



## Seaford Town Council

Minutes of the Meeting of the Seaford Town Council held at The Council Chamber, 37 Church Street, Seaford on Thursday 13 June 2013 at 7.00pm.

### Present:

Councillor A White (Mayor)

Councillors S Adeniji, M F Brown, B Burfield, A Campbell, S Dunn, P Franklin, S Gauntlett, T Goodman, A Hayder, P Heseltine, A Latham, R Needham, S McStravick, R Scarfe, L Wallraven, B Warren & I White.

Mrs S Shippen, Mrs G Hamilton – Seaford Town Council.

Young Mayor and Deputy Young Mayor

6 Members of the public

### C 26 Apologies for Absence

Apologies were received from Councillors R E Allen and B Groves. RE Allen was attending District Council Business.

### C 27 Minutes

The minutes of the meeting held on 9 May 2013 were **APPROVED** subject to removing Councillor A Campbell from the present list as he was not present at the meeting. The Mayor will sign once the amendment has been made.

### C 28 Public Participation

*Mr Brown* Apologised if anyone had received any rogue emails from him as he may have a virus. Also in regards to item 9, Mr Trenfield's work should be recognised. In addition to this he has seen no evidence of works starting on the new club house at Seaford Head Golf Club House.

*Mayor A White* Commented that he has had a similar problem with his emails. In regards to Mr Trenfield, his work will be noted.

*Cllr I White* Replied to Mr Brown's comment regarding the Seaford Head Club House – He notified Mr Brown that the Town Council will need to comply with a number of conditions by the South Downs National Park. He is also frustrated with the delay

*Town Clerk* Replied to Mr Brown's comment regarding item 9 - Mr Trenfield's work was recognised in the last Community Services meeting and had been noted in the minutes.

*Mrs Cash*

*Notified Council that as it is the Coronation of the Queen, they are trying to have a meadow in every county. She had said that in the UK, lots of wild meadows have been lost. Rare plants and insects live in this area and the especially the potter bee. Can the Town Council review the cutting of landscapes in Seaford.*

*Cllr I White*

*Responded to Mrs Cash by notifying her that the Town Council is in the process recruiting a Ranger. The Town Council will take advice from the Ranger and will do everything they can to preserve the very limited flowers and protected species in the area.*

#### **C 29 Mayors Appointments and Communications**

Members considered report 29/13.

The Mayor A White asked the other Councillors support him at open community events.

It was **RESOLVED** to **NOTE** the report.

#### **C 30 Young Mayor's Report**

Members considered report 30/13

It was **RESOLVED** to **NOTE** the report.

#### **C 31 Police Report**

Members considered a written report on policing in Seaford.

**C 30.1** It was **RESOLVED** to **ACCEPT** the Police Report, the Mayor thanked Sergeant Mullins for his report.

#### **C 32 Annual Return for the year ended 31 March 2013.**

Members considered report 31/13.

**C 32.1** It was **RESOLVED** to **AGREE** the accounting statements for the year ended 31 March 2013, as at Appendix A.

**C 32.2** It was **RESOLVED** to **AGREE** the Annual Governance Statement for the Year Ended 31 March 2013 as follows:

1. We approved the accounting statements prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices  
**YES**
2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness  
**YES**
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the council to conduct its business or on its finances  
**YES**
4. We provided proper opportunity during the year for the exercise of electors rights in accordance with the requirements of the Accounts and Audit Regulations  
**YES**
5. We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required  
**YES**
6. We maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems  
**YES**
7. We took appropriate action on all matters raised in reports from internal and external audit  
**YES**
8. We considered whether any litigations, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council, and, where appropriate have included them in the accounting statements  
**YES**
9. Trust funds (including charitable) – in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund(s)/assets, including financial reporting and, if required, independent examination or audit  
**NOT APPLICABLE**

A recorded vote was requested

Councillor S Adeniji	Yes
Councillor M Brown	Yes
Councillor A Campbell	Yes
Councillor S Dunn	Yes
Councillor P Franklin	Yes
Councillor S Gauntlett	Yes
Councillor T Goodman	Yes
Councillor A Hayder	Yes
Councillor P Heseltine	Yes
Councillor A Latham	No
Councillor R Needham	No
Councillor S McStravick	Yes
Councillor R Scarfe	Yes
Councillor B Warren	Yes
Councillor L Wallraven	Yes
Councillor A White	Yes
Councillor I J White	Yes

**C 31.3** It was **RESOLVED** to **APPROVE** the Annual Return for the Year Ended 31 March 2013 and authorise the Mayor, Corporate Services Manager and Town Clerk to sign on behalf of the Council as required.

A recorded vote was requested.

Councillor S Adeniji	Yes
Councillor M Brown	Yes
Councillor A Campbell	Yes
Councillor S Dunn	Yes
Councillor P Franklin	Yes
Councillor S Gauntlett	Yes
Councillor T Goodman	Yes
Councillor A Hayder	Yes
Councillor P Heseltine	Yes
Councillor A Latham	No
Councillor R Needham	No
Councillor S McStravick	Yes
Councillor R Scarfe	Yes
Councillor B Warren	Yes
Councillor L Wallraven	Yes
Councillor A White	Yes
Councillor I J White	Yes

### **C32 Standing Orders**

Members considered report 32/13 concerning the review of Standing Orders.

**C32.1** It was **RESOLVED** to **AGREE** to permanently revoke Seaford Town Council Standing Orders as adopted on 14 June 2012 in their entirety.

**C32.2** It was **RESOLVED** to **AGREE** to permanently add the Draft Standing Orders as contained in report 3/13 Appendix A as Seaford Town Council's Standing Orders.

### **C33 Blatchington Pond Management Agreement**

Members considered report 33/13 in respect of the approval to apply the Seal to the Blatchington Pond Management.

It was **RESOLVED** to **AUTHORISE** the Town Clerk to apply to Council seal to the new Blatchington Pond Management Agreement in accordance with Standing Order 14.

### **C34 Coastal Futures Group**

Members Considered report 34/13 requesting the nomination of a member to represent the Council on the Coastal Futures Group.

It was **RESOLVED** to **NOMINATE** Councillor T Goodman to represent the Council on the Coastal Futures Group.

**C35 Seaford Town Guide App**

Members considered report 42/13 regarding the development of a Seaford Town Guide App.

**C35.1** It was **RESOLVED** to **APPROVE** the development of a Seaford Town Guide App.

**C35.2** It was **RESOLVED** to **APPOINT** a Seaford Town Guide App Working Group.

Councillor B Warren  
Councillor S McStravick  
Councillor P Franklin  
Councillor B Burfield  
Town Clerk  
Administration Assistant

**C35.3** It was **RESOLVED** to **DELEGATE** authority to the Town Clerk in consultation with the Seaford Town Guide App Working Group to implement the Seaford Town Guide App.

The meeting finished at 8.20 pm.

Councillor A White  
Mayor

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