



## Seaford Town Council

**MINUTES** of a **Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 18<sup>th</sup> October 2018** at **7.00pm**.

### **Present:**

Councillor L Wallraven (Mayor) and Councillor L Freeman (Deputy Mayor).  
Councillors S Adeniji, D Argent, P Boorman, M Brown, D Burchett, J Elton, N Freeman, R Hayder, O Honeyman, R Honeyman, J Lord, P Lower and M Wearmouth.  
James Jenkins, Deputy Young Mayor  
James Corrigan, Town Clerk – Seaford Town Council  
Colin Andrews, Deputy Town Clerk and RFO – Seaford Town Council  
Isabelle Mouland, Executive Support Officer (Maternity Cover) – Seaford Town Council  
Tony Jackson, Project and Facilities Manager – Seaford Town Council  
34 members of the public

The Mayor welcomed Colin Andrews and Isabelle Mouland to their first Full Council Meeting.

### **C80/10/18 Apologies for Absence**

Apologies for absence were received from Councillors B Burfield, T Goodman, A Latham, B Webb, C White, and Young Mayor Dominic Avey.

### **C81/10/18 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.

### **C82/10/18 Public Participation**

*Comments on Agenda Item 8, North Way Land Petition*

- Resident A*                      *Expressed concern about the land sale which will result in a loss of green space. Feels that the Councillors did not make an informed decision as they had not received all the facts about the use of the land. Highlighted that green spaces are vital to health, both mental and physical, that it would not be fair to develop the land and that residents will continue to oppose development.*
- Resident B*                      *Explained how the proposed development will block access to their house and that legal steps are being taken to investigate and hopefully stop this from happening. The proposed development will cause traffic and parking problems and is not in keeping with surroundings due to much smaller outside space of properties and shared driveways.*
- Resident C*                      *Unacceptable that Seaford Town Council is hiding behind its petitions policy when other authorities review petitions with a lower threshold. The Town Clerk had not been aware of s52 agreement but carried on with process after it was brought to his attention. The re-routing of the footpath is fundamental but has not yet started. Urged the Council to leave the site as intended.*
- Resident D*                      *Concerned that the Council is being misled about the use of the land and that it is not just used as a cut through, it is used for outside play.*
- Town Clerk                      Response to comments under item 8.

## Comments on Agenda Item 9, Neighbourhood Plan

*Resident E* Discussed North Way Land Sale, supported the above comments from residents adding that Seaford lacks green corridors and this should be looked at by the neighbourhood plan review group. Concerned the existing Neighbourhood Plan Steering Group is not meeting in public and the meeting minutes are not available to the public.

*Resident F* Within the draft Neighbourhood Plan there are over 100 units that have been reserved but adequate sewerage and gas needs to be in place. Other sites have been reserved by their owners who have no intention of building. The resident had offered the Council its eastern land which is a brownfield site ready for development.

*Resident G* Comments on item 10a, proposals for trade huts. Asked the Council to consider –

- a more secure license agreement to make concessions feel more 'safe' and able to develop businesses;
- let huts be available all year round for those that want to continue trading and make them more affordable;
- keep the initial agreement as this worked very well.

Town Clerk Cannot see a problem with the huts being available all year round if there is a demand, however will need to consider weather. Unfortunately, concession agreements can only be short term, this is a risk that comes with being a concession. Rates and agreements with concessions must be fair and consistent with all traders.

## C83/10/18 Minutes

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

<b>C83.1</b>	Full Council	2 <sup>nd</sup> August 2018
<b>C83.2</b>	Planning & Highways	9 <sup>th</sup> August 2018
<b>C83.3</b>	Planning & Highways	30 <sup>th</sup> August 2018
<b>C83.4</b>	Planning & Highways	20 <sup>th</sup> September 2018
<b>C83.5</b>	Golf & The View	4 <sup>th</sup> September 2018
<b>C83.6</b>	Finance & General Purposes	27 <sup>th</sup> September 2018

(Noted the change of the Budget Working Group meeting to 10<sup>th</sup> January 2019)

## C84/10/18 Mayor's Report

The Council considered report 120/18 presenting the Mayor's Report and details of engagements.

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

## C85/10/18 Young Mayor's Report

Nothing reported.

