



Seaford Town Council

MINUTES of the Annual Meeting of the **Full Council** held at the Council Chambers, 37 Church Street, Seaford on **Monday 18th May 2015** at **7.00pm**.

Present:

Councillor D Argent (Mayor) and Councillor R Hayder (Deputy Mayor).
Councillors S Adeniji, M Brown, D Burchett, C Campbell, R Chambers, L Freeman, R Honeyman, O Honeyman, M Lambert, P Lower, A McLean, D Silvey-Adam and L Wallraven.
Millie Hemsley (Young Mayor 2014-15) and Gabrielle Edwards (Young Mayor 2015-16)
James Corrigan, Town Clerk – Seaford Town Council
Georgia Raeburn, PA to the Town Clerk – Seaford Town Council (minutes)
Lucy Clark, Support Services Manager – Seaford Town Council
Oliver Stanyard, Business Manager – Seaford Town Council
Peter White, Sergeant at Mace for Seaford

24 members of the public.

C1/05/15 Election of Mayor for the Municipal Year 2015-2016

Two nominations were received for the position of Mayor of Seaford; Councillor Dave Argent and Councillor Mark Brown

Further to a vote, it was **RESOLVED** that Councillor Dave Argent be **APPOINTED** as Mayor of Seaford for the forthcoming Municipal Year.

C2/05/15 Declaration of Acceptance of Office – Mayor

C2.1 The Mayor, Councillor D Argent, 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 2.2 Councillor D Argent moved:

“That whereas Councillor M Brown was elected Mayor of the Seaford Town Council for the year 2014/15 at the meeting of the Council held on 8th May 2014; And whereas by his unswerving devotion to his duties, he has maintained the dignity and honour of such an office;

And whereas the Council is desirous of expressing and recording grateful thanks to Councillor M Brown for the dedicated service which he has so willingly and freely given to the town during this year of office.

Be it now **RESOLVED**: that the Council do remember and record its gratitude to Councillor M Brown in the minutes of the proceedings of the Council held this day, 18th May 2015, and that this resolution be engrossed, sealed and presented in a suitable form by the Mayor and the Town Clerk on behalf of this Council.”

The resolution carried unanimously.

C3/05/15 East Ward Elections

Members considered report 11/15.

The Clerk confirmed that Lewes District Council had announced that the election for Seaford East Ward would be held on Thursday 25th June 2015.

It was **AGREED** that the Council set aside 20% of the committee vacancies for the East Ward councillors and to **DELEGATE** authority to the Town Clerk to allocate the committee appointments with the East Ward councillors providing there is no conflict, where a conflict arises the Town Clerk will bring a report back to Council.

C4/05/15 Election of Deputy Mayor for the Municipal Year 2015-16

Two nominations were received for the position of Deputy Mayor of Seaford; Councillor Sam Adeniji and Councillor Rahnuma Hayder.

Further to a vote, it was **RESOLVED** that Councillor Rahnuma Hayder be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming Municipal Year.

C5/05/15 Declaration of Acceptance of Office – All Councillors

It was **NOTED** that all Councillors present had made a Declaration of Acceptance of Office in the prescribed form before the Town Clerk.

C6/05/15 Apologies for Absence

There were no apologies for absence.

C7/05/15 Minutes

It was **RESOLVED** to **NOTE** and **ADOPT** the following minutes:

C7.1 Planning & Highways Committee – 2nd April 2015

C7.2 Full Council – 9th April 2015

C7.3 Finance & General Purposes Committee – 16th April 2015

C7.4 Planning & Highways Committee – 23rd April 2015

C8/05/15 Disclosure of Interests

No declarations were made of discloseable 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.

C9/05/15 Public Participation

Alan Latham Hopes that the Council be able to continue working together as in his experience the Council is at its best when that is achieved. Voiced his concerns as to the election needing to be held in East Ward and whether it



was appropriate for a candidate to be put forward whose health was failing. Questioned who would bear the cost of this election?

