



Seaford Town Council

Agenda

Extraordinary Full Council Meeting

Tuesday 30 June 2026

To the Members of the Full Council, you are summoned to attend a meeting as follows:

Meeting Date	Tuesday 30 June 2026
Meeting Time	7.00pm
Meeting Venue	Cross Way Church, Clinton Place, Seaford, BN25 1NP
Members	Councillors S Adeniji, S Ali, L Boorman, C Bristow, R Buchanan, S Dubas, S Dunn, F Hoareau, O Honeyman, R Honeyman, J Lord, S Markwell, O Matthews, J Meek, G Rutland, L Stirton, R Stirton, I Taylor, L Wallraven, and M Wearmouth

Steve Quayle, Town Clerk

18 June 2026

PLEASE NOTE:

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

For further information about items on this Agenda please contact:

Email: meetings@seafordtowncouncil.gov.uk

Telephone: 01323 894 870

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

AGENDA

1. Apologies for Absence

To receive details of any apologies for absence.

To approve or not the reasons for absence.

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

2. Disclosure of Interests

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

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

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

3. Public Participation

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

4. Petitions

In accordance with the Town Council Petitions Policy, this is a standard agenda item to facilitate any public petitions being presented to, and noted by, Full Council. Please note, that this would not prompt a discussion on the petition at this meeting.

5. [Seaford Town Football Club – Updated Gate and Advert Proposals, and New Proposals Relating to a Spectator Stand and Clubhouse External Alterations at The Crouch](#)

To consider report 30/26 presenting the updated proposals in relation to Seaford Town Football Club, following consultation with the Club (pages 5 to 21).

6. [Replacement of Pitch Side Barrier at The Crouch](#)

To consider report 37/26 requesting approval of the required monies to fund the replacement of the pitch side barrier at The Crouch, split between utilising Community Infrastructure Levy funds and external funding (pages 22 to 24).

- Agenda End -

INFORMATION – MEMBERS OF THE PUBLIC

Public Access:

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

1. Attending the meeting in person.

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

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

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

OR

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

Public Access to the Venue:

If you are attending the meeting in person, please arrive between 6.45 – 6.55pm for a 7.00pm start.

Public Participation:

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

The full version of the Town Council's Public Participation Policy can be viewed on the [Town Council's website](#).

Public Comments:

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

INFORMATION – COUNCILLORS

Councillor Questions:

Councillor should normally raise queries at the meeting so responses are shared with everyone. If a question needs advance preparation, it should be sent to the report's contact officer beforehand so it can be answered verbally at the meeting.

Councillor Apologies for Absence:

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

Councillor Interests:

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



Seaford Town Council

Report Number:	30/26
Agenda Item Number:	5
Meeting:	Extraordinary Full Council
Date:	30 June 2026
Title:	Seaford Town Football Club – Updated Gate and Advert Proposals, and New Proposals Relating to a Spectator Stand and Clubhouse External Alterations at The Crouch
Strategy Programme Ref:	N/A
Purpose of Report:	To present the updated proposals in relation to Seaford Town Football Club, following consultation with the Club
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	Appendix A - Design and access statement for proposed stand, advertising and changes to club house

Officer Recommendations

1. To note the contents of the report.
2. To approve, in principle, the proposed change in display of adverts, as per section 3 of report 30/26, subject to Seaford Town Football Club obtaining the necessary advertising consents.
3. To approve the proposed system for gate management at The Crouch during closed football matches, as per section 4 of report 30/26.
4. To approve, in principle, the change of use of the garage into an additional spectator stand and installation of an associated access path, subject to Seaford Town Football Club obtaining the necessary permissions.
5. (Subject to the approval of recommendation 4) To approve, in principle, the display of advertising on the new spectator stand, subject to Seaford Town Football Club obtaining the necessary advertising consents.

