



SEAFORD TOWN COUNCIL



RECRUITMENT PACK

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



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WELCOME FROM THE MAYOR

Thank you for requesting this information pack about Seaford. Hopefully it will answer your initial questions about who we are and what we do.

Seaford is the biggest town in the Lewes district and is often described as “a hidden gem” between Eastbourne and Brighton. The Town Council owns numerous valuable assets around the town including Seaford Head and is responsible for many of the services and concessions on the beautiful seafront. We have a population of more than 25,000 people and a lively community serving the interests of local residents.



Tourism is a rapidly rising activity with large numbers of both national and international visitors coming to view the iconic Seven Sisters white cliffs view point from Seaford Head. We are working hard to balance the challenge of welcoming them in ways to benefit the local economy whilst protecting the wonderful green spaces and wildlife diversity that make Seaford so special.

A structural review of activities and staffing in 2024 recommended further recruitment to enhance and support the ambitious Strategic Plan agreed in 2023. The proposed Local Devolution Plans for Sussex including a Unitary Authority are likely to have significant impact on the roles and responsibilities placed on the Town Council in the future, serving to strengthen and further enhance the importance of parish and town councils.

We are a friendly and supportive team of councillors and officers who welcome new ideas and new colleagues.

I hope that you find this information useful. Please make contact or arrange a visit, particularly if you are not already familiar with Seaford itself. We look forward to hearing from you.

Good luck with your application!

Councillor Maggie Wearmouth

Mayor of Seaford 2025 - 2026



WELCOME FROM THE TEAM

In 2024, the Town Council team came together to agree our mission and vision as a team:

Mission

We work together to enable Seaford communities and the Town Council to thrive.

Vision

To work together as a team to empower innovation, strive for excellence and celebrate success.

Seaford Town Council offers a truly great place to work but don't take our word for it. Our own team have said the following:

- 'No micromanagement, we are trusted to do a good job
- We have a collaborative culture, with a non-hierarchical style of working
- We are given the tools we need to do a good job
- Your opinion is always welcome
- We are always looking at new and innovative ways of working
- We are a team and help each other out'



SEAFORD TOWN

Seaford is a town that attracts a variety of descriptions depending on where you read and who you speak to.

To some it is a seaside town, a rambling destination, a shopping location, a hub of community groups, a cultural or heritage haven, a family-friendly town – the list goes on...

Rather than recreate the descriptions that are plentiful online (including our very own website), we wanted to give you an insight as to how we see the town. Our councillors and officers have shared a fantastic array of words to describe what the town means to them:

BRACING **WHOLESOME** **DESTINATION** **MEMORIES**

COAST COMMUNITY **BEACH HUTS** **NATURE**

FRIENDLY **CHALK** **FRESH** PEACE

GOLF **HISTORY** UNASSUMING **KITTIWAKES**

TIDE WINDY **HOME** **PEOPLE**

18TH TEE BREATH-TAKING

SAFE POTENTIAL **SEAFRONT**

ACTIVE **STROLLING** TRANQUILITY



THE TOWN COUNCIL

Seaford Town Council recently celebrated its 25th anniversary, having been created in May 1999. The Town Council is made up of a team of 22 council officers and 20 councillors, who work closely together and with the community to secure Seaford's best future.

Councillors are elected by residents and look after specific areas (wards) for the period they are elected, usually four years. Councillors work together, as a corporate body, to ensure that the Town Council continues to represent the needs of the town, its residents and visitors.

The Town Council appoints a councillor as Mayor of Seaford on an annual basis (usually in May). The role and responsibilities of the Mayor of Seaford are set out within the [Mayor's Portfolio](#) available to view online.

Council officers are employed by the Town Council and work to deliver the strategy and decisions of the Town Council. Officers also play a key role in ensuring councillors are kept informed and supported to do their roles.

[Municipal services within Seaford](#) are provided by three tiers of local government – the County Council (East Sussex), the District Council (Lewes) and the Town Council. While working closely together for the town, each authority has its own areas of responsibility and service delivery.

The [Town Council's Strategic Plan](#) is available to view online.



OUR TOWN COUNCILLORS



SAM ADENIJI



SHAH ALI



LIZ BOORMAN



CHRISTINA BRISTOW



ROD BUCHANAN



SYLVIA DUNN



STEPHANIE DUBAS



FREDDIE HOAREAU



OLIVIA HONEYMAN



RICHARD HONEYMAN



JIM LORD



SALLY MARKWELL



OLLY MATTHEWS



JAMES MEEK



GEOFF RUTLAND



LINDSAY STIRTON



RUTH STIRTON



IMOGEN TAYLOR



LINDA WALLRAVEN



MAGGIE WEARMOUTH

To find out more about our Councillors click [here](#)



OUR STAFF

Staff Structure

In December 2024, the Town Council agreed changes to its staff structure within the office teams in order to ensure more capacity within the team, address skills gaps or those in areas of responsibility and also future proof the Town Council and ensure greater resilience.

The revised staff structure is included overleaf.



WHY WORK WITH US

What can Seaford Town Council offer you as an employer?

Holidays

- As a casual worker for the Town Council, you will be paid for all hours worked. Your pay will include an element of holiday pay, which is incorporated into your hourly rate and paid in line with current legislation as “rolled-up” holiday pay
- You are entitled to 5.6 weeks of paid annual leave per year, calculated on a pro-rata basis according to the hours you work
- Due to the irregular nature of casual hours, holiday pay will be paid alongside your regular earnings rather than at the time leave is taken

Pension Scheme

- Generous Local Government Pension Scheme available, currently at: 20.1% employer contribution and 5.5%-6.8% employee contribution
- There is also an alternative scheme, NEST, currently at 3% employer contributions and 5% employee contribution, if you are eligible

Salary

- Seaford Town Council is proud to pay wages above the National Minimum Wage. Salary rates are reviewed annually by authorised national bodies, with updates provided to the Council to reflect changes in the cost of living

Training and Development

- We offer a range of training sessions online to all our employees and workers as part of compliance and to support personal development

Continued overleaf...



Continuous Service

- The Town Council recognises continuous service and rewards an extra three days after five years of service

Benefits*

- Discount on food at The View
 - Reduced corporate membership at Wave Leisure
 - Eye test and glasses for DSE use contributions
 - Access to confidential 24/7 counselling
- (*non-contractual)

Wellbeing

- The Town Council is committed to supporting it's workers and all employees and their wellbeing
- The Council adopts a supportive and caring approach to it's workers and employees in their times of need including bereavement, assessment of reasonable adjustment/s

Regularly updated risk assessments for the Town Council's activities and dedicated officers ensuring the health and safety of all staff. Employment with a stable local government employer An employer that understands its duty of care to its employees