



**To all Members of the Community & Open Spaces Committee
Community & Open Spaces Meeting
Monday 24th September 2018**

**Councillors: K Beer, P Burrows, C Chadwick, D Ledger, J Rowland,
K Rye, H Sanham, R Webster**

18th September 2018

You are summoned to attend a meeting of the Community & Open Spaces Committee on **Monday 24th September 2018 at 7.30pm**, or immediately following the meeting of the Planning Committee, whichever is the earliest, at Marshlands Centre, Harbour Road, Seaton, EX12 2LT.

Amy Tregellas

Town Clerk

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.

AGENDA

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|-----------------------|---|
| 18/C&OS/01 | Apologies for absence |
| 18/C&OS/02 | Declarations of Interest |
| 18/C&OS/03 | Minutes
To approve the minutes of the meeting of the Community & Open Spaces Committee held on Tuesday 28 th August 2018 |
| 18/C&OS/04 | Public Question Time |
| 18/C&OS/05 | Marketing Contract
To receive the monthly update on the work of One Voice; to receive updates on matters outstanding from previous meeting; to review contract to date. |
| 18/C&OS/06 | Cycle Fest 2018
To receive a report on the Cycle fest budget to date |

- 18/C&OS/07** **Christmas 2018**
To receive an update from the Events Officer on plans for Christmas 2018; to agree dates and locations for Christmas markets; to receive feedback from Cllr Burrows on town poll.
- 18/C&OS/08** **Artisan Market and Art@Jubilee traders 2019**
To review the Terms and Conditions for Artisan Market and Art@Jubilee traders; & to consider a draft marketing package for attracting new traders.
- 18/C&OS/09** **Budget**
To receive an update on the budget for areas falling under the remit of the Communities Committee
- 18/C&OS/10** **Websites**
To receive an update on progress on seatondevon.org and Seaton Town Council websites
- 18/C&OS/11** **Town Guide 2019**
To agree tender documentation for 2019 Town Guide
- 18/C&OS/12** **Memorial Benches**
To consider draft policy for Memorial Benches
- 18/C&OS/13** **Volunteers Day**
To consider plans for a volunteers day at Marshlands
- 18/C&OS/14** **Play Area Inspection Report**
To receive an update on the latest play area inspection reports including a request for maintenance works to the Titan equipment
- 18/C&OS/15** **Signage**
To receive progress report on painting of town finger posts.
- 18/C&OS/16** **Seagulls**
To consider the request from Council to look at seagulls: how to prevent seagull mess in the town; and how to clean up seagull mess that is already in the town
- 18/C&OS/17** **Town Crier**
To review the job description and advert for the position of Town Crier
- 18/C&OS/18** **Cultural Quarter**
To agree naming of and promotion of Cultural Quarter/Old Town
- 18/C&OS/19** **WW1 Commemorations**
To consider proposals for commemorating end of WW1 and agree arrangements.

18/C&OS/20

Update on actions arising

To receive a progress report on actions arising:

- Town Guide 2018
- Christmas Lights
- Seaton App
- Skate Park Mural

18/C&OS/21

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 is commercially sensitive

18/C&OS/22

Hanging Baskets

To consider quotes for brackets for hanging baskets for 2019