6. To approve, in principle, the creation of a raised standing area within the external covered area of the clubhouse.

Recommendations from a Working Group

Part of these proposals were originally investigated by a Town Council Working Group, whose recommendations were presented to Full Council at its meeting on 23 October 2025. Full Council approved the recommendation in relation to the floodlights, but referred the remainder back for further consultation. To clarify, Council's instruction was for officers to consult with the Football Club and not to reopen the work of the Working Group.

1. Introduction

1.1 At its meeting on 23 October 2025, Full Council resolved the following:

C62.5 It was **PROPOSED** to delegate to officers to consult with Seaford Town Football Club on implementing recommendation 2b3 (in relation to the pitch side adverts) of report 87/25 and then report back to Full Council with a set of proposals; this **MOTION** was **CARRIED**.

C62.6 It was **RESOLVED** to **AGREE** that the Town Council understands that gates have to be shut during matches to comply with Football Association rules and are content to allow this to continue, only during the period of matches where the gates are required to be locked closed by the football league.

C62.7 It was **PROPOSED** to include the arrangements of recommendations 2c2 (intercom system), 2c3 (signage), 2c4 (exit from Crouch), 5.1 (exit from Crouch) and 5.2 (Intercom system) of report 87/25 in the consultation with Seaford Town Football Club (as above for 2b3) and then report back to Full Council with a set of proposals; this **MOTION** was **CARRIED**.

1.2 The report presented to Full Council on 23 October 2025 can be viewed on the [Town Council's website](#) (page 52).

1.3 In accordance with the motions passed at that meeting, officers have consulted extensively with Seaford Town Football Club ('the Football Club')

and reached an agreed set of proposals for consideration by Full Council relating to:

- (a) Adverts
- (b) Gates
- (c) Additional spectator stand
- (d) Changes to the Clubhouse

- 1.4 A separate report appears elsewhere on this agenda in relation to the pitch surround barrier at The Crouch.

2. Information

- 2.1 Meetings and conversations with the Football Club have been positive. Officers have noted a genuine desire and effort to work with the Town Council and the local community to ensure harmonious use of The Crouch. This has included a representative of local group 'Crouch Concerns' being invited onto the Football Club's Committee.
- 2.2 At meetings held with the Football Club, that have included representatives from Crouch Concerns and the Southern Combination Football League ('the League'), the League representatives have made clear that the Football Club will be required to make improvements to the ground and these must be agreed by 31 July 2026. If the Football Club is unable to reach the ground requirements of their division, they will have to play their first XI matches elsewhere; (likely ground sharing with Newhaven Town Football Club).
- 2.3 Due to the time constraints imposed by the League, the Football Club advise they felt it necessary to apply for planning permission and advertising consent for the required pitch improvements prior to obtaining landowner's permission at this meeting. This was to ensure that they are able to meet the 31 July 2026 deadline for all approvals to be in place.
- 2.4 Planning permission is, however, based on different factors from landowner's permission and, as such, the planning applications being submitted do not prejudice the Town Council from considering the proposals set out within this report.
- 2.5 This report is presenting a number of proposals, some of which are required by the League and some of which have been identified by the Club and/or Town Council as beneficial. Section 8 summarises the proposals and which category each is within.

3. Adverts

- 3.1 Following previous temporary permission and acquiring relevant planning permission, the Football Club has been displaying adverts on the pitch side barrier continuously for several years.
- 3.2 The permanence of these adverts has raised a number of concerns from residents, including unsightliness and health and safety considerations. There is also a concern that the Town Council's tenant sports clubs are not being treated consistently, as the Football Club is the only club in the town that is allowed to display permanent pitch side advertising.
- 3.3 Following on from meetings with the Football Club, they and Town Council officers propose the following:
- (a) Permanent pitch side adverts to be removed from the barrier,
 - (b) Permission be granted to the Football Club to display temporary adverts during the period in which the Football Club is hiring the pitch, with all adverts to be removed following the match, and
 - (c) Approval in principle* for advertising to be added to the clubhouse (see Appendix A attached, page 6)
- 3.4 *3.3c is an approval in principle as the Football Club will need to obtain advertising consent (which is part of the planning applications already submitted by the Football Club, as per 2.3 above).
- 3.5 Section 5 of this paper relates to a request that adverts also be permitted on a new stand, to be created on the same footprint as the existing garage.
- 3.6 The Football Club's lease allows the display of advertisements, subject to the Town Council granting permission.