Town Clerk The by-election has come about from unforeseen circumstances, the cost of which will be the Council's. It is estimated to be approximately £6k. The Council may also be faced with holding another election in Central ward but details are not yet confirmed; the Clerk has asked Lewes District Council if there would be a possibility of holding the elections together.

Keith Amery Requested that members remember to speak at a level so the public in the gallery can hear comfortably.

Bob Brown Requested that if it is brought back to Council, that the new Council reinforce the Council's previous resolution to support retaining Cuckmere Valley and maintenance being carried out on the banks, not being left for nature to take its course.

Councillor Adeniji Requested that the Clerk look at ensuring that the Council are kept abreast with plans regarding Cuckmere.

Debbie Ward (Seaford Resident's Voice) Questioned whether the Clerk had had any success with looking in to recouping the funds associated with the legal action involving the former Town Clerk, as per the request of the Council on 21st August 2014.

Town Clerk It would be difficult to pursue this while the Employment Tribunal is still proceeding; legal advice will be sought in due course.

Debbie Ward (Seaford Resident's Voice) Questioned whether the Council were still looking in to options for recording the meetings?

Town Clerk The quotes received for equipment were in the region of £3k, Council Officers are therefore looking in to cheaper alternatives. For around £500-600 the Council may be able to have a normal video camera set up at the back of the room with a remote microphone suspended from the ceiling nearer members.

Roger Foxwell Expressed his wish for the Council to continue looking in to devising a Neighbourhood Plan. Questioned whether the Council would consider holding its meetings in an alternative venue with easier access and seating for members of public.

Mayor Argent Item 15 on the agenda will be addressing the Neighbourhood Plan Working Group, the work of which has been on hold while the elections were taking place. The Council takes on board the comment regarding the meeting venue.

Peter White Requested that when making appointments to Outside Bodies the Councillors consider whether they have a real interest and passion for the organisation and its work, mentioning Impact Seaford and Seaford Twinning Association. Elaborated on the Seaford Twinning Association



report that STA had held 10 social events this year, two trips to Germany with Seaford Silver Band, membership has doubled and they have successfully established a German education group, and that they would gladly have a Council representative who wished get more involved.

Fiona House Wished to reiterate the importance of the previous point regarding Councillors having an interest in the Committees and Outside Bodies they are standing for.

C10/05/15 Young Mayor

Young Mayor for the Municipal Year 2014-15 Millie Hemsley handed over the Young Mayor's Chain to Gabrielle Edwards who takes over the role for the 2015-16 Municipal Year.

It was confirmed that Seaford Head School are still processing the elections for Deputy Young Mayor; the results will be announced once known.

C11/05/15 Policy Timetable

Members considered report 01/15 and **NOTED** the contents.

It was noticed that the Petitions Policy is currently in draft format and will be presented to the Council at the meeting in June for adoption.

C12/05/15 Committee Membership

Members considered report 02/15.

C12.1 It was **RESOLVED** to **APPOINT** members of the Finance & General Purposes Committee as set out below for the forthcoming Municipal Year:

S Adeniji	M Brown (Chair)	R Honeyman
M Lambert	P Lower	A McLean

Vacancies for East Ward councillors: 4 (including Vice-Chair position)

C12.2 It was **RESOLVED** to **APPOINT** members of the Community Services Committee as set out below for the forthcoming Municipal Year:

D Argent	C Campbell (Chair)	R Chambers
L Freeman	R Hayder	O Honeyman
A McLean (Vice-Chair)	D Silvey-Adam	

Vacancies for East Ward councillors: 2

C12.3 It was **RESOLVED** to **APPOINT** members of the Planning & Highways Committee as set out below for the forthcoming Municipal Year:

D Argent	D Burchett	R Honeyman (Vice-Chair)
M Lambert	P Lower	A McLean
L Wallraven (Chair)		

