



## Seaford Town Council

**MINUTES** of a **Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 20<sup>th</sup> June 2019** at **7.00pm**.

### **Present:**

Councillor J Lord (Deputy Mayor).

Councillors L Boorman, P Boorman, M Brown, S Dunn (from item 10), J Edson, M Everden, M Hayder, R Hayder, R Honeyman, O Honeyman, A Latham, J Meek, R Reed, L Wallraven and B Webb.

James Jenkins, Young Mayor

Chanel Pritchard, Deputy Young Mayor

James Corrigan, Town Clerk – Seaford Town Council

Colin Andrews, Deputy Town Clerk – Seaford Town Council

Isabelle Moulard, Executive Support Officer – Seaford Town Council

2 members of the public

### **C22/06/19 Apologies for Absence**

Apologies for absence were received from Councillor N Adil, J Cash, R Morland & G Rutland.

### **C23/06/19 Disclosure of Interests**

No declarations were made of disclosable pecuniary interests or interests other than pecuniary interests as defined under the Seaford Town Council Code of Conduct and the Localism Act 2011, in relation to matters on the agenda.

### **C27/06/19 Public Participation**

No comments were received from members of the public.

### **C28/06/19 Minutes**

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

<b>C28.1</b>	Full Council - AGM	16 <sup>th</sup> May 2019
<b>C28.2</b>	Full Council - Ordinary	16 <sup>th</sup> May 2019
<b>C28.8</b>	Planning	25 <sup>th</sup> April 2019
		23 <sup>rd</sup> May 2019

### **C29/06/19 Mayor's Report**

The Council considered report 24/19 presenting the Mayor's Report and details of engagements.

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

### **C30/06/19 Young Mayor's Report**

The Young Mayor gave a verbal report which thanked the past Mayor, Linda Wallraven for her support during his term as Deputy Young Mayor and welcomed the new Mayor. The Young Mayor then introduced the new Deputy Young Mayor, Chanel Pritchard and informed the Council that during their term they plan to find ways to assist Seaford in becoming eco-friendly, working to support initiatives already in place, starting up and new all to help tackle climate change.

### **C31/06/19 Clerk's Report**

The Council considered report 29/19 presenting the Clerk's update report from March 2019 to date.

The Clerk gave a verbal update on various items of the written report, including: successful movements on changes to the Newlands School proposed development; upcoming meetings with Lewes District Council about Talland Parade works progress; the Projects and Facilities Department's current

activities including the re-marking of the disabled bays at Splash Point and progress with the skatepark works.

Councillors discussed points arising from the report, including: the possibility of CCTV along the seafront; the Town Clerk's attendance at a conference which highlighted the regeneration of the High Street at Stockton On Tees and what Seaford could learn from this; updates on the Neighbourhood Plan; and a recent potential litigation matter.

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

### **C32/06/19 District / County Councillor Update Report**

*Lewes District Council –*

Members received updates on matters concerning Seaford, including representation made on the Seaford Health Hub and members were also urged to use the Neighbourhood First facility.

*East Sussex County Council -*

Members received updates on matters concerning Seaford, including: grass verges and how members of the public are advised that they can cut their own grass verge as long as they remove the clippings; ongoing communication on the Homefield site proposal; and following the recently knife incident in Newhaven, that there have been several positive community meetings and Newhaven Football Club have agreed to hold a community drop-in every Friday to enable the public to interact with Councillors and Sussex Police representatives.

### **C33/06/19 2018/2019 Annual Governance Statement**

The Council considered report 16/19 presenting the 2018/19 Annual Governance Statement. The Council **RECORDED** a note of **THANKS** to the Responsible Financial Officer and Finance Manager for their hard work in producing the necessary detailed reports.

**C33.1** It was **RESOLVED** to **APPROVE** the effectiveness of the system of internal control.

**C33.2** It was **RESOLVED** to **APPROVE** the Annual Governance Statement for the year ended 31<sup>st</sup> March 2019 and **AUTHORISE** the Chair of the meeting and Town Clerk to sign on behalf of the Council as required.