4. Gates

- 4.1 The current agreed position is that the Football Club can make a closed match booking, which allows them to close the gates an hour before the match until half time. This refers to the gates that provide direct access into the main football pitch area, and does not allow gates to be closed to other areas of The Crouch.
- 4.2 Officers and the Football Club make the following proposals:
- (a) As part of the 'Closed Match' booking, gates can be closed one hour prior to kick-off and can remain closed until full time.

- (b) The Football Club has already obtained a phone specifically for use during closed matches. A volunteer will be given responsibility for manning the phone and opening gates as required, so public can then transit through the closed area. Notices with the phone number will be added to all entrances to The Crouch. The Football Club has made a commitment that calls to this number will be answered and responded to promptly when gates are closed.
- 4.3** Following the Full Council meeting on 23 October 2025, the installation of an intercom/access control system was investigated and quotes were obtained, however, due to the distances between the base unit and various call points, a wireless option was not possible and any system would require trenching across The Crouch. The total quote came to £16,132.58 including VAT, which was considered prohibitively expensive and disruptive, and therefore has not been recommended as a solution.
- 4.4** The need to close the gates during a match for the first XI team is a requirement of the division in which the Football Club play, it also allows the Football Club to charge entry and this brings in an important revenue stream.
- 4.5** Although closure of the gates until full time is not essential (league rules allow opening of the gates at half time), it has been proposed that this will greatly help the Football Club manage the match day crowds.
- 4.6** Additionally, officers believe it will be important for the Football Club to be able to control access to remain compliant with 'Martyn's Law' (the Terrorism (Protection of Premises) Act 2025) that will become in force from April 2027.
- 4.7** Following a meeting with the Football Club and the League, and subsequent information provided by the League, it was demonstrated that having two supervised gates that can be opened if required for exit was adequate, and that additional gates do not require push bars, however, they must be clearly labelled as not being emergency exits.

5. Additional Spectator Stand

- 5.1** This is a new proposal from the Football Club.
- 5.2** As part of the requirements for the Football Club's first XI to continue playing in the division of their league, the Football Club is required to increase its covered spectator capacity.

- 5.3** The Football Club therefore requests permission, in principle, to convert the garage into a stand for 50 spectators to stand under cover. To ensure safe access to the new stand, the Football Club would need to install a concrete access path between the pitch surround and stand, and from the clubhouse to the stand.
- 5.4** Permission from Full Council would be in principle as the proposal would also require planning permission, as well as additional consent from Lewes District Council due to a historical covenant that applies to The Crouch.
- 5.5** In addition, the Football Club is also seeking permission to place permanent adverts on the new spectator stand, subject to obtaining the necessary advertising consent.
- 5.6** Appendix A (page 5) shows the detail of the proposed change as well as the existing garage.
- 5.7** The Football Club's lease demise includes the current garage. There is nothing within the lease to prevent the change of use from storage to spectator stand, subject to the Town Council granting permission.

6. Changes to the Clubhouse

- 6.1** This is a new proposal from the Football Club.
- 6.2** In addition to additional advertising (as detailed in 3.3c), the Football Club has requested permission, in principle, for a raised standing area to be added under the existing pergola at the clubhouse, to create sufficient additional covered capacity when combined with the proposed additional spectator stand.
- 6.3** The drawings of the proposed covered raised standing area are shown in Appendix A (page 7).
- 6.4** The Football Club's lease demise includes the clubhouse. There is nothing within the lease to prevent the proposed amendment to the external covered area, subject to the Town Council granting permission.

