



Seaford Town Council

Minutes of the **Meeting** of the **Seaford Town Council** held at **The Council Chamber, 37 Church Street, Seaford** on **Thursday 10 May 2012** at **7.00pm**.

Present:

Councillor L Wallraven (Mayor)

Councillors S Adeniji, M F Brown, M Buck, A Campbell, S Dunn, P Franklin,

S Gauntlett, T Goodman, B Groves, A Hayder, P Heseltine, A Latham, S McStravick, R Scarfe, B Warren, L Wallraven, A White & I White.

Mrs S Shippen, Mrs P Woolven – Seaford Town Council.

C 1 Election of Mayor for the Municipal Year 2012/2013

It was **RESOLVED** that Councillor L Wallraven be appointed the Mayor of Seaford for the forthcoming Municipal Year.

C 2 Declaration of Acceptance of Office - Mayor

The Mayor, Councillor L Wallraven, pursuant to the provisions of Section 83 of the Local Government Act 1972, made a Declaration of Acceptance of Office in the prescribed form before the Town Clerk.

C 3 Election of Deputy Mayor for the Municipal Year 2012/13

It was **RESOLVED** that Councillor A White be appointed the Deputy Mayor of Seaford for the forthcoming Municipal Year.

C 4 Minutes

The minutes of the meeting held on 12 April 2012 were **APPROVED** by Council and signed by the Mayor.

C 5 Review of delegation arrangements and terms of reference for Committees

Council considered report 01/12

C 5.1 It was **RESOLVED** to **APPROVE** the delegation arrangements and terms of reference as detailed in Appendix A of the report.

C 5.2 It was **RESOLVED** that delegation arrangements and terms of reference be reviewed in May 2013.

C 6 Committees

Council considered report 02/12, the Town Clerk advised of a change to Golf Course Committee.

C 6.1 It was **RESOLVED** to **APPROVE** the appointment of Chairmen, Vice Chairmen and members of the Council's Committees as set below for the forthcoming Municipal Year.

That all other Councillors of the same political group may substitute for Committee members and to confirm that no new Committees be established at this time.

Community Services Committee – 8 members plus 3 ex-officio

B M Warren – Chair	A Hayder
A White – Vice Chair	P Heseltine
R E Allen (ex-officio)	A Latham
A Campbell	R Scarfe
S Dunn	L Wallraven (ex-officio)
	I J White (ex-officio)

Finance and General Purposes Committee – 8 members plus 3 ex-officio

S Adeniji – Chairman	S Gauntlett
M F Brown – Vice Chairman	T Goodman
R E Allen (ex-officio)	A Hayder
M Buck	L Wallraven (ex-officio)
B Burfield	I J White (ex-officio)
P L Franklin	

Golf Course Committee – 8 members plus 1 ex-officio

I J White - Chairman	S J Gauntlett
T Goodman - Vice Chairman	B Groves
R E Allen	L Wallraven (ex-officio)
S Adeniji	A White
P L Franklin	

Planning and Highways Committee – 8 members plus 1 ex-officio

L Wallraven – Chairman	S E McStravick
R Allen – Vice Chairman	R Scarfe
A Campbell	A White
B Groves	I J White (ex-officio)
A Latham	

Personnel Sub-Committee

R E Allen	L Wallraven
M F Brown	I J White

Grievance/Disciplinary Sub-Committee

S Adeniji	A Campbell
R E Allen	M Buck
M F Brown	

Appeal Sub-Committee

S Dunn	L Wallraven
P L Franklin	I J White
S McStravick	

C 7 Review Standing Orders and Financial Regulations

Council considered report 03/12.

C 7.1 The amendments to Standing Orders (as amended) were **PROPOSED AND SECONDED** to stand adjourned until the next meeting of the Council.

C 7.2 It was **RESOLVED** to **DELEGATE** to the Finance and General Purposes Committee the review of Financial Regulations and for that Committee to report back to a future meeting of the Council.

C 8 Representations on Outside Bodies

Council considered report 04/12.

