



## Seaford Town Council

**MINUTES** of a **Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 15<sup>th</sup> August 2019** at **7.00pm\***.

### **Present:**

Councillor N Adil (Mayor) and Councillor J Lord (Deputy Mayor).

Councillors L Boorman, M Brown, J Cash, S Dunn, J Edson, M Everden, M Hayder, R Hayder, R Honeyman, O Honeyman, A Latham, J Meek, R Morland, R Reed, G Rutland and L Wallraven.

James Corrigan, Town Clerk – Seaford Town Council

Colin Andrews, Deputy Town Clerk & RFO – Seaford Town Council

Isabelle Moulard, Executive Support Officer – Seaford Town Council

24 members of the public

### **\*The meeting started at a later time of 7.41pm**

#### **C39/08/19 Apologies for Absence**

Apologies for absence were received from Councillor P Boorman and the Young Mayor.

#### **C40/08/19 Disclosure of Interests**

Councillor L Boorman declared a personal interest as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to item 13.

#### **C41/08/19 Public Participation**

*Resident A*

*Commented that if the Town Council were to agree to set up a Working Party to review the provision of GP surgeries in Seaford that it would need to report back to the next Full Council meeting in order to fit Lewes District Council's tight timescale.*

*The member of the public reported that he had personally been responsible for the removal of Policy SEA10 on Health and the associated Paragraphs 6.37A-6.37C of the Neighbourhood Plan. This was due to a software error when accepting tracked changes.*

*Following the error, the advice from the Planning Officer at Lewes District Council was to either add the paragraphs back in and re-consult which would delay the Plan from progressing or to remove and push forward.*

Response

No response was necessary.

*Resident B*

*Advised that a significant amount of work had already been conducted by volunteers in 2016/17 in the study of 306 sites across the town which ended with 74 sites being fully investigated and recorded. If the Town Council agrees to set up the Working Party, then it is urged to use the work already conducted as evidence if there is a need to look at alternative Health Hub sites.*

Response

No response was necessary.

*It was **AGREED** to **BRING FORWARD** item 11 on the agenda to allow members of the public to hear the Town Council's debate and decision earlier in the meeting, due to the later start. To ensure that meeting records are easy to navigate and that the minutes match the agenda item order, item 11's minutes can be found at minute item C51/08/19 from page 16.*

*Following the brought forward item 11 – 16 members of the public left the meeting.*

#### **C42/08/19 Minutes**

It was **RESOLVED** to **ADOPT** the following minutes and **RESOLVED** to **APPROVE** the recommendations therein:

<b>C42.1</b>	Full Council	20 <sup>th</sup> June 2019
	<i>N.B The minute numbering was corrected.</i>	
<b>C42.2</b>	Finance & General Purposes	4 <sup>th</sup> July 2019
<b>C42.3</b>	Golf and The View	11 <sup>th</sup> June 2019
<b>C42.4</b>	Community Services	11 <sup>th</sup> July 2019
<b>C42.5</b>	Planning & Highways	6 <sup>th</sup> June 2019
<b>C42.6</b>	Planning & Highways	27 <sup>th</sup> June 2019
<b>C42.7</b>	Planning & Highways	18 <sup>th</sup> July 2019

#### **C43/08/19 Mayor's Report**

The Council considered report 56/19 presenting the Mayor's Report and details of engagements.

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

#### **C44/08/19 Young Mayor's Report**

The Young Mayor did not attend the meeting.

#### **C45/08/19 Clerk's Report**

The Council considered report 57/19 presenting the Clerk's update report from June 2019 to date.

The Clerk gave a verbal update on various items of the written report, including: Freedom of Information requests and current complaints; members training; press releases and the Town Council's social media presence; ongoing litigation matters; the Project and Facilities Team successes including South Hill Barn and the Skatepark; and recent meetings such as with ESCC's CEO and the public meeting held regarding the Newlands Planning Applications for Development. The meeting agreed to support the Town Clerk's decision to act in the best interests of the town in agreeing to the recommended change to the neighbourhood plan from the Neighbourhood Plan Officer in the short time window that was available.

It was **RESOLVED** to **NOTE** the contents of the report and agree to the Town Clerk's action on the neighbourhood Plan.

#### **C46/08/19 District / County Councillor Update Report**

It was reported that both Lewes District Council and East Sussex County Council were currently in a 'wind down' period with meetings starting again later in August.

#### **C47/08/19 Business Continuity Plan**

The Council considered report 40/19 presenting the draft Business Continuity Plan and Business Continuity and Risk Management Policy for adoption.

**C47.1** It was **RESOLVED** to **NOTE** the risks matrix at Appendix A.

**C47.2** It was **RESOLVED** to **CONFIRM** a two-year rolling programme as tabled in the report.

**C47.3** It was **RESOLVED** to **NOTE** the key areas set out in the Business Continuity Plan at Appendix B.

**C47.4** It was **RESOLVED** to **ADOPT** the Business Continuity and Risk Management policy.

### **C48/08/19 Website Accessibility Statement**

The Council considered report 22/19 presenting the draft Website Accessibility Statement for adoption.