7. Planning Applications

- 7.1** As per 2.3 of this report, the Football Club has submitted two planning applications for the proposals, as they felt this was necessary in order to meet the League's deadline of 31 July 2026 for all approvals to be in place.
- 7.2** The Town Council's Planning & Highways Committee considered the two applications at its meeting on 11 June 2026.

- 7.3** For information, that Committee supported planning application LW/26/0186 relating to the new spectator stand, covered seating area, and advertisements on the clubhouse and picket fencing.
- 7.4** Unfortunately, the information published by Lewes District Council on the planning portal was not complete for the other planning application (LW/26/0187 – relating to advertisements on the pitch side barriers and new spectator stand) and that Committee therefore agreed that this needed publishing formally before the application could be considered. Officers have followed this up with the District Council.
- 7.5** To clarify, the Committee assessed the material considerations of these applications solely from a planning perspective, which does not prejudice Full Council from being able to assess these proposals as landowner and either grant or withhold permission.

8. Summary of Proposals to be Considered

8.1 For clarity, Full Council is being asked to consider the following proposals:

(a) Adverts:

- i.** Permanent pitch side adverts to be removed from the pitch surround barrier,
- ii.** Permission be granted to the Football Club to display temporary adverts during the period in which the Football Club is hiring the pitch, with all adverts to be removed following the match, and
- iii.** Approval in principle for advertising to be added to the clubhouse.

(b) Gates:

- i.** As part of the 'Closed Match' booking, gates to be closed one hour prior to kick-off and to remain closed until full time.
- ii.** The Football Club has already obtained a phone specifically for use during closed matches. A volunteer will be given responsibility for the phone and opening gates as required, so public can then transit through the closed area. Notices with the phone number will be added to all entrances to The Crouch.

(c) Additional Spectator Stand:

- i.** Permission, in principle, to convert the garage into a stand for 50 spectators to stand under cover. To ensure safe access to the new stand, the Football Club would need to install a concrete access path

between the pitch surround and stand, and from the clubhouse to the stand.

- ii. Permission to place permanent adverts on the new spectator stand, subject to obtaining advertising consent.

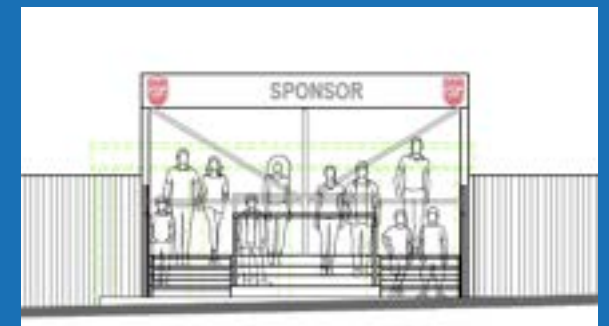
(d) Changes to the Clubhouse:

- i. Permission, in principle, for a raised standing area to be added under the existing pergola at the clubhouse, to create sufficient additional covered capacity when combined with the proposed additional spectator stand.

8.2 The elements of the proposal that are required to meet the requirements of the League are: 8.1.b(i) (in part, see 4.5 above), 8.1.c(i), and 8.1.d(i).

9. Financial Appraisal

9.1 There are no direct financial implications as a result of this report. All costs associated with the proposed works and arrangements will be borne by the Football Club.



**SEAFORD TOWN FOOTBALL CLUB
SEAFORD**

Design & Access Statement

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1.0 INTRODUCTION

This Design and Access Statement is prepared in line with Government Guidance on Changes to the Development Control System (DCLG Circular 01/2006) which requires such statements to be provided with most planning applications. It has also been informed by Commission for Architecture and the Built Environment (CABE) Guidance on Design and Access Statements.