## **C86/10/18 Clerk's Report**

The Council considered report 111/18 presenting the Clerk's update report from August 2018 to date. The Clerk gave a verbal update on various items of the report, including: caravans; the Council's updated position statement on Talland Parade; the Council's recent good press in The Guardian and Telegraph; fantastic reviews received regarding The View and Seaford Head Golf Club; the Sussex Life 'day in the life of the Mayor'; changes to the Council's staffing; recent grant claims including for Christmas Magic; The View's healthy finances; Seaford Town Council being the 8<sup>th</sup> largest Local Council but with the majority of its income being from services and not taxpayers; recent litigation has ended; the Neighbourhood Plan is progressing well; and that the Council entered National Council of the Year.

Members discussed: the recommendations from the former RFO to include financial implications in Council/Committee reports; and the possibility of a database of leases showing when they are due for renewal to keep councillors informed.

It was **RESOLVED** to **NOTE** the contents of the report and to **RECORD** thanks to Karen Singleton for her good work.

## **C87/10/18 District / County Councillor Update Report**

*Lewes District Council -*

The most recent copy of the District News has been distributed and includes the £18m Health Hub go ahead which awaiting the next plans and a note about a future email survey which will investigate needs for electronic car charge hubs.

It was advised that a recent BBC Sunday Politics show implied that proposals for Lewes District Council and Eastbourne Borough Council to become a Unitary Authority were set proposals. This is not correct and there had just been discussions. There have been complaints regarding services following the merge of Lewes District Council and Eastbourne Borough Council, people are encouraged to continue to let Lewes District Council have feedback where necessary.

*East Sussex County Council -*

Members received updates on the following items: Gatwick Airport plans have been announced; the survey on Exceat Bridge has started; the music service has been saved; and following complaints about traffic in the Cradle Hill Primary School area there is a traffic plan being worked on with the School.

## **C88/10/18 North Way Land Sale Petition**

The Council considered report 117/18 informing members of an invalid petition which was submitted to the Council with regards to North Way.

It was **PROPOSED** to **TAKE NO ACTION** and a **RECORDED VOTE** was requested:

Councillor S Adeniji	For
Councillor D Argent	For
Councillor P Boorman	For
Councillor M Brown	For
Councillor D Burchett	For
Councillor J Elton	Abstained
Councillor L Freeman	For
Councillor N Freeman	For
Councillor R Hayder	For
Councillor O Honeyman	Against
Councillor R Honeyman	Abstained
Councillor J Lord	Against

Councillor P Lower            For  
Councillor L Wallraven      For  
Councillor M Wearmouth    Against

The **MOTION** was **CARRIED**.

*(11 members of public exited the meeting)*

*(Cllr P Boorman left the room.)*

### **C89/10/18    Neighbourhood Plan**

It was **PROPOSED** to **SUSPEND STANDING ORDERS** to allow chairman of the Steering Group Mr. Keith Blackburn and Mr. Charlie Grimble to answer questions; this **MOTION** was **CARRIED**.

*(Cllr P Boorman re-entered the room.)*

The Council considered report 113/18 presenting the second draft Seaford Town Neighbourhood Plan, Pre-Submission Sustainability Appraisal, Design Statement and Local Green Spaces Policy.

Members discussed the following: consultation techniques; flooding; health provision; nursing homes, cycling provision and assisted living apartments; and environment and transport.

The meeting **RESOLVED** to **REINSTATE STANDING ORDERS**.

**C89.1** It was **RESOLVED** to **ADOPT** the second draft Seaford Town Neighbourhood Plan (subject to Homefield Road changes as per report 113/18, Pre-Submission Sustainability Appraisal, Design Statement and Local Green Spaces Policy, subject to the addition wording for the Health Provision paragraph to be provided by Councillors S Adeniji and M Wearmouth and potential change to cycling priority subject to consultation with the chair of the Transport Group.

**C89.2** It was **RESOLVED** to **AGREE** to the plan progressing to Regulation 14 consultation as soon as practicable.

**C89.3** It was **PROPOSED** to **INSTRUCT** the Town Clerk to write to East Sussex County Council challenging the nursing home allocation at Homefield Road; the **MOTION** was **CARRIED**.

### **C90/10/18    FS11 Seafront Development Plan**

The Council considered report 108/18 presenting the review of the Council's Seafront Development Plan.

