to the improvements to the Town Council's land as a result of this grazing, there is no proposed licence fee to be charged to the licensee.
- 2.11** Due to the short duration and specific purposes of the grazing licence – which separate it from longer or broader tenancies – the Committee is being asked to delegate power to the Head of Place to finalise and execute the grazing licence.
- 2.12** Interpretation Panels:
- 2.13** There are significant points of interest in the area - including the view, the Bronze Age bowl barrow, the William Reed Jeffreys Memorial, and walks in

the area - the plan would be to add interpretation panels to the car park to highlight the nature and heritage onsite.

2.14 Proposed Works:

2.15 In order to facilitate the above, the proposal is as follows:

- (a) Removal of fencing on National Trust land that currently prevents some livestock from accessing the site
- (b) Creation of new stock fencing around the car park and along the road to keep grazing animals enclosed, including accessible gates and post and rail fencing to either side of the gates
- (c) Award a grazing licence to the National Trust's Frog Firle tenant with the express purpose of grazing
- (d) Removal of some dense scrub above the White Horse to open up viewpoints and improve diversity of age structure in scrub
- (e) Levelling and improvements to the footpath from the car park as far as the William Reed Jeffreys Memorial to improve access.
- (f) Repairs and improvements to other footpaths including to steps close to the White Horse (the top two steps are owned by the Town Council, further steps are owned by National Trust)
- (g) Creation of a new interpretation panel in the car park, highlighting points of interest including the view, the Bronze Age bowl barrow, the William Reed Jeffreys Memorial, and walks in the area.

2.16 The gates being installed at 2.15 b above will ensure continued access to the Right of Way onsite (Licensed Footpath, Frog Firle LF02, SEA/LF036/1). The footpath runs across both Town Council and National Trust land, with the proposed gate being installed at the access point to the footpath from the car park i.e. on Town Council land.

2.17 External Funding:

2.18 Officers have held a meeting on site with the SDNPA Ranger for the area who is supportive of the proposal and recommends applying for SDNPA CIL (Community Infrastructure Levy) funding.

2.19 This funding will be necessary to cover the costs of the work required for the fencing onsite (see 2.15 a & b above), as there is no budget provision for this and the grazing cannot be carried out onsite without the fencing in place.

2.20 CIL applications must be made by the end of March 2026 to be awarded in October 2026. This would allow the works to be undertaken in the autumn / winter of 2026 - 2027.

2.21 Next Steps:

2.22 Should approval be achieved and the SDNPA CIL funding application be successful, then officers would undertake the following prior to any works being undertaken.

(a) Advertising consent for the new interpretation panels

(b) Obtaining Natural England's consent (as some of the site is in the Site of Special Scientific Interest) to undertake the works

(c) Apply for a Section 147 license (Highways Act 1980) from East Sussex County Council, to erect a gate across a right of way.

(d) Complete legal registration of the land with the Land Registry (this is one of the assets covered by the Land Registration Project, approved by Full Council on 11 September 2025).

3. Financial Appraisal

3.1 The Town Council has a budget of £2,000 assigned for these works in the 2026 – 2027 financial year. This budget will not cover the cost of all the works required onsite and, as such, can be used to part or match fund the external funding obtained.

3.2 Officers will be required to obtain advertising consent for the interpretation panels at the cost of £168. This cost will be met from the project budget of £2,000.

3.3 The costs associated with the registration of the land have already been approved by Full Council on 11 September 2025, so this cost is already accounted for..

3.4 There are no other financial implications of this report because all other work will be funded by SDNPA CIL, if successful. Should the SDNPA CIL funding application be unsuccessful, officers will reconsider this project and bring forward a further report with recommendations in due course.

4. Contact Officer

4.1 The Contact Officer for this report is Peter Cousin, Head of Place.

Report 175/25 Appendix A

High & Over – Land Ownership & Site Map

Solid blue outline = Town Council ownership

Dotted green outline = National Trust ownership

Hatched brown lines = car park area

Orange dot = William Reed Jefferys Memorial

Dashed black line = right of way

Black dot = proposed accessible gate to retain access to right of way



Note to councillors – printed copies of the agenda will be in black and white. Please refer to the electronic version of the agenda for a colour version of the above map.