This Planning Statement has been prepared in support of a full planning application for the erection of a 50 spectator stand (in place of the existing prefabricated ancillary storage garage), advertisement board to the clubhouse and a covered standing area for 50 spectators (under the existing pergola area).

The report has been prepared in accordance with the National Planning Policy Framework (NPPF) and the Lewes District Local Plan.

Seaford Town Football Club is a FA 3*** Accredited Club (this is the highest grading available from the Football Association). As a community football club, the emphasis is on 'football for all', and the club prides itself on being able to offer football to everyone.

Seaford Town Football Club is a not for profit organisation.



STFC Clubhouse/Pergola + Garage



GoogleEarth view of The Crouch

2.0 DESIGN PROCESS

LOCATION AND BACKGROUND ; SITE AND SURROUNDINGS

The Crouch lies to the south of the A259, which runs through Seaford (east to west) and allows access to both Brighton and Eastbourne.

The Crouch is well screened by neighbouring properties with a mix of flint/brickwork walls, timber close board fences and mature trees/screening.

at Seaford Town FC

EXISTING BUILT FORM

The clubhouse is of a traditional masonry construction with cementitious cladding to the façade.

There is a flat roof with timber pagoda to the front elevation.

Internally the building over recent years has received a make-over and made the space accessible for wheelchair users.

The garage is a prefabricated, clad with concrete panels and has a profiled asbestos roof (this structure is past its lifespan and in need of demolition – with the asbestos to be removed by a specialist company under license).

2.1 ASSESSMENT

The application seeks full planning permission for:

- A 50 capacity covered spectator stand; and
- Advertisement boards to the clubhouse/immediately surrounding picket fencing; and
- A covered standing terrace for approximately 50 spectators.

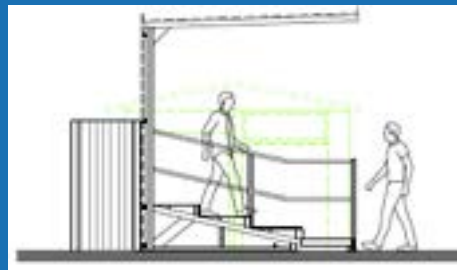
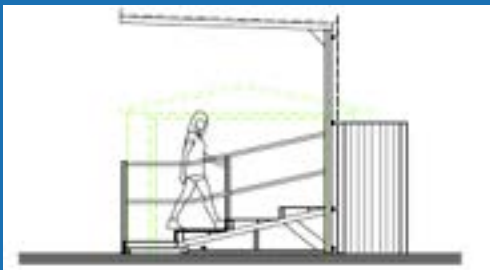
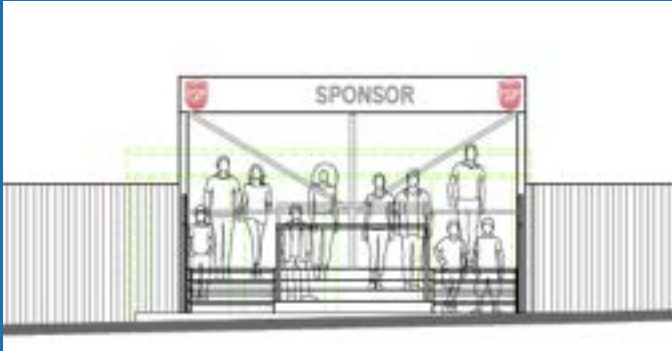
The development is contained within the existing operational footprint of the football ground. All committee members, managers and coaches are volunteers and give back their time to help the community.

The Committee are proud to have be recognised as a 3*** FA Accredited Club (highest grade), with this recognition and their development plan the club is keen to ensure anyone wishing to play or watch football is not discriminated in anyway. The football club is well supported for its community efforts off the pitch, this includes toy donations to the children's hospital, free school meals, collaborations with Seaford Bonfire Society to name just a few. The club also offer hardship funding, so families with low income can still enjoy playing football at no cost.