C 8.1 It was **RESOLVED** to **APPROVE** the appointment of Members to represent the Council as scheduled below in accordance with Standing Order 2 j ix.

Outside Bodies

Access in Seaford & Newhaven	R Scarfe
Age Concern	M Brown
Bishopstone United Charities	B Groves, I White
Citizens Advice Bureau	M Brown
Cuckmere Community Bus	R Allen
Cuckmere Estuary Partnership	B Groves
Community Transport - Lewes Area	R Scarfe
Fair Trade Group	L Wallraven
Lewes District Association of Local Councils	M Brown, I White
Mercread Youth Centre	S McStravick
Planning User Group	R Allen
Seaford Chamber of Commerce	P Franklin, M Buck
Seaford Community Partnership	M Brown
Seaford Head Swimming Pool	T Goodman
Seaford In Bloom	A Latham, M Buck
Seaford Seniors' Forum	S Adeniji
Seaford Sustainability	M Brown, S Gauntlett
Seaford Twinning Association	S McStravick, R Scarfe
Smarter Seaford	S Dunn, T Goodman, A Latham
St. James's Trust	R Scarfe

The Base Management Committee
Youth Task Group

P Heseltine
S McStravick, B Warren,
A White, S Gauntlett

Liaison Committees

Christmas Lights Committee

B Groves, A White, I White,
A Hayder

Crypt Management Committee

M Brown, B Warren, A Latham

International Links Working Group

M Brown, L Wallraven, S Gauntlett

Seaford Head Nature Reserve

T Goodman, A White, S Gauntlett

Stakeholders Group on Health Issues

S Adeniji, S McStravick, I White,
A Latham

Strengthening Local Relationships

B Burfield, T Goodman, B Groves
S McStravick

C 8.2 It was **RESOLVED** to **AGREE** the reporting back arrangements as detailed in 1.2 and 1.3 of the report.

The Town Clerk asked Councillors to note that they were undertaking obligations to represent the Council at meetings.

C 9 Review inventory of land and other assets

Council considered report 05/12.

It was **RESOLVED** to **NOTE** the schedule of land and other assets owned by the Council.

C 10 Review and confirm Insurance arrangements

Council considered report 06/12.

It was **RESOLVED** to **CONFIRM** the existing Insurance arrangements.

C 11 Review of Council's and officer's membership of other bodies

It was **RESOLVED** to **APPROVE** subscriptions to;

- Sussex Association of Local Councils (SALC) which includes membership of the National Association of Local Councils (NALC) for £2,625.19 (12/13).
- Society of Local Council Clerks for £416 (2012).
- Institute of Chartered Accountants for England and Wales £310
- Seaford Chamber of Commerce for £45 (2011).
- Local Council Review for £15.50 (2011).
- Action in Rural Sussex Employers Handbook £650 (2011/12).
- Local Council Advisory Service Help Line £145 (2011/12).
- Lewes District Association of Local Councils £50 (2011)
- South Downs Network £25 (2011)

C 12 Review of the Council's complaints procedure

Council considered report 07/12.

It was **RESOLVED** to **CONFIRM** the Complaints Procedure as attached in appendix A of the report.

C 13 Review of Council’s policy procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.

Council considered report 08/12.

C 13.1 It was **RESOLVED** to **AGREE** the continuation of the procedure for dealing with Freedom of Information and Data Protection requests.

C 13.2 It was **RESOLVED** to **APPROVE** the review of the Freedom of Information Publication Scheme as attached at Appendix B of the report.

C 14 Review of Council’s policy for dealing with the press/media

Council considered report 09/12.

It was **RESOLVED** to **CONFIRM** the Press & Media Policy at Appendix A of the report.

C 15 Setting the dates, time and place of ordinary meetings of the Council and its Committees for the 2012-13 Municipal Year

Council considered report 10/12.

It was **RESOLVED** to **APPROVE** the meeting schedule as set out in Appendix A of the report, as amended with the change of dates from May 30 to May 31.

C 16 Apologies for Absence

Apologies were received from Councillor B Burfield.

C 17 Disclosure by members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.

