



## Seaford Town Council

**MINUTES** of the **Annual Meeting** of the **Full Council** held in the Council Chambers, 37 Church Street, Seaford on **Thursday 18<sup>th</sup> May 2017** at 7.00pm.

### **Present:**

Councillor L Freeman (Mayor 2016-2017), Councillor L Wallraven (Mayor 2017-2018)  
Councillor M Brown (Deputy Mayor 2016-2017 & 2017-2018)  
Councillors S Adeniji, P Boorman, D Burchett, B Burfield, N Freeman, T Goodman, R Hayder, O Honeyman, R Honeyman, A Latham, A McLean, M Wearmouth, B Webb and C White.  
Thomas Exley, Young Mayor of Seaford 2017-2018  
Dominic Avey, Deputy Young Mayor of Seaford 2017-2018  
James Corrigan, Town Clerk – Seaford Town Council  
Georgia Raeburn, PA to the Town Clerk – Seaford Town Council (minutes)  
7 members of the public and Peter White, Seaford's Sergeant-at-Mace.

### **C1/05/17 Election of Mayor for the Municipal Year 2017-2018**

It was **RESOLVED** that Councillor Linda Wallraven be **APPOINTED** as Mayor of Seaford for the forthcoming Municipal Year.

Councillor Linda Wallraven thanked former Mayor, Councillor Lindsay Freeman, for her dedication and commitment whilst in the office of Mayor for the 2016-2017 Municipal Year.

### **C2/05/17 Declaration of Acceptance of Office – Mayor**

The Mayor, Councillor 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.

### **C3/05/17 Election of Deputy Mayor for the Municipal Year 2017-2018**

It was **RESOLVED** that Councillor Mark Brown be **APPOINTED** as Deputy Mayor of Seaford for the forthcoming Municipal Year.

### **C4/05/17 Apologies for Absence**

Apologies for absence were received from Councillors D Argent and P Lower.

### **C5/05/17 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.

### **C6/05/17 Public Participation**

There was no public participation.

### **C7/05/17 Young Mayor 2017-2018**

Thomas Exley took over the role of Young Mayor for the 2017-2018 Municipal Year with Dominic Avey taking on the role of Deputy Young Mayor.

### **C8/05/17 Minutes**

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

**C8.1** Planning & Highways

6<sup>th</sup> April 2017

- |      |                     |                             |
|------|---------------------|-----------------------------|
| C8.2 | Planning & Highways | 27 <sup>th</sup> April 2017 |
| C8.3 | Full Council        | 20 <sup>th</sup> April 2017 |
| C8.4 | Community Services  | 2 <sup>nd</sup> May 2017    |

**C9/05/17 Committee Membership**

The Council considered report 01/17 regarding Committee membership for the 2017-2018 Municipal Year.

**C9.1** It was **RESOLVED** to **APPOINT** members of the Community Services Committee as set out below for the forthcoming Municipal Year:

P.Boorman	R.Hayder	L.Wallraven	C.White
L.Freeman	O.Honeyman	M.Wearmouth	
N.Freeman	A.Latham	B.Webb	

**C9.2** 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	R.Honeyman
D.Argent	B.Burfield	
P Boorman	T.Goodman	

**C9.3** It was **RESOLVED** to **APPOINT** members of the Golf & The View Committee as set out below for the forthcoming Municipal Year:

S.Adeniji	L.Freeman	O.Honeyman	A.McLean
M.Brown	N.Freeman	A.Latham	B.Webb
D.Burchett	R.Hayder	P.Lower	

**C9.4** It was **RESOLVED** to **APPOINT** members of the Planning & Highways Committee as set out below for the forthcoming Municipal Year:

D.Argent	N.Freeman	A.Latham
P.Boorman	T.Goodman	P.Lower
L.Freeman	R.Honeyman	L.Wallraven

**C9.5** It was **RESOLVED** to **APPOINT** members of the Appeals Committee as set out below for the forthcoming Municipal Year:

M.Brown	B.Burfield	L.Wallraven	C.White
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**C9.6** It was **RESOLVED** to **APPOINT** members of the Personnel Committee as set out below for the forthcoming Municipal Year:

S.Adeniji	L.Freeman	A.Latham
P.Boorman	R.Honeyman	P.Lower

**C9.7** It was **RESOLVED** to **APPOINT** members of the Disciplinary/Grievance Sub-Committee as set out below for the forthcoming Municipal Year:

D.Argent	D.Burchett	L.Freeman	N.Freeman	A.McLean
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**C9.8** The Council considered the positions of Chair and Vice-Chair for each of the Committees:

**i. Community Services:**

It was **RESOLVED** to **APPOINT** Councillor A Latham as Chair.



It was **RESOLVED** to **APPOINT** Councillor P Boorman as Vice-Chair.

**ii. Finance & General Purposes:**

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

It was **RESOLVED** to **APPOINT** Councillor B Burfield as Vice-Chair.

**iii. Planning & Highways:**

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

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

**iv. Golf & The View:**

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

It was **RESOLVED** to **APPOINT** Councillor A Latham as Vice-Chair.

