



Seaford Town Council

Minutes

Assets & Facilities Committee Meeting - Extraordinary

Monday 17 August 2026

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

Present:

Councillors O Honeyman (Chair) and R Honeyman (Vice-Chair)

Councillors L Boorman, C Bristow, S Dubas, S Dunn, S Markwell, J Meek, and L Wallraven
Steve Quayle, Town Clerk

George Raeburn, Senior Committee Clerk

There were no members of the public in attendance.

AF13/08/26 Apologies for Absence

Apologies for absence were received from Councillors S Ali and O Matthews (Councillor L Boorman substituted).

The reasons for absence were approved as follows: Councillor S Ali (personal commitment) and O Matthews (personal commitment).

AF14/08/26 Disclosure of Interests

Councillors O Honeyman, C Bristow and J Meek declared a personal interest as Lewes District Councillors, but agreed that this would not prevent them from taking part in the discussion and vote on the agenda item being considered.

AF15/08/26 Public Participation

There was no public participation.

(7.05pm to 7.06pm – a short break in proceedings was held whilst it was clarified that Councillor G Rutland was not required in attendance at the meeting having substituted at the previous Committee meeting and believing he was required to attend this meeting too.)

AF16/08/26 Exclusion of the Press & Public

It was **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public **BE EXCLUDED** from the meeting during the discussion on the next item of business for the reason as set out on the agenda.

AF17/08/26 Amended Town Council Offices EXEMPT

The Committee considered exempt report 72/26 re-presenting amended proposals for discussion, to help inform the decision about the Town Council's future premises plans.

It was noted by the Town Clerk that the requirements of a special motion have been achieved, pursuant to s.13(1)(a) of Standing Orders, by at least 50% plus one of the councillors in attendance at 2 July Committee meeting having provided written notice to the Proper Officer.

AF17.1 It was **RESOLVED** to **NOTE** the contents of the report.

AF17.2 It was **RESOLVED** to **APPROVE** that the architect be instructed to undertake a Detailed Measured Survey and Concept Design, as detailed in the quote dated 5 June 2026.

AF17.3 It was **RESOLVED** to **APPROVE** not to pursue, at this time, a separate new community centre, as per Strategy Programme Goal 2.1.

AF17.4 It was **RESOLVED** to **APPROVE** the use of the budgeted Earmarked Reserve (assigned for the community centre project) to pay the architect to work up plans, and associated costs as detailed in section 10.3 of Report 72/26.

AF17.5 It was **RESOLVED** to **APPROVE** that officers continue progressing discussions with Sussex Police for a new reversionary lease of 37 Church Street, subject to final approval by Full Council in due course.

AF17.6 It was **RESOLVED** to **INSTRUCT** officers to initiate discussions with Citizen's Advice about future plans for the building.

The meeting closed at 7.47pm.

Councillor O Honeyman

Chair of Assets & Facilities