There were no disclosures made.

C 18 Public Participation

<u>Questioner</u>	<u>Question Concerning</u>
Keith Blackburn	Thanked the members of the Council for all their work on the outside bodies and their valuable input. He suggested that perhaps only one member of an outside body should give a report.
James Cannon	Mr Cannon believed that many people in Seaford were angry at the precept rises of recent years and asked if the Council were committed to justification of increases and to giving value for money.

Councillor Ian White advised that most of the increase was due to increasing reserves in line with national policy.

C 19 Notification of Leader and Deputy Leader of the Council

It was **RESOLVED** that the information that Councillor I White had been appointed by the Conservative group to be Leader of the Council and Councillor M F Brown had been appointed by the Conservative group as Deputy Leader of the Council for the forthcoming Municipal Year.

C 20 Notification of Leader and Deputy Leader of the Minority Group

It was **RESOLVED** that the information that Councillor R E Allen had been appointed by the Liberal Democrats group as Leader of the Minority Group and Councillor S McStravick had been appointed by the Liberal Democrats group as Deputy Leader of the Minority Group for the forthcoming Municipal Year be **NOTED**.

C 21 Police Report

Council received a verbal report on police matters in Seaford by Sgt Chris Wright. It was **RESOLVED** that the information be **NOTED**, Sgt Wright was thanked for his report.

C 22 Seaford Health Stakeholders Health Fair

Councillor S Adeniji informed the meeting that the Health Meeting would take place on May 11 at the Crossway Church and thanked the Town Council and staff for their support. It was **RESOLVED** that the information be **NOTED**.

C 23 Outside Bodies Reports

Council considered report 13/12.

C 23.1 It was **RESOLVED** to **NOTE** the members reports.

C 23.2 It was **RESOLVED** to **REQUEST** that reports not yet received are submitted by the end of May to be considered at the next meeting of the Council.

C 24 International Links Working Group

Council considered report 11/12.

It was **RESOLVED** that the recommendations be **AGREED**.

C 24.1 That a Councillor to Councillor link be set up for e-correspondence, exchange of photos etc. between the Mayor of Onkaparinga (or her nominee Councillor for Onkaparinga's area of Seaford, South Australia) for Seaford, South Australia; and the Mayor of Seaford (or nominee-Councillor) and the Young Mayor of Seaford; at no cost other than email and scanner-use.

C 24.2 That the Working Group explore similar relationships with: Seafords in Long Island, New York; in Delaware; in Virginia; Peter White maintains his Facebook link with émigrés from Seaford Jamaica.

C 24.3 That the Group encourages (in the name of STC, and through Peter White) Seaford clubs and groups to become involved with these Seafords noted above. For example Seaford Photographic Society, local photographic businesses, individuals, be asked to donate to the STC archive of photographs other representative copyright-free pictures of Seaford to form a Seaford Album to share with these communities. Cost to STC: space on its servers for digital pictures. (This album would be a permanent asset for STC and its website). Also the Seaford Museum is asked to consider links with local history museums in the Seafords in Jamaica, Delaware, and New York, and also in our twin-town Bönningstedt. Cost to STC: nil. Peter White to approach Kevin Gordon and Seaford Museum Chair. Further Peter White to ask Rotary, Lions, Lifeguards (Seaford, SA has Surf-Rescue) and Churches to look at links with their counterparts where they exist.

C 24.4 It was resolved that the Council had no problem with the establishment of a facebook page for links between all the Seafords at no cost to the Council providing a member of the ILWG administer the page. A volunteer will be needed to administer the page (Cllr. McStravick will be asked).

C 25 Flag for Sussex Day

Council considered report 12/12.

It was **RESOLVED** to **PURCHASE** and fly the traditional East Sussex Flag on Sussex Day.

C 26 Honorary Freedom of the Town

Council considered report 14/12.

It was **RESOLVED** to **AWARD** the Freedom of the Town to Mr Laurie Holland and Mr Don Mabey.

The meeting finished at 8.55 pm.

Councillor L Wallraven
Mayor