**v. Personnel Committee:**

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

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

**vi. Grievance/Disciplinary Sub-Committee:**

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

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

**vii. Appeals Committee:**

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

It was **RESOLVED** to **APPOINT** Councillor L Wallraven as Vice-Chair.

**C9.9** It was **RESOLVED** to **APPROVE** the Committee Structure remaining unchanged.

**C10/05/17 Representation on Outside Bodies**

The Council considered report 02/17.

**C10.1** It was **RESOLVED** to **NOTE** the representative reports submitted from the 2016-2017 Municipal Year.

**C10.2** It was **RESOLVED** to **APPOINT** representatives of Outside Bodies as set out below for the forthcoming 2017-2018 Municipal Year:

<b>Outside Body</b>	<b>No of Reps</b>	<b>2017/18 Representative/s</b>
Access in Seaford & Newhaven	1	Olivia Honeyman
Bishopstone United Charities	2	Maggie Wearmouth Penny Lower
Citizen's Advice Bureau	1	Lindsay Freeman
Community Rail Partnership	1	Richard Honeyman
Community Transport - Lewes Area (CTLA)	1	Dave Argent
Crouch Bowling Club	1	David Burchett

Cuckmere Community Bus	1	Phil Boorman
East Sussex Association of Local Councils	1	Mark Brown
Environment Agency Meetings	3	Olivia Honeyman
		Rahnuma Hayder
		Nick Freeman
Fair Trade Group	2	Olivia Honeyman
		Linda Wallraven
Impact Seaford	1	Sam Adeniji
Lewes Community Safety Partnership - Joint Action Group	1	Penny Lower
Lewes District Association of Local Councils (LDALC)	2	Dave Argent
		Penny Lower
Mercread Youth Centre	1	Phil Boorman
Neighbourhood Plan Steering Group	5	Mark Brown
		Lindsay Freeman
		Richard Honeyman
		Alan Latham
		Linda Wallraven
Seaford Allotment & Leisure Garden Society	1	Penny Lower
		Maggie Wearmouth
Seaford Chamber of Commerce	1	Phil Boorman
Seaford Community Flood Action Group	2	Olivia Honeyman
		Cheryl White
Seaford Community Partnership	1	Richard Honeyman
Seaford Cricket Club	1	Mac McLean
Seaford Football Club	1	Richard Honeyman
Seaford Head Golf Club	1	Lindsay Freeman
Seaford Head Nature Reserve M'tment Committee	2	Phil Boorman

		(vacant)
Seaford Head Swimming Pool	1	Terry Goodman
Seaford Resident's Voice	1	Mark Brown
Seaford Senior's Forum	1	Dave Argent
Seaford Twinning Association	1	Olivia Honeyman
Stakeholders Group on Health Issues	4	Sam Adeniji
		Olivia Honeyman
		Alan Latham
		Maggie Wearmouth
Strengthening Local Relationships	3	Barry Burfield
		Linda Wallraven
		Terry Goodman
Tree Wardens Group	1	Alan Latham
Youth Task Group	2	Phil Boorman
		Mac McLean

**C10.3** It was **RESOLVED** to **NOTE** the Council membership to the Neighbourhood Plan Steering Group remains unchanged.

**C10.2** It was **RESOLVED** to **AGREE** to the current reporting arrangements for representatives as per the Council Representation on Outside Bodies Policy.

#### **C11/05/17 Fixed Asset Register**

The Council considered report 03/17 and discussed the methodology for measuring the effective utilisation and maximum return on assets, insurance arrangements for some assets and the review of insurance values.

It was **RESOLVED** to **NOTE** the Fixed Asset Register as presented at Appendix A of the report.

#### **C12/05/17 Insurance Arrangements**

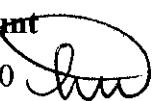
The Council considered report 04/17.

It was **RESOLVED** to **NOTE** the information regarding the Council's Insurance arrangements.

#### **C13/05/17 Annual Subscriptions**

The Council considered report 05/17.

It was **RESOLVED** to **APPROVE** the Council's subscriptions as detailed below:

<b>Subscription</b>	<b>Amount</b>
13.1 Association of Accounting Technicians	£90.00 

13.2	British and International Golf Greenkeepers Association	£388.00
13.3	British Association of Shooting and Conservation	£74.00
13.4	Chartered Institute of Legal Executives	£355.00
13.5	Chartered Institute of Management	£196.00
13.6	Chartered Institute of Personnel and Development	£90.00
13.7	Sussex Association of Local Councils (SALC)	£2,711.30
13.8	Lewes District Council Association of Local Councils	£50.00
13.9	Local Council Advisory Service	£114.00
13.10	Local Council Review publication	£16.00
13.11	Seaford Chamber of Commerce	£60.00
13.12	Seaford Fairtrade Group	£10.00
13.13	Guild of Mace Bearers	£25.00

The meeting closed at 7.45pm.

*L Wallraven 22/6/17*

Councillor Linda Wallraven  
Mayor of Seaford