Vacancies for East Ward councillors: 3



C12.4 It was **RESOLVED** to **APPOINT** members of the Golf Committee as set out below for the forthcoming Municipal Year:

S Adeniji (Chair)	M Brown	C Campbell
R Chambers (Vice-Chair)	L Freeman	O Honeyman
A McLean	D Silvey-Adam	

Vacancies for East Ward councillors: 2

C12.5 It was **RESOLVED** to **APPOINT** members of the Personnel Sub-Committee as set out below for the forthcoming Municipal Year:

S Adeniji (Chair)	C Campbell (Vice-Chair)	L Freeman
R Honeyman		

Vacancies for East Ward councillors: 1

C12.6 It was **RESOLVED** to **APPOINT** members of the Grievance/Disciplinary Sub-Committee as set out as below for the forthcoming Municipal Year:

D Argent (Chair)	D Burchett	R Chambers
L Freeman (Vice-Chair)	A McLean	

Vacancies for East Ward councillors: 0

C12.7 It was **RESOLVED** to **APPOINT** members of the Appeals Committee as set out below for the forthcoming Municipal Year:

M Brown (Chair)	M Lambert (Vice-Chair)	P Lower
L Wallraven		

Vacancies for East Ward councillors: 1

C12.8 Members considered the positions of Chair and Vice-Chairman for each of the Committees:

i. Finance & General Purposes:

It was **RESOLVED** to **APPOINT** Councillor M Brown as Chairman.

There were no nominations for the position of Vice-Chairman.

ii. Community Services:

There were two nominations for the position of Chairman; Councillor Carol Campbell and Councillor Lindsay Freeman.

It was **RESOLVED** to **APPOINT** Councillor C Campbell as Chairman.

It was **RESOLVED** to **APPOINT** Councillor A McLean as Vice-Chairman.



iii. Planning & Highways:

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Chairman.

It was **RESOLVED** to **APPOINT** Councillor R Honeyman as Vice-Chairman.

iv. Golf:

It was **RESOLVED** to **APPOINT** Councillor S Adeniji as Chairman.

It was **RESOLVED** to **APPOINT** Councillor R Chambers as Vice-Chairman.

v. Personnel Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor S Adeniji as Chairman.

It was **RESOLVED** to **APPOINT** Councillor C Campbell as Vice-Chairman.

vi. Grievance/Disciplinary Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor D Argent as Chairman.

It was **RESOLVED** to **APPOINT** Councillor L Freeman as Vice-Chairman.

vii. Appeals Sub-Committee:

It was **RESOLVED** to **APPOINT** Councillor M Brown as Chairman.

It was **RESOLVED** to **APPOINT** Councillor M Lambert as Vice-Chairman.

C13/05/15 Outside Bodies Representative Reports

Members considered report 03/15 and **NOTED** the contents of the report and its appendices.

C14/05/15 Representation on Outside Bodies

Members considered report 04/15.

C14.1 Council Officers will contact those organisations where more members are wishing to be a representative than in previous years.

It was **RESOLVED** to **APPOINT** representatives of outside bodies and liaison committees as set out below for the forthcoming Municipal Year. Positions listed as vacant will be open to the East Ward councillors to fill.

Outside Body	No of Reps	Representative/s
Access in Seaford & Newhaven	1	Marion Lambert
Bishopstone United Charities	2	David Burchett



