



## **NOTICE**

**THIS WILL BE A REMOTE MEETING WHICH MEMBERS OF THE PUBLIC MAY ATTEND BY FOLLOWING THE LINK BELOW**

**To: All Members of Seaton Town Council**

**Remote Meeting of Seaton Town Council  
on Wednesday 9<sup>th</sup> September 2020 at 6pm**

**4 September  
2020**

You are hereby summoned to attend the above meeting to be held on **Wednesday, 9<sup>th</sup> September 2020 at 6pm or immediately following the meeting of the Planning Committee, whichever is the earliest.** In accordance with the provisions of *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020*, this meeting will be held remotely and Members of the Town Council and members of the public can access the meeting by taking the following steps:

Log on to: [www.zoom.us](http://www.zoom.us)

Click on: 'Join Meeting' and then enter:

- Meeting ID: 990 2112 5807
- Passcode: 187129

It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.**

**Julia Mutlow  
Town Clerk**

## **AGENDA**

**20/COU/01 Apologies for absence**  
To receive any apologies for absence

**20/COU/02 Declarations of interest**



To receive any Members' declarations of interest in respect of items on the agenda

**20/COU/03 Minutes**

To agree the minutes of the Council meeting held remotely on Thursday 3<sup>rd</sup> September 2020

**20/COU/04 Chairman's Report**

**20/COU/05 Public Question Time**

To allow any questions or reports from members of the public

**20/COU/06 Review of Committee Structure**

To review and amend existing committee structure.  
It is **RECOMMENDED** that Members dissolve the Communities & Open Spaces Committee.

**20/COU/07 Appointments to Committees**

To appoint to the following vacancies on the Council's Committees:

1. Planning – 4 vacancies
2. Finance & General Purposes – 1 vacancy
3. Personnel – 1 vacancy
4. Appeals – 2 vacancies

**20/COU/08 Town Clerk's report and update on 2020/21 priorities, including recommendations as to budgetary and other decisions as appropriate**

To receive an update on the Council's work and priorities for the 2020/21 municipal year, in particular the budget required/current status of the Seaford Enhancement Project

**20/COU/09 Elizabeth Road Play Park – Cllr. Ledger**

To consider the purchase and installation of a set of goal posts at Elizabeth Road and receive quotations for the supply and installation of said goalposts.

It is **RECOMMENDED** that Members approve the installation of said goalposts and agree supplier.

**20/COU/10 Police Report**

**20/COU/11 County Councillor Report**

**20/COU/12 District Councillor Reports**



**20/COU/13 Payments, Receipts and Unpaid Invoices**

To consider schedule of payments, receipts and unpaid invoices  
It is **RECOMMENDED** that Members:

- approve payments & receipts
- note outstanding unpaid invoices

**20/COU/14 Budget to date**

To consider the budget to date for the 2020/21 financial year  
It is **RECOMMENDED** that Members note the budget to date

**20/COU/15 Bank Reconciliation**

It is **RECOMMENDED** that Members approve the bank reconciliation to  
31 August 2020

**20/COU/16 Petty Cash Reconciliation**

It is **RECOMMENDED** that Members approve the petty cash  
Reconciliation to 31 August 2020

**20/COU/17 Update on Promote Seaton – Cllr Haggerty**

To receive an update on Promote Seaton

**20/COU/19 Any other business**

To consider any other business the Chairman considers urgent

**Confidential Items**

The Chairman will move that in accordance with the Council's Standing Order 1 (c) press and public will be excluded from the meeting during the discussions of item 18 on this agenda as there is likely to be disclosure of information as matters are being discussed which could identify an individual

**20/COU/20 Staffing Matters**

To ratify the appointments and terms and conditions of the Deputy Town Clerk and Administration & Community Events Officer

**20/COU/21 Salaries**

To note and approve the implementation of the recently agreed National Joint Council pay award backdated to 1 April 2020