



# Seaford Town Council

## Community Services Committee

Minutes of the meeting of the **Community Services Committee** held at **37 Church Street, Seaford** on **Thursday 25 July 2013** at **7.00 pm**.

### Present:

Councillor L Wallraven (Chairman),  
Councillors R Allen (ex-officio), A Campbell, S Dunn, A Hayder, S McStravick, R Scarfe,  
A Latham, A White and I White  
Mrs S Shippen, Mr B King & Mrs L Clark.  
6 members of the public.

### CS 8 Apologies for Absence and Declaration of Substitute Members

Apologies for absence were received from Councillors B Warren and P Hestletine.  
Cllr I White substituted Cllr B Warren.

### CS 9 Minutes

The minutes of the meeting held on Thursday 23 May 2013 were **AGREED** as a correct record and signed by the Chairman.

### CS 10 Disclosure of Interests

Cllr R Allen declared a personal interest in item 7 as he is a member of the Seaford Museum and Heritage Society.

### CS 11 Public Participation

<i>Mr E Hill</i>	<i>Cllr L Wallraven read out a letter from Mr E Hill asking why he has not had a reply to his question on 21<sup>st</sup> March 2013 and subsequent follow up on 23<sup>rd</sup> May 2013 and asked if this reply will be looked into at the earliest convenience.</i>
Projects and Facilities Manager	Agrees that this was listed in the previous minutes and a letter has been written.
<i>Mr E Hill</i>	<i>Acknowledged receipt of this letter.</i>

<i>Mr B Brown</i>	<i>Thanks Seaford Town Council for their work in organising the Seaford Family Fun Day and expressed concerns regarding the non-clearance of the litter bin at the entrance to Seaford Head Nature Reserve near the Golden Galleon. He also expressed concern on behalf of Mr Bob Thompset of the lack of CCTV in the crouch for the Bowling Club and asks if Seaford Town Council can do more.</i>
Project and Facilities Manager	Advised that in response to the litter bin issue, Seaford Head Nature Reserve Management Committee only oversee the reserve and that Mr Brown should contact either ESCC or the National Trust who are the land owners
Town Clerk	Replied in response to the CCTV advising that she has not had any direct communication or received any formal proposals from either Seaford Town Football Club or the Crouch Bowling Club.

**CS 12 Finance Report**

Members considered report 47/13.

It was **AGREED** to **NOTE** the contents of this report.

**CS 13 Seaford Tree Wardens – Street Tree Licensing**

Members considered report 50/13.

**CS 13.1** It was **AGREED** to **APPROVE** the proposed street tree planting schemes as detailed in Appendix A, subject to East Sussex County Council (ESCC) approving the proposed locations and taking ownership of the trees after 5 years, suitable searches and protective measures being introduced in relation to mains services and risk assessments being completed.

**CS 13.2** It was **AGREED** to **APPROVE** that two Tree Wardens appointed by Seaford Town Council, attend a training course as detailed in 1.6 and 2.2 of the report to obtain the required NRSWA qualification for working on or adjacent to highways.

**CS 14 Seaford Museum and Heritage Society – Access Project**

Members considered report 48/13.

It was **AGREED** to **APPROVE** the proposed bridge, lift, access improvements and associated project elements, subject to final approval from English Heritage, planning approval from Lewes District Council, Seaford Museum and Heritage Society signing an agreement to take responsibility for regular cleaning, repairs and maintenance of the structure and the cost of insuring the structure.

*Cllr I White requested that thanks be noted to the Keith Baker Charitable Trust for their contribution to this project.*

**CS 15 Projects Update**

Members considered report 51/13.

It was **AGREED** to **CONSIDER** any comment on progress made to date and the continued course of priorities for capital investment projects.

**CS 16 Grounds Maintenance Contract – Procurement Update**

Members considered report 53/13.

It was **AGREED** that comments be raised with Lewes District Council to consult fully with Seaford Town Council on the renewal of the grounds maintenance contract to ensure that STC obtains full value for money.

**CS 17 Events & Hire of Premises**

Members considered report 49/13.

It was **AGREED** to **DELEGATE** authority to the Projects & Facilities Manager to approve special conditions, adjustments to hire rates or special arrangements appropriate to individual Premises Hire applications.

**CS18 Arts@theCrypt Management Committee Report**

Members considered report 52/13.

It was **AGREED** thanks be minuted for the Arts@theCrypt Management Committee for taking the Crypt forward.

*The meeting closed at 7.58 pm.*

Councillor L Wallraven (Chairman)