**C48.1** It was **RESOLVED** to **NOTE** the Town Council's draft Website Accessibility Statement to be revised and published on the Town Council's new website when launched mid-September to meet the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

**C48.2** It was **RESOLVED** to **DELEGATE** to the Town Clerk the responsibility of revising the Town Council's Website Accessibility Statement where necessary, publishing it on the new website and regularly reviewing and replacing the Website Accessibility Statement as and when required.

### **C49/08/19 Salts Improvement Plan**

The Council considered report 47/19 presenting a proposal to consult and review the Salts Improvement Plan. Members were advised that the Councillor consultation meeting had been arranged and will take place at 7pm on Thursday 5<sup>th</sup> September and that an invitation will be circulated to all members in due course.

**C49.1** It was **RESOLVED** to **APPROVE** updated consultations.

**C49.2** It was **RESOLVED** to **APPROVE** the review of the Salts Improvement Plan.

**C49.3** It was **RESOLVED** to **ADOPT** the changes made to the Salts Improvement Plan (the name change).

*2 members of the public left the meeting.*

### **C50/08/19 Outside Bodies Update**

The Council considered report 54/19 presenting an update on the Town Council's representation on outside bodies.

**C50.1** It was **RESOLVED** to **APPROVE** revisions made to appointments to outside bodies made at 16<sup>th</sup> May Full Council Meeting.

**C50.2** It was **RESOLVED** to **APPOINT** Cllr L Boorman on to the Lewes Community Safety Partnership – Joint Action Group (JAG) and the Cuckmere Estuary Group; and Cllr J Cash to the Seaford Befriending Group;

**C50.3** It was **RESOLVED** to **DELEGATE** to the Town Clerk authority to amend/revise the representatives on outside bodies as and when necessary where consensus is achieved.

### **C51/08/19 Health Hub Working Party**

The Council considered report 51/19 proposing that the Town Council establishes a working party with the remit of reviewing the provision of GP services within Seaford.

**C51.1** It was **RESOLVED** to **ESTABLISH** a Council Working Party to identify a number of possible means to provide accommodation for GP and other healthcare service in Seaford.

**C51.2** It was **RESOLVED** to **AGREE** that the Working Party's terms of reference is to consult widely and to provide an interim report in September, a further report in 3 months, and a full report in 6 months (which was amended from the recommendation of just the 3 and 6 month reports within report 51/19).

Voting on C51.1 and C51.2 were taken collectively as a **RECORDED VOTE** as follows –  
Councillor Nazish Adil For

Councillor Liz Boorman	Against
Councillor Mark Brown	Against
Councillor Jean Cash	For
Councillor Sylvia Dunn	For
Councillor John Edson	For
Councillor Morag Everden	For
Councillor Mohamed Ali Hayder	For
Councillor Rahnuma Hayder	For
Councillor Richard Honeyman	For
Councillor Olivia Honeyman	For
Councillor Alan Latham	Against
Councillor Jim Lord	For
Councillor James Meek	For
Councillor Richard Morland	For
Councillor Rodney Reed	For
Councillor Geoff Rutland	For
Councillor Linda Wallraven	Against

**C51.3** It was **RESOLVED** to **APPOINT** Councillors M Brown, J Cash, J Edson, M Everden, J Lord and R Morland to the working party.

**C52/08/19 Licence Application for use of Coat of Arms**

The Council considered report 55/19 presenting an application received requesting a licence to use the Town Council’s Coat of Arms.

It was **RESOLVED** to **APPROVE** that the applicant could use the Town Council’s Coat of Arms, and that the licence will include a limitation on only having use for this one poem in this particular publication limited to printing for one year only.

*Councillor L Boorman left the meeting.*

**C53/08/19 Seafront Concession – Harley House Distillery**

The Council considered exempt report 52/19 seeking approval for a new concession to sell alcohol along the promenade.

It was **RESOLVED** due to the lack of detail supplied to **REFUSE** Harley House Distillery to have a 1920 themed bar concession to sell an array of alcoholic & non-alcoholic beverages, which have been distilled in Seaford, on a trial basis for 2019.

A **RECORDED VOTE** was taken to refuse the application -

Councillor Nazish Adil	For
Councillor Mark Brown	For
Councillor Jean Cash	For
Councillor Sylvia Dunn	For
Councillor John Edson	For
Councillor Morag Everden	For
Councillor Mohamed Ali Hayder	For
Councillor Rahnuma Hayder	For
Councillor Richard Honeyman	For

Councillor Olivia Honeyman	For
Councillor Alan Latham	For
Councillor Jim Lord	For
Councillor James Meek	For
Councillor Richard Morland	For
Councillor Rodney Reed	For
Councillor Geoff Rutland	For
Councillor Linda Wallraven	For

The meeting closed at 9.42pm

Councillor Nazish Adil  
Mayor of Seaford

DRAFT