



Seaford Town Council

Community Services Committee

Minutes of the meeting of the **Community Services Committee** held at **37 Church Street, Seaford** on **Thursday 29 November 2012** at **7.00 pm**.

Present: Councillors B Warren (Chairman), R Allen, A Campbell, S Dunn, A Hayder, R Scarfe, P Heseltine, A Latham, and A White.
S Cooper, B King & D Parkes.
6 members of the public.

CS 28 Apologies for Absence and Declaration of Substitute Members

Apologies for absence were received from Councillors I J White and L Wallraven.

CS 29 Minutes

The minutes of the meeting held on Thursday 27 September 2012 were **AGREED** as an accurate record and signed by the Chairman.

CS 30 Disclosure by Members of Interests

No disclosures were made.

CS 31 Public Participation

Participant

Matter Concerning

Dominic Smith
West View Kiosk

Mr Smith refers to his tender application and wanted to make the Committee aware of his charitable activities, maintenance work carried out on the kiosk, and work with the Lifeguards. It has been with hard work but enjoyable and he would like to be granted an additional three years.

Bob Brown

Mr Brown commented that some of the noticeboards in the town were in urgent need of repair.

The Projects and Facilities Manager informed the meeting that three noticeboards have been refurbished and the remaining two or three will be refurbished in due course. The one that's fallen down on East Street is being repaired and refitted on 30 November.

CS 32 Finance Report

Members considered report 106/12.

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

CS 33 Facilities Charges

Members considered report 116/12.

It was **AGREED** to **APPROVE** the scale charges for the use of Council assets for 2013-14 as set out in Appendix B of report 116/12.

CS 34 Projects

Members considered report 108/12.

It was **AGREED** that the Projects Pool as set out in Appendix A of report 108/12 be included in the proposed budget for the 2013-14 financial year.

CS 35 Concession Tenders

Members considered report 112/12.

CS 35.1 It was **AGREED** to **APPROVE** the tenders as recommended in 1.1 of report 112/12. The Martello Kiosk concession was awarded to First Come First Served Ltd, The West View Kiosk concession was awarded to Dominic Smith, The Splash Point, Marine Parade and South Hill Barn concessions were awarded to PWW Ltd.

CS 35.2 It was **AGREED** to **DELEGATE** authority to the Town Clerk and Corporate Services Manager in consultation with the Chairman and Vice Chairman of this Committee to find a licensee for the High & Over Concession.

CS 36 Committee Budget for 2013-14

Members considered report 107/12.

It was **AGREED** to **DELEGATE** authority to the Chairman and Vice Chairman of this Committee the authority to agree a final Committee budget for 2013-14 with the Town Clerk and Corporate Services Manager, taking into account the comments of this Committee.

CS 37 Grounds Maintenance Contract – Procurement

Members considered report 109/12.

CS 37.1 It was **AGREED** in principle to Seaford Town Council's open spaces being included in the next Lewes District Council Grounds Maintenance Contract with services being procured and managed by Lewes District Council.

CS 37.2 It was **AGREED** to **DELEGATE** authority to the Town Clerk, Corporate Services Manager and Projects & Facilities Manager to negotiate terms; recommend standards, requirements and preferences for both the prospective contractor and Lewes District Council; and report back to Community Services Committee meetings with relevant updates.

CS 38 Physical Activity Framework

Members considered report 113/12.

It was **AGREED** to **APPROVE** the current position of the Seaford Physical Activity Framework Action Plan and await a further report to this Committee.

CS 39 Arts@theCrypt – Management Committee Report

Members considered report 111/12.

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

CS 40 Exchange Project – Classroom and Store

Members considered report 110/12.

It was **AGREED** that Seaford Town Council assist in the supply of a timber building for a classroom and a small storage container to be installed at the Exchange Project in Crouch Gardens.

CS 41 Memorial Trees

Members considered report 117/12.

It was **AGREED** that a memorial tree to be planted at Blatchington Pond, subject to all costs and care being covered by the applicant or supporting volunteers and approval of the final location being agreed by the Projects & Facilities Manager.

It was **AGREED** to **DELEGATE** authority to the Projects & Facilities Manager to approve similar applications in future, provided that such applications meet the requirements set out in 1.6 of report 117/12.

The meeting closed at 8.30 pm

Councillor B Warren (Chairman)