3.0 LAYOUT, SCALE, LANDSCAPING + APPEARANCE

50 CAPACITY STAND

Requirement under the FA Ground Grading



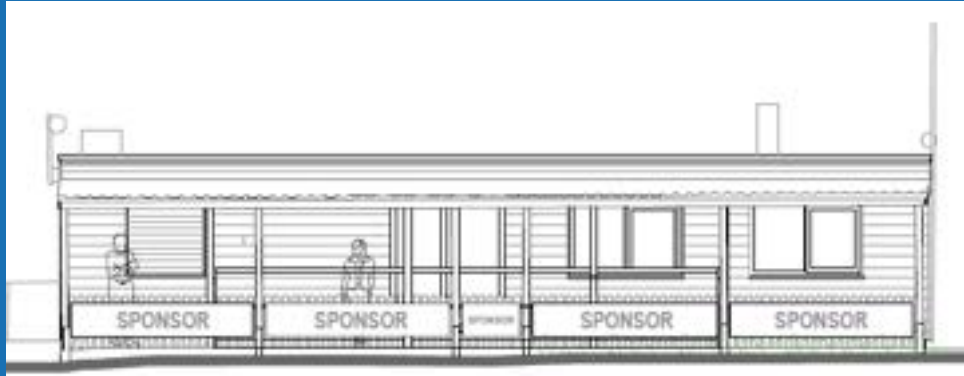
The proposed stand would see the existing garage demolished and sited in this location, with new concrete access path



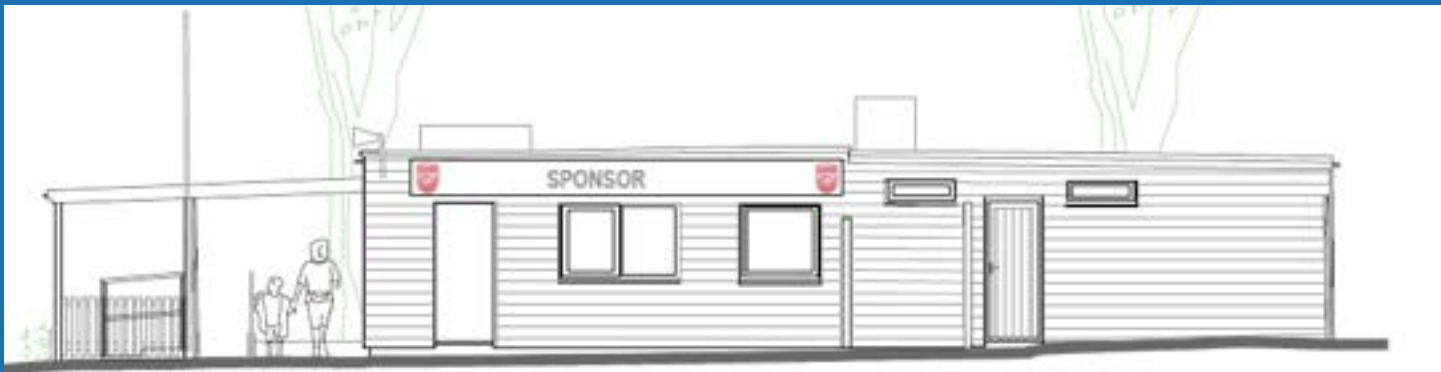
3.0 LAYOUT, SCALE, LANDSCAPING + APPEARANCE

ADVERTISEMENT BOARDS

To the picket fencing surrounding the clubhouse and on the north elevation of the clubhouse itself