Members discussed the following: proposals for disability/mobility access; flood gates; beach hut sales and phasing; and mobile concessions.

**C90.1** It was **RESOLVED** to **NOTE** the review of the Seafront Improvement Plan.

**C90.2** It was **RESOLVED** to **ADOPT** the changes made to the Seafront Improvement Plan.

**C90.3** It was **RESOLVED** to **ADOPT** the addendum to the Seafront Improvement Plan.

**C90.4** It was **RESOLVED** to **NOTE** that the addendum will be combined with the Seafront Improvement Plan prior to publishing.

*(7 members of public exited the meeting)*

### **C91/10/18    C1 Strategic Plan Update Review**

The Council considered report 112/18 presenting the review of the Council's Strategic Plan.

It was **RESOLVED** to **ADOPT** the revised Strategic Plan as presented in report 112/18.

### **C92/10/18 CC3 Honorary Freedom of the Town Policy**

The Council considered report 91/18 presenting the review of the Council's Honorary Freedom of the Town Policy.

It was **RESOLVED** to **ADOPT** the revised Honorary Freedom of the Town Policy as presented in report 91/18.

### **C93/10/18 CC5 Member's Allowances Policy**

The Council considered report 88/18 presenting the review of Council's Member's Allowances Policy.

It was **RESOLVED** to **ADOPT** the revised Member's Allowances Policy as presented in report 88/18.

### **C94/10/18 F4 Financial Regulations**

The Council considered report 87/18 seeking approval of two updates to the Council's Financial Regulations.

It was **RESOLVED** to **APPROVE** the two amendments to the Council's Financial Regulations.

### **C95/10/18 F11 Data Protection Policy**

The Council considered report 106/18 presenting the revised Data Protection Policy. Members discussed the Council's policy on naming individuals in Council minutes.

It was **RESOLVED** to **ADOPT** the revised Data Protection Policy as presented in report 106/18.

### **C96/10/18 F12 Freedom of Information Requests Procedure**

The Council considered report 107/18 presenting the revised Freedom of Information Requests Procedure.

It was **RESOLVED** to **ADOPT** the revised Freedom of Information Requests Procedure as presented in report 106/18.

### **C97/10/18 F13 Freedom of Information Publication Scheme**

The Council considered report 93/18 presenting the revised Freedom of Information Publication Scheme.

It was **RESOLVED** to **ADOPT** the revised Freedom of Information Publication Scheme as presented in report 93/18.

### **C98/10/18 Civic Awards Policy**

The Council considered report 109/18 presenting a Civic Awards Policy.

It was **RESOLVED** to **ADOPT** the Civic Awards Policy as presented in report 109/18, subject to additional wording setting out awards only being received once.

### **C99/10/18 Child & Vulnerable Adult Protection Policy**

The Council considered report 88/18 presenting a draft Child and Vulnerable Adult Protection Policy.

It was **RESOLVED** to **ADOPT** the Child and Vulnerable Adult Protection Policy as presented in report 88/18.

### **C100/10/18 2019/20 Meeting Timetable**

The Council considered report 90/18 presenting the 2019/20 Meeting Timetable.

It was **RESOLVED** to **ADOPT** the 2019/20 Meeting Timetable (option A) as presented in report 90/18 and the amendments discussed.

### **C101/10/18 Seaford Head Nature Reserve Management Plan 2018-2028**

The Council considered report 98/18 presenting the draft Seaford Head Nature Reserve Management Plan 2018-2028.

**C101.1** It was **RESOLVED** to **APPROVE** the Seaford Head Nature Reserve Management Plan 2018-2028.

**C101.2** It was **RESOLVED** to **NOTE** the Council's thanks to all the officer at Sussex Wildlife Trust involved in creating this document.

### **C102/10/18 1-Year Licence Extension for Tendered Concessions**

The Council considered report 110/18 seeking approval of a licence extension of one year for the Council's tendered concessions.

It was **RESOLVED** to **APPROVE** the extension of existing fixed concession licences for a further year.

### **C103/10/18 Insurance Arrangements**

The Council considered report 114/18 seeking approval to continue the Council's insurance policy with Zurich for a further two years.

It was **RESOLVED** to **APPROVE** for the Council's insurance policy with Zurich to continue for a further two years.

The meeting closed at 9.51pm

Councillor Linda Wallraven  
Mayor of Seaford