



## Seaford Town Council

### Report 83/18

<b>Agenda Item No:</b>	<b>7</b>
<b>Committee:</b>	<b>Council</b>
<b>Date:</b>	<b>2<sup>nd</sup> August 2018</b>
<b>Title:</b>	<b>Clerk's Report</b>
<b>By:</b>	<b>James Corrigan, Town Clerk</b>
<b>Purpose of Report:</b>	<b>To update Councillors of key developments that the Town Clerk has been involved in since the last Clerk's Report on 21<sup>st</sup> June 2018.</b>

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#### Recommendations

##### You are recommended:

- 1. To note the contents of the report.**
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#### 1. Information

**1.1 Outstanding Freedom of Information Act requests, complaints and compliments**, since the last Council meeting there have been two Freedom of Information Act requests.

**1.2** One was regarding pension and National Insurance payments and the other was in relation to accidents and inspections on the seafront. The first request was fairly straightforward and took no more than 30 minutes. The second request in respect of the seafront took up a considerable amount of officer's time. There have only been three accidents, two of which have resulted in no successful claim and the last of which is still pending.

**1.3** There have not been any formal complaints during this period although there have been a lot of a calls and emails from residents regarding the Travellers who arrived on Monday 23<sup>rd</sup> July to camp in tents on the pumping station Martello field. Officers had daily contact with these Travellers and they were asked to leave but in the absence of any association criminal activity or anti-social behaviour, Police powers to evict could not be used.

They were spoken to on Thursday about leaving and they did leave that day. They also left the field litter free as requested.

There were some Irish travellers in Town on Thursday also who were staying in Newhaven, they have now been evicted and have left the County we understand.

Dealing with this particular Traveller issue did directly result in delays to the Council agenda being completed, for which I apologise.

**1.4** There have also been some complaints about litter on the beach and some anti-social behaviour around Splash Point.

**1.5** The litter issues around bins on the seafront have largely been resolved by placing signs on the bins asking people to take their rubbish home with them if the bin is

full. The leaving of rubbish on the beach by some groups during these busy periods does still remain however.

- 1.6 The groups of youths that have started to congregate in the Splash Point area also leave lots of litter, as they did on the 26<sup>th</sup> July. There have also been some minor incidents of anti-social behaviour. We are working with the Police and Neighbourhood First on this.
- 1.7 There was until about four weeks ago a caravan permanently parked on the seafront. This did result in numerous complaints despite it being on the Highway for which East Sussex County Council are responsible. Despite this, ESCC were advising residents it was a Town Council issue. However, we did work with the newly established Neighbourhood First team at Lewes District Council and they were able to remove it when it was eventually left vacant.
- 1.8 Complaints continue to flow regarding the quality of the cleaning of The Martello toilets, and others. The contractors agreed to place a sign in the toilets for cleaners to sign off when they have cleaned them some time ago, this has yet to arrive. Residents remain convinced they are not being cleaned four times per day as per the contract. A letter has been sent to LDC to ask that the possibility of transferring all cleaning funds to Seaford Town Council be considered again.
- 1.9 As with any time, officers regularly receive positive feedback. This past few weeks has seen a lot of positive feedback on the Armed Forces Day organised by the Council and partners. Also, on the recent filming of “Hope Gap” managed by Town Council staff, in particular Sharan Brydon who did a great job. There has also been positive feedback on the flowers around town funded by the Town Council, as well as the quality of Seaford Head Golf Course and The View.
- 1.10 A local lady who regularly uses the outside gym also recently contacted us to thank us for ensuring it was repaired recently. We have plans to carry out a minor refurbishment of the equipment which will hopefully please her also. Well done Tony Jackson for getting this all arranged.
- 1.11 The local residents who were so vociferous in asking what was happening with the recent Traveller visit were more than equally complimentary for all the work we did to move them on as soon as possible.
- 1.12 **Press release and communications**, since that last Clerk’s Report there have been fifteen press releases and the updating of two position statements. The press releases have covered a wide variety of subjects from the recent financial donations to local groups made by the Council to the opening of the new Wheelchair Swing at The Salts this weekend and the new concession Skipper Water Sports on the seafront.
- 1.13 Recently the Town Clerk has been meeting with individuals who have been particularly concerned or outspoken about the Town Council. This has proved very productive as often the concerns are actually misinformed or not relating to Seaford Town Council. All those who have come along and had a meeting have left with a far greater understanding of what Seaford Town Council does and are generally very happy, with some writing emails of thanks for the time given.
- 1.14 **Staffing update**, following the agreement to appoint a Deputy Town Clerk at the last meeting, the position was advertised but unfortunately there were insufficient candidates to hold interviews. Accordingly the position has been re-advertised for a month, together with the temporary position of Executive Support Officer maternity cover.

