



**To all Members of the Community & Open Spaces Committee  
Community & Open Spaces Meeting  
Monday 19<sup>th</sup> March 2018**

**Chairman:** Cllr. P. Burrows

**Councillors:** C Chadwick, M. Hartnell, M. Pigott, J Rowland,  
K Rye, H Sanham, R Webster

**13<sup>th</sup> March 2018**

You are summoned to attend a meeting of the Community & Open Spaces Committee on **Monday 19<sup>th</sup> March 2018 at 7pm** 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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|-----------------------|--|
| <b>17/C&amp;OS/01</b> | <b>Apologies for absence</b>   |
| <b>17/C&amp;OS/02</b> | <b>Declarations of Interest</b>  |
| <b>17/C&amp;OS/03</b> | <b>To agree the minutes of the meeting of the Community &amp; Open Spaces Committee held on Monday 19<sup>th</sup> February 2018</b>   |
| <b>17/C&amp;OS/04</b> | <b>Public Question Time</b>  |
| <b>17/C&amp;OS/05</b> | <b>Marketing Contract</b><br>To receive the monthly update on the work of One Voice  |
| <b>17/C&amp;OS/06</b> | <b>Street Trading Licence and Artisan Markets</b><br>To receive an update in respect of the Street Trading Licence and the changes being made by East Devon District Council |

- 17/C&OS/07**      **Town Guide**  
To receive an update as to progress with the distribution of the Town Guide
- 17/C&OS/08**      **Seaton in Bloom**  
To receive an update on progress to date for Seaton in Bloom 2018
- 17/C&OS/09**      **South West in Bloom 2018**  
To receive an update on progress to date for South West in Bloom 2018
- 17/C&OS/10**      **Cycle Fest 2018**  
To receive an update on progress on the Cycle fest weekend arrangements including marketing and advertising
- 17/C&OS/11**      **Annual Maintenance Programme**  
To receive an update on the annual maintenance programme
- 17/C&OS/12**      **Royal Wedding**  
To consider whether to hold a community event to mark the Royal Wedding
- 17/C&OS/13**      **Update on actions arising**
- Beach and Town Clean – Big Clean
  - Parishes Together Funding
  - Floral arrangement at Windsor Gardens to commemorate World War 1
  - Beacon in Seaton for commemoration of World War 1
  - Tour de Coast
  - Maps for car parks
  - Signage at Axminster Station
  - Seatondevon.org website
  - Youth Blogs
  - Seaton App
  - Skate Park Mural
  - Painting of Street furniture
  - Town Crier
  - Bus Shelters
  - Seaton Town Development Team



**Minutes of the Meeting of the  