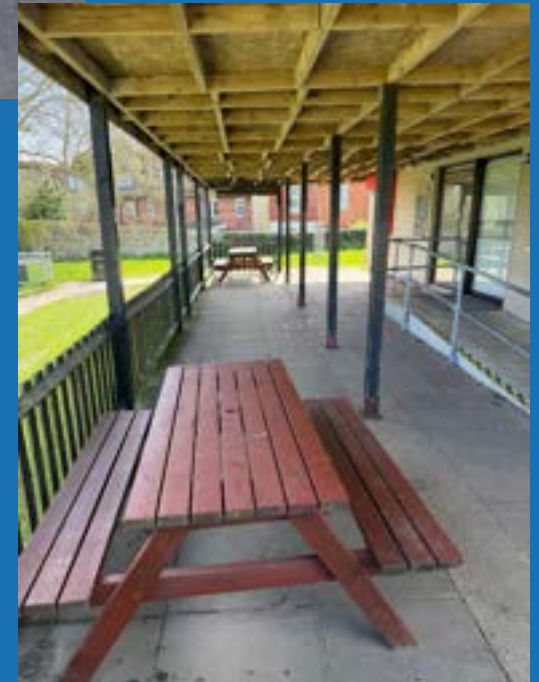
Advertisement boards to generate much needed income, are proposed to the picket fencing that surrounds the clubhouse and the north elevation of the clubhouse façade



3.0 LAYOUT, SCALE, LANDSCAPING + APPEARANCE



The raised standing area will be located under the existing pergola



4.0 ACCESS

The Crouch can be accessed by foot via a number of alley ways, vehicular access is via Bramber Road only.

5.0 CONCLUSION

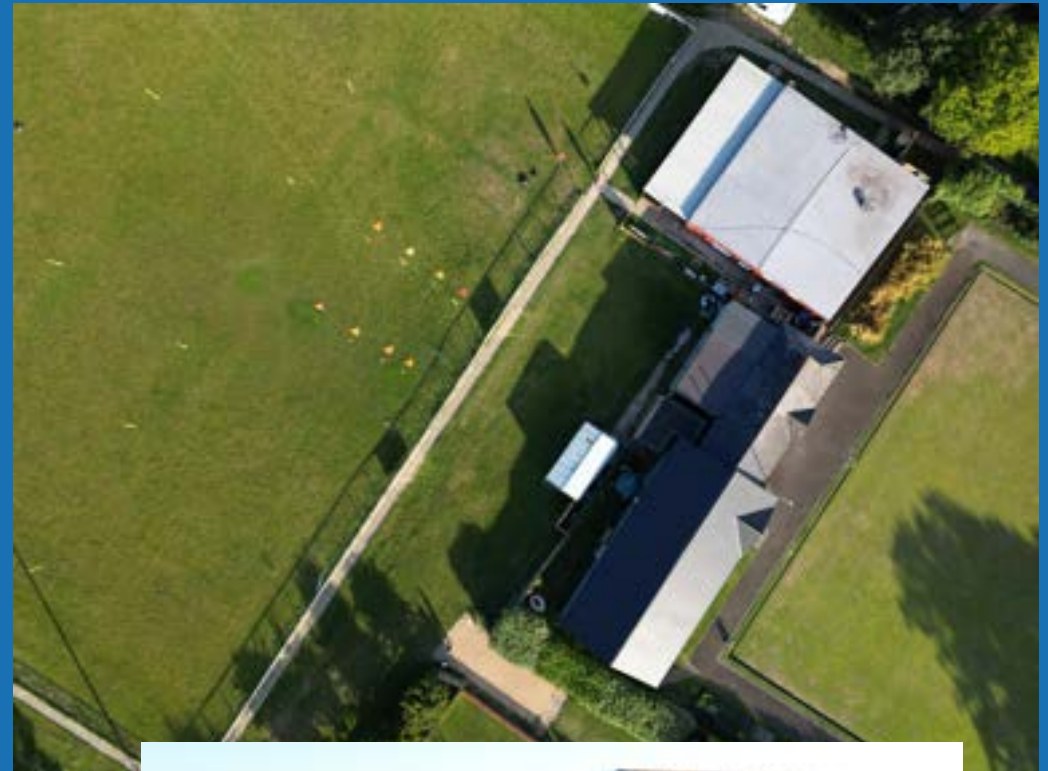
The proposal is modest, functional, and appropriate for the location.