		[VACANT]
Citizen's Advice Bureau	1	Mark Brown
Coastal Futures Group	1	Dave Argent
Community Rail Partnership	1	Richard Honeyman
Community Transport - Lewes Area (CTLA)	1	Dave Argent
Cuckmere Community Bus	1	[VACANT]
Cuckmere Estuary Partnership	1	Mac McLean
East Sussex Assoc of Local Councils (ESALC)	2	Richard Honeyman
		[VACANT]
Fair Trade Group	1	Olivia Honeyman
		Linda Wallraven
Lewes District Assoc of Local Councils (LDALC)	2	Richard Honeyman
		Penny Lower
Mercread Youth Centre	1	Carol Campbell
Planning User Group	1	Penny Lower
Seaford Chamber of Commerce	1	Mark Brown
		Mac McLean
<i>Impact Seaford (CoC Sub-Committee)</i>	2	Sam Adeniji
		Carol Campbell
Seaford Community Partnership	1	Mark Brown
		Richard Honeyman
Seaford Head Swimming Pool	1	Marion Lambert
Seaford Residents Voice	1	Mark Brown
Seaford Seniors Forum	1	Sam Adeniji
Seaford Twinning Association	1	Olivia Honeyman
Smarter Seaford	1	Rob Chambers
St James' Trust	1	Debbie Silvey-Adam
Stakeholders Group on Health Issues	4	Sam Adeniji
		Mark Brown
		Olivia Honeyman
		Penny Lower
Youth Task Group	2	Carol Campbell
		Rob Chambers
		Lindsay Freeman

		Olivia Honeyman
		Mac McLean
Liaison Committees:		
Arts@theCrypt Management Committee	3	Carol Campbell
		Lindsay Freeman
		Debbie Silvey-Adam
Christmas Lights Committee	4	Dave Argent
		Lindsay Freeman
		Rahnuma Hayder
		Richard Honeyman
Environment Agency Meetings	4	Olivia Honeyman
		Penny Lower
		Mac McLean
		[VACANT]
Seaford Head Nature Reserve	2	Olivia Honeyman
		Mac McLean
Strengthening Local Relationships	4	Lindsay Freeman
		Penny Lower
		Linda Wallraven
		[VACANT]
The Base Management Committee	1	Rob Chambers
Tree Wardens Group	1	Marion Lambert

C14.2 It was **RESOLVED** to **NOMINATE** Councillor Mark Brown for consideration for a Parish Member appointment to the National Park Authority.

C15/05/15 Nominations to Working Groups

Members considered report 05/15.

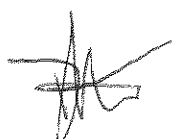
It was **RESOLVED** to **APPOINT** members to the currently established Working Groups as follows:

Flood Defence Working Group:

Councillors S Adeniji, O Honeyman, M Lambert and A McLean.

Neighbourhood Plan Working Group:

Councillors S Adeniji, M Brown, R Chambers, L Freeman, R Hayder, R Honeyman and P Lower.



The Clerk clarified that working groups do not make any decisions they instead make recommendations to Full Council or a relevant Committee for consideration.

C16/05/15 Review Inventory of Land and Other Assets

Members considered report 06/15.

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

The Clerk confirmed that a full review will be undertaken of all land ownership with a report brought back to Full Council so it can decide what its intentions are with the land, in particular those plots of land bringing no value to the Council.

C17/05/15 Review and Confirm Insurance Arrangements

Members considered report 07/15.

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

C18/05/15 Subscription to Other Bodies

Members considered report 08/15.

It was **RESOLVED** to **APPROVE** the Council's subscription to other bodies as per the report.

The Clerk was requested to look in to whether it is necessary to use the British Association of Shooting and Conservation or if an alternative organisation could be used.

C19/05/15 General Power of Competence

Members considered report 09/15.

It was **PROPOSED** that Council Officers be **INSTRUCTED** to pursue obtaining the General Power of Competence and meeting the desired criteria; this was **CARRIED**.

C20/05/15 Co-operative Bank – Change of Signatories

Members considered report 10/15.

C20.1 It was **RESOLVED** to **APPOINT** all Councillors as signatories to the Co-operative Bank account for the Town Council.

C20.2 It was **RESOLVED** to **AGREE** the resolution set out in 1.3 of the report (below) to comply with the Co-operative Bank requirement for the change of account signatories and authorisation:

- The Co-operative Bank p.l.c. ("the bank") shall continue as our bankers in accordance with our original application.