- 1.15** The process of undertaking annual staff appraisal will be starting soon.
- 1.16** The team in the office are performing very well at a time when lots of unexpected issues arise. They are coping with these whilst managing to continue to take the Council forward.
- 1.17** The team at The View have continued to do an excellent job recording record monthly takings of £55,184 in June. The month of July looks equally promising to date with some exceptional days recorded. The booking of events is also on the rise and they continue to come in thick and fast with many weekends in fully booked for the rest of the year, well done in particular to Craig Nicol and Rebecca Sandalls.
- 1.18** Despite the challenging weather the Greenkeeping team are continuing to provide an exceptionally high quality course with compliments from golfers continuing to flow.
- 1.19** **Central Management Team**, the Town Clerk, Consultant Accountant, Finance Manager, Projects & Facilities Manager and Executive Support Officer have continued to meet monthly. The General Manager at The View and the Head Greenkeeper now also attend for the first section on finance and HR, which has proved useful. The meetings have been productive and do ensure that we are all up to speed with what is going on and what is on the horizon.
- 1.20** **The View support**, the level of support has been minimal with all areas working well. It is still intended to give additional support in marketing and internal systems over the coming months.
- 1.21** **Seaford Head Golf Course support** continues but again is at a minimal level as the course continues to thrive. We are currently looking at tenders for new buggies on lease, as the existing ones are not performing well. We are also looking at ideas to increase the size of the putting green, which would be a welcome addition for golfers.
- 1.22** **Leases updates**, several leases are still at various stages of progression and have moved on a little since last reporting. The Rugby Club and Cricket Club leases both have similar issues around guaranteed use of pitches without leasing the land to the clubs, which we are attempting to resolve as one does relate to securing external funding.
- 1.23** **Events**, the Armed Forces Day was superbly organised by Sue Treadwell and Sharan Brydon and was a big success with very positive feedback. A debrief has taken place and plans are afoot to make it more appropriate for the next year's event with more military presence.
- 1.24** The Mayor's Civic Service was again very well organised by Gemma Saunderson-Barker, who did a superb job in pulling it all together from paperwork without having seen the event (as was the case for Sue organising Armed Forces Day) which always makes it harder.
- 1.25** **Capital land projects**, the applications for North Way have now been submitted and verified by Lewes District Council. There are three applications in total one to lift a Section 52 Agreement which designated the area as a play area. As Councillors will recall this has never been used as a children's play area, there are no items of play equipment, not even a seat for parents to sit on, there is a sign saying no ball games and the area fails to meet minimal standards in terms of space and safety for a children's play area. The second application is to construct three houses on the site with the third being to divert the right of way to a more convenient route. The estimated value of the land (on the basis of clear offers) is in

excess of £500,000. This income will be used to deliver the Council's Strategic Objectives and in particular will enable the immediate commissioning of the Martello toilets and the other major projects. When the Council consulted with every household in Seaford on the question of selling this land, this proposal was supported by residents. There are of course some nearby residents who are objecting to the plans.

- 1.26 Litigation**, a further meeting has taken place with the former tenant of Hurdis House recently following the resolution at the last Council meeting. However, at present there is still no agreed settlement. We are therefore still collecting evidence and taking statements from witnesses. The second item of litigation has not moved any further since the last Council meeting when it was agreed that Karen Singleton and Councillor Lower should do the mediation on behalf of the Town Council. Attempts at making contact have not proved successful thus far. In the interim, all of the Council's papers have been submitted to the Court.
- 1.27 Neighbourhood Plan**, the Neighbourhood Plan is continuing to progress. It is looking highly likely that a second Regulation 14 will have to be followed. Also, it is looking likely that the next stage Regulation 17 will not be allowed to progress until the Dane Valley project research is complete to ensure it is a viable project. Once further information is available this will be shared with the Council.
- 1.28 Review Policies**, only six policies are presented for review at this Council meeting as opposed to the thirteen at the last meeting. The team have done a superb job in managing to get all of these reviewed and amended accordingly whilst getting on with their day to day functions, in particular Georgia Raeburn. We are already working on the next batch of policies due for review which will be presented at the October meeting. It is hoped these will include some key strategic policies.
- 1.29 Traffic Regulation Orders for the seafront** and Cliff Gardens are with East Sussex County Council with some issues still to be resolved; this will be worked on further over the coming weeks.
- 1.30 The Roof at The View**, the work is now complete and the scaffolding has been removed. The area does of course require a lot of watering in this weather which the contractors are doing. The roof does look better than it has ever done.
- 1.31 Brown Signage Scheme**, the brown Tourist Information Signs are now all largely installed after years of attempting to secure this, ESCC have now installed them. At the time of writing the large sign on the A127 is still outstanding but most of the others are in. This will fulfil one of the Council's Strategic Objectives.
- 1.32 Cliff Gardens Concrete blocks**, these were very kindly loaned to us by the Port Authority. However, after Lewes District Council completed an eviction of numerous caravans on Denton Island they were suddenly needed there on Port Authority land. The time period did take us by surprise, but we will close the road off with some aggregates, probably once the triathlon has cleared the site. This will be an interim measure with a view to ordering our own concrete blocks which we can then use whenever and wherever needed.
- 1.33 Holidays**, having taken two weeks holiday recently there does remain a bit of a backlog with emails and other tasks to do, if any are affected please accept my apologies.

**2. Financial Appraisal**

There are no financial considerations as a result of this report.

**3. Contact Officer**

The Contact Officer for this report is James Corrigan, Town Clerk.

Town Clerk



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