The Stand and raised platform is a FA Ground Grading requirement for playing at Step 5 level.

The proposal delivers clear benefits through the enhancement of a valued community sports facility.

No adverse impacts have been identified that would significantly or demonstrably outweigh these benefits.

We trust that officers and members of the Local Planning Authority will concur with our assessment and favourably determine the subject application.







Seaford Town Council

Report Number:	37/26
Agenda Item Number:	6
Meeting:	Extraordinary Full Council
Date:	30 June 2026
Title:	Replacement of Pitch Side Barrier at The Crouch
Strategy Programme Ref:	N/A
Purpose of Report:	To request approval of the required monies to fund the replacement of the pitch side barrier at The Crouch, split between utilising Community Infrastructure Levy funds and external funding
Contact Officer:	Peter Cousin, Head of Place
Supporting Documents:	N/A

Officer Recommendations

1. To note the contents of the report.
2. To approve that up to £10,000 of Community Infrastructure Levy funds are spent on the replacement of the pitch side barrier, and that the additional required monies are met by external funding.
3. To delegate authority to the Town Clerk to enter into any required deed of dedication or similar commitment, that the fence will remain in place for up to 10 years and that the football pitch at The Crouch will remain available for use by community football.

1 Introduction

The current pitch side barrier at The Crouch has fallen into a state of poor repair.

This report is seeking approval of the required monies to fund the replacement of the pitch side barrier.

2 Information

- 2.1** Seaford Town Council is the owner and therefore responsible for the existing pitch side barrier (the white metal barrier that surrounds the main football pitch, not the grey metal railings that have been placed alongside and belong to Seaford Town Football Club). It has fallen into a state of disrepair, rusting in several places and creating sharp edges which officers are frequently taping to prevent injury, and therefore requires replacement soon.
- 2.2** Officers believe that funding will likely be available for at least some of the cost of the replacement barrier, if looking to improve the specification to better suit its use as a football pitch.
- 2.3** One funding opportunity could be through the Football Foundation, which may fund up to 70% of the cost.
- 2.4** At the time of writing, two quotes have been received for the supply and installation of a 1.1-1.2m spectator fence with one double gate and one single gate and the removal of the existing barrier. If this needs to be 30% funded by the Town Council, officers anticipate that this will require a contribution of up to £10,000, depending on the final cost of the works and allowing some contingency in case of unexpected costs.
- 2.5** Subject to Full Council approving the works, at least one more quote will be sought to ensure best value for money.
- 2.6** It is recommended that approval be given to spend up to £10,000, using Community Infrastructure Levy money held by the Town Council.
- 2.7** The Football Foundation, along with any other potential funder, is likely to require a deed of dedication be entered into to ensure that the barrier remains in situ for at least five years and that the pitch remains available for community football use. Councillors are therefore asked to delegate authority to the Head of Place to enter into such a deed of dedication, or similar, for a period of up to 10 years, as different funders have different requirements.
- 2.8** Below is an image of the style of fencing that is being proposed. These are usually available in green or black and officers will be seeking green, to minimise the visual impact in The Crouch.



- 2.9** This style of fencing will meet the needs of the pitch users and enable temporary adverts to be displayed (see the report elsewhere on this agenda relating to temporary pitch side adverts), whilst also not impeding on the outlook across The Crouch, not creating blocked off areas that may be more prone to anti-social behaviour, and should withstand the wind and elements due to not being a solid structure. For clarity, this fencing will replace both the white barrier and metal infill railings currently onsite.

3 Financial Appraisal

- 3.1** This report proposes that the Town Council spend up to £10,000 replacing the pitch side barrier at The Crouch to be taken from Community Infrastructure Levy funds held by the Town Council, with the remaining funding to be met from external funding opportunities.