Seaford Town Council

Report No:	174/25
Agenda Item No:	11
Committee:	Golf, Open Spaces & Climate Action
Date:	5 March 2026
Title:	Countryside Stewardship Higher Tier Scheme - Seaford Head Local Nature Reserve and Seaford Head Golf Course
By:	Peter Cousin, Head of Place
Purpose of Report:	To gain the Committee's recommendation to Full Council to enter into a five year Countryside Stewardship Higher Tier Agreement to facilitate crucial improvement works to the Site of Special Scientific Interest at Seaford Head

Actions
The Committee is advised:
1. To note the contents of the report 2. To move to a vote on the below recommendations

Recommendations
The Committee is recommended:
1. To recommend to Full Council to approve that officers enter into a five year Countryside Stewardship Higher Tier Agreement. 2. To recommend to Full Council to approve the spend on capital works, to be partly reclaimed from the Rural Payments Agency.

1. Introduction

- 1.1 Strategy 2 of the Town Council's Interim Climate Action Plan – as adopted by Full Council on 29 January 2026 – is a commitment to devise a plan to

improve the status of the Site of Special Scientific Interest (SSSI) on Seaford Head from 'declining' to 'recovering'.

- 1.2** The Seaford Head SSSI covers part of the Seaford Head Local Nature Reserve, that is managed on the Town Council's behalf by Sussex Wildlife Trust, and parts of the Seaford Head Golf Course, that is managed by the Town Council's inhouse greenkeeping team. Natural England is the Government department responsible for designating, monitoring and protecting SSSIs.
- 1.3** Officers are working with Sussex Wildlife Trust and Natural England to develop a plan to move the site towards 'recovering' status, which will likely include the creation of 'rides' through areas of dense scrub, removal of bramble on chalk grassland areas, and increased grazing across the site to target problem areas.
- 1.4** In order to cover the majority of the costs associated with this work, officers recommend that the Town Council enters into the Countryside Stewardship Higher Tier (CSHT) Scheme. The CSHT Scheme offers a great opportunity to undertake important restoration work through a capital programme, albeit still requiring 20% funding from the Town Council.

2. Information

- 2.1** Officers are anticipating that the plan for improvement works should be devised by the end of May 2026. However, in order to progress the improvement works this year, the Town Council will need to apply to enter into the CSHT Scheme sooner to fund the works.
- 2.2** Natural England provides technical advice on CSHT Schemes and devises CSHT agreements. The CSHT Scheme is administered by the Rural Payments Agency (RPA), which is an executive agency of the Government's Department of Environment, Food & Rural Affairs (DEFRA), that manages a variety of schemes and distributes any associated grant funding.
- 2.3** Natural England will work with the Town Council and Sussex Wildlife Trust to create an agreement that sets out how the land will be managed for the betterment of nature. One CSHT agreement will cover all of the Town Council's land within the SSSI i.e. both the Nature Reserve and Golf

Course. A five-year CSHT agreement is recommended to cover the required works.

- 2.4** The CSHT agreement will consist of land management practices – initially there are ‘base’ actions, with ‘supplemental’ actions that can be applied for if the corresponding base action has been applied for.
- 2.5** The funding granted through the CSHT Scheme is assigned in two parts: an annual payment for the ongoing management of the land and capital payments to carry out specific capital works to make improvements to the land, both in accordance with the agreement.
- 2.6** Annual Payments:
- 2.7** The annual payment is calculated by identifying the different types of land management practices onsite and the area (in hectares) that is being managed. Town Council officers and Sussex Wildlife Trust are confident that the following actions can be claimed for:
- (a)** Manage priority habitat species-rich grassland (25.07 hectare)
 - (b)** Cattle grazing supplement (non-moorland) (16.9 hectare)
 - (c)** Difficult site supplement (16.9 hectare)
- 2.8** If the above is agreed for inclusion in the CSHT agreement, this would achieve an annual grant of £18,776.18. Over the five-year term of the agreement this would total £93,880.90.
- 2.9** Officers are investigating the possibility of applying for additional supplements, these actions being:
- (a)** Increasing the area of ‘difficult site supplement’
 - (b)** Increasing the area of ‘manage priority habitat species-rich grassland’
 - (c)** Native breed at risk’ supplement
 - (d)** Manage scrub and open habitat mosaics
- 2.10** It is not yet known what additional funding would be applied to the annual payment as a result of these supplements, as this is dependent on the application for these actions qualifying and what hectareage would be eligible to be included.
- 2.11** Capital Payments:
- 2.12** The Town Council would be required to carry out the capital works associated with the CSHT agreement within the next three years. The

CSHT capital grant would only cover 80% of the cost of the works, the Town Council would therefore be liable for the remaining 20%.

