

SEAFORD COMMUNITY PARTNERSHIP
Minutes of Steering Group Meeting held at St James' Club (Seaford Volunteers)
Thursday 22nd May 2003

Present:

David Schueler	Peter Sinclair	Christine Sinclair	Owen Clifford
Mike Murphy	Tony Rowswell	Pauline Gower	Jon Freeman
Linda Hallums			

Apologies

Laurie Holland	Stuart Adcock	Jim Taylor
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1. Minutes of the Previous Meeting

- 1.1. Jon Freeman (Vice-Chairman) took the Chair, Tony Rowswell agreed to take minutes.
- 1.2. Minutes of the meeting 5th March 2003 were agreed and signed.

2. Membership

2.1. Resignation of David Schueler

- a** David explained the reasons for his resignation, in part due to his no longer being a Seaford Town Councillor.
- b** Mike Murphy expressed the Group's appreciation of all the David had done in helping to set up the Partnership and guiding it in its formative years. The Chair endorsed this and it was agreed unanimously.

2.2. Appointment of Chairman and Secretary

- a** Jon Freeman stated that he did not wish to be Chairman on account of his Mayoral commitments and he thought that the Chair should be independent of political affiliation. He would be prepared to continue until the next meeting.
- b** It was agreed to defer the appointments until the next meeting.
- c** It was noted that Mike Murphy had been appointed as Company Secretary.

2.3. Appointment of Treasurer

- a** Linda Hallums was confirmed in this position.

2.4. Proposal from Seaford Town Council to have two representatives on the Partnership

- a** This gave rise to a general discussion on the structure of the Partnership and the function of representatives. The following points were made:
 - 2.4.a.1. It was noted that the County Council had only one representative.
 - 2.4.a.2. Other Partnerships had, in addition to organizational representatives, persons with particular expertise co-opted on to them.
 - 2.4.a.3. There was a need to maintain a balance between the different strands of the partnership – local government, business, statutory and voluntary organizations.
 - 2.4.a.4. It was necessary for the Partnership as a Company to have its Officers and Trustees secure in their tenure for their terms of office in the Partnership not just for the terms of their office in their representative body.
 - 2.4.a.5. It may be necessary to employ persons with expertise in finding funding and it was noted that funding was being sought for this purpose.
 - 2.4.a.6. Individuals with suitable interests and expertise may be included in the Partnership most appropriately in the Theme Groups.
 - 2.4.a.7. It was suggested that the Partnership as a Company Limited by Guarantee could have three "layers" with the following membership and functions:

Group	Membership	Purpose
The Board of Trustees	The Trustees or Directors	Overall control of Policy
The Steering Group	Trustees, Representatives, Official observers or advisors	Detailed running of The Partnership
The Theme or Working Groups	Trustees, Representatives, Co-opted or invited experts	Project exploration and planning

- b It was agreed that only one representative from each organization would be permitted on the Steering Committee but that deputies would be allowed.
- 2.5. It was noted that Lewes District Council representative would be appointed in due course.
- 2.6. Proposal for the appointment of three members of the public without portfolio. See 2.4a.6.
- 3. Constitution**
- 3.1. It was agreed to formulate the above ideas into the draft constitution before the next meeting, to circulate and invite all potential members to that meeting. **Action Tony Rowswell**
- 3.2. While company status was still thought to be necessary, charitable status may not have many advantages and may have considerable restraints. The matter would be investigated further. **Action Mike Murphy**
- 3.3. An alternative format was suggested. Community Interest Companies (CIC) were a new Government initiative which may be more appropriate. The matter would be investigated further. (see <http://www.dti.gov.uk/> unlikely to be running for several years) **Action Peter Sinclair**
- 4. Local Strategic Partnership**
- 4.1. Appointment of Representative. Pending appointment of a new Partnership Chairman, Jon Freeman agreed to attend the next LSP meeting on 30th June.
- 5. Reports on Current Projects**
- 5.1. Farmers' Market
- a A proposal to hold an Open Meeting with Traders had been overtaken by events. This would now be organized by the Chamber of Commerce. The Chair of Chamber of Commerce would be informed that Christine Sinclair, with others supporting, would attend. We should ensure that market supporters were present to show traders the extent of support for the market. **Action Tony Rowswell**
- b A complaint had been received from a resident of lower Church Street at a notice of closure and extension of the market. It was explained that this was as a result of a misunderstanding. There would be no restriction of access to residences and no stalls would be adjacent to houses. An apology and clarification would be sent. **Action Mike Murphy**
- c Christine Sinclair stated that advertising had been reduced slightly, two stalls had withdrawn and numbers were slightly down. The first Saturday market to coincide with the Maritime Festival would be next week.
- d The Partnership had joined "Action for Market Towns", a Countryside Agency initiative, which had given us discounted insurance, saving some £500.
- 5.2. Recycling Task Group – had met several times and was making exciting progress.
- 5.3. Seafront Improvements – David Schueler would call a further meeting to arrange future organization and business.
- 5.4. Transport, cycling etc. a It was reported that Seaford Head Community College may have new cycle racks. b It was hoped that part of the Tideways Greenway from the Yacht Club to Tidemills would be the subject of an INTERREG bid.
- 6. Partnership Accounts**
- 6.1. It was agreed to apply for a Revenue Grant from Seaford Town Council. **Action Jon Freeman.**
- 7. Date of Next Meeting – Wednesday, 2nd July at 5 pm at St James Club, Blatchington Road, Seaford.**