### **C34/06/19 2018/2019 Annual Return Statement of Accounts**

The Council considered report 17/19 presenting the Final Accounts and Annual Return (Section 2) for the year ended 31<sup>st</sup> March 2019.

**C34.1** It was **RESOLVED** to **APPROVE** the Accounting Statements for the year ended 31<sup>st</sup> March 2019.

**C34.2** It was **RESOLVED** to **AUTHORISE** the Chair of the meeting to sign and date the Accounting Statements on behalf of the Council. The Chair of the meeting signed and dated the Accounting Statements for the year ended 21<sup>st</sup> March 2019.

*7.40pm Councillor S Dunn joined the meeting.*

### **C35/06/19 Internal Audit Report Year Ended 31<sup>st</sup> March 2019**

The Council considered report 18/19 presenting the final report from Mulberry & Co Ltd., Internal Auditor for year ended 31<sup>st</sup> March 2019.

**C35.1** It was **RESOLVED** to **NOTE** the Internal Auditor's report.

**C35.2** It was **RESOLVED** to **NOTE** the actions taken by Council Officers.

**C35.3** It was **RESOLVED** to **APPOINT** Mulberry & Co Ltd. as the Council's Internal Auditor for 2019/2010.

### **C36/06/19 C7 Standing Orders**

The Council considered report 26/19 presenting the review of the Council's Standing Orders.

It was **RESOLVED** to **ADOPT** the as presented Council Standing Orders.

A **RECORDED VOTE** was requested:

Councillor Liz Boorman	For
Councillor Phil Boorman	For
Councillor Mark Brown	Against
Councillor Sylvia Dunn	Abstained
Councillor John Edson	For
Councillor Morag Everden	For
Councillor Mohamed Ali Hayder	For
Councillor Rahnuma Hayder	For
Councillor Richard Honeyman	Against
Councillor Olivia Honeyman	Abstained
Councillor Alan Latham	For
Councillor Jim Lord	For
Councillor James Meek	Abstained
Councillor Rodney Reed	For
Councillor Linda Wallraven	For
Councillor Bill Webb	For

### **C37/06/19 F4 Financial Regulations**

The Council considered report 19/19 presenting the review of the Council's Financial Regulations.

It was **RESOLVED** to **ADOPT** the revised Council's Financial Regulations incorporating the discussed amendments to include the requirements for opening tenders over £50,000 are repeated in the table within the document as set out elsewhere in the policy.

### **C38/06/19 F5 General and Financial Risk Assessment**

The Council considered report 20/19 presenting the review of the Council's General and Financial Risk Assessment.

It was **RESOLVED** to **ADOPT** the revised Council's General and Financial Risk Assessment.

### **C39/06/19 The General Power of Competence**

The Council considered report 25/19 confirming the Council's eligibility for the General Power of Competence.

It was **RESOLVED** to **CONFIRM** that the Council meets the eligibility criteria to use the General Power of Competence as set out in the Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012: (a) The number of Seaford Town Councillors elected at the last ordinary election exceeds two thirds of its total number of seats and (b) The Town Clerk has the nationally recognised, sector-specific, Certificate in Local Council Administration.

### **C40/06/19 Councillor Attendance at Training**

The Council considered report 27/19 presenting the councillors training attendance record for the 2019/20 municipal year to date.

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

**C41/06/19 South Downs National Park Authority Elections**

The Council considered report 28/19 presenting the South Downs National Park Authority elections information and timetable.

**C41.1** It was **RESOLVED** to **NOTE** the contents of the report.

**C41.2** It was **RESOLVED** to **VOTE** for candidates Tim Bryant & Richard Waring.

**C42.3** It was **RESOLVED** to **DELEGATE** to the Town Clerk the completion of the Council's ballot paper and return to SSALC.

The meeting closed at 8.09pm

Councillor Jim Lord  
Deputy Mayor of Seaford

DRAFT