- 2.13** The maximum estimate of the costs of the capital work is £125,000 per year for three years (£375,000 in total). The Town Council's contribution would therefore be an estimated maximum of £25,000 per year for three years.
- 2.14** However, the cost of the capital works would need to be met upfront by the Town Council and then the 80% claimed back once the work has been completed.
- 2.15** With regards to the capital works, the main purpose of this is to create new rides through the scrub areas, increasing the diversity of these areas and improving the mosaic of habitats. The exact locations of the new rides are being carefully identified in order to maximise the biodiversity gain whilst also protecting important existing habitats. These will be agreed with Natural England over the next few months. Once these rides have been identified, quotes for the works would be sought.
- 2.16** Officers would like to note the considerable work that has been done by Sussex Wildlife Trust to progress this work to this stage.
- 2.17** CSHT Agreement Implications:
- 2.18** The CSHT agreement will be a positive addition to enable important improvement works to take place onsite. The agreement is carefully crafted for the site in question and the realistic actions available to achieve the outcome of benefitting the environment.
- 2.19** The SSSI designation onsite is a statutory legal designation to protect the country's wildlife, underpinned by the Wildlife & Countryside Act 1981. This site being in 'declining' status triggers increased scrutiny on land management by Natural England and required restoration actions and conservation measures. The Environment Act 2021 aims to force action on 'declining' and 'recovering' SSSIs to achieve 'favourable' status by 2042. The CSHT Scheme provides the Town Council the opportunity to increase the status of its SSSI through specific, tailored land management practices.
- 2.20** With regards to the CSHT agreement, failure to comply with this can lead to serious financial and legal consequences, ranging from reduced payments to total contract termination and repayment of funds. The discussions

between the Town Council, Sussex Wildlife Trust and Natural England at the stage of devising the plan and agreement are therefore crucial to ensure that the parties are committing to actions that are aspirational and impactful but can be achieved.

3. Financial Appraisal

- 3.1** By entering into the CSHT agreement, assuming that the Town Council continues to deliver its management commitments, the Town Council will receive an annual grant of approximately £18,776.18 for the five years of the agreement (£93,880.90 in total). These revenues are still estimates at this stage.
- 3.2** To deliver the capital works, the Town Council will have to make upfront payments of up to £125,000 per year for the first three years of the agreement, though 80% (up to £100,000 per year) can be reclaimed leaving a total cost of £25,000 per year (£75,000 across the three years). The Town Council has sufficient reserves to cover the full payment during the financial year whilst it awaits payment of the reclaimed amounts.
- 3.3** There is no budget allocation in place for these capital works in the 2026 – 2027 financial year. As such, Full Council’s approval is required to incur this unbudgeted spend of approximately £25,000 for the first year.

4. Conclusion

- 4.1** The CSHT Scheme provides the opportunity required to increase the status of the Town Council’s SSSI and meet the Town Council’s duties to manage the land for the betterment of the environment. The capital works being proposed within the CSHT agreement are critical to achieving the required improvements onsite.
- 4.2** Through the CSHT Scheme, the Town Council has access to vital funding to enable the necessary improvement works to be carried out onsite.
- 4.3** Due to the Town Council not having a budget in place to fund its 20% contribution to the cost of the capital works, the Committee is asked to make a recommendation to Full Council that approval be given to enter into the CSHT Scheme and £25,000 be assigned from General Reserves to meet the Town Council’s contribution. A budget will be assigned in future financial years in accordance with the CSHT agreement to cover the Town Council’s contribution.

5. Contact Officer

5.1 The Contact Officer for this report is Peter Cousin, Head of Place