- The bank shall be authorised to accept instructions (including written instructions sent by facsimile and electronic instructions through the use of digital signatures and/or identification numbers or passwords) from us in connection with the account(s) and the service, provided that the instructions are given and/or signed in accordance with the signing authority listed in the account signatories Section 4b. Instructions shall mean: cheques, bills of exchange, promissory notes or other orders for payment drawn, made or accepted on our behalf (even if the payments cause the account(s) to be overdrawn) and requests or instructions in writing concerning the account(s), our affairs or property (including the opening of new account(s), the arranging of facilities and creation of security)
- The bank shall be authorised to honour all cheques and all other documents made or accepted on our behalf even if such a payment causes any accounts to be overdrawn or increase any existing overdraft, provided that such documents are signed in accordance with the specimen signatures shown in the account signatories Section 4b.
- The bank shall act on all specimen signatures in accordance with any instruction, notice, request or other document in writing concerning our account (including the opening of new accounts) affairs or property, as shown in the account signatories Section 4b.
- The bank shall be sent a copy of any future resolutions which affect the terms of these resolutions.
- The bank shall be sent a copy of any changes in our Memorandum and Articles of Association /Regulations constitution, rule book or byelaws.
- The bank shall be notified in writing of any change of Members or Officials, where applicable some charities are also registered as Ltd, so will need to include full list.
- The bank shall be notified in writing of any change of official authorised to sign on our behalf.
- The bank shall otherwise continue to operate our account(s) in accordance with the business account mandate.
- The bank shall be notified in writing of any overall change of control in the business.
- All signatories to the account are aged 18 or over.
- In the case of joint account holders, we agree that on application by one of us for an overdraft on the account the Bank may provide oral pre-contractual information to one of us only prior to the overdraft being agreed. In this case any overdraft terms will be sent to multiple account holders after the overdraft is agreed and available to use.



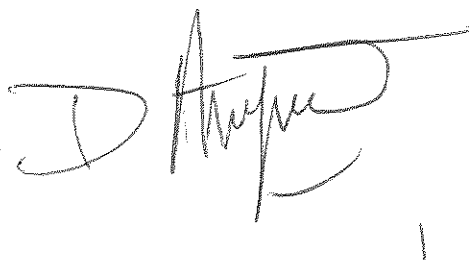
Authority for Additional Named Individual to draw on account

We authorise and request that until you receive written notice from any one of us to the contrary to treat and consider additional signatories listed in Section 3b as fully empowered by us and on our behalf:

- To draw, sign and endorse cheques and other orders for payment on our account(s) with you.
- To draw, sign, accept and endorse bills of exchange and promissory notices on our account(s) with you.
- To receive cheques, statements and other vouchers relating to our account(s) with you.
- To withdraw all or any of our securities, documents or other property or anything else held by you by way of security or for safe custody collection or any other purpose whatsoever on our account(s).
- To arrange terms with you for the negotiation or discount of any documents.
- To negotiate with you for and take advances whether by way of loan, overdraft discount or otherwise with or without security.
- To charge, pledge and deposit with you any of our property upon such terms as you may require to secure the payment or discharge to you on demand all monies and liabilities which shall for the time being (and whether on or at any time after such demand) be due owing or incurred to you by us whether actually or contingently and whether solely or jointly with any other person and whether as principal or surety including interest discount commission and other banking charges.
- Generally to act on our behalf in all transactions and matters of business with you and to comply fully with any account terms and conditions and security requirements you may operate in connection with our account(s) with you now or in the future.
- To act on the above instructions and in particular to pay and honour all such cheques, orders, bills, notes or requests as abovementioned notwithstanding that any such payment may cause our said account(s) to be overdrawn or may increase any existing overdraft.

The meeting closed at 8.23pm.

Councillor Dave Argent
Mayor of Seaford

A handwritten signature in black ink, appearing to read 'D Argent', with a long horizontal stroke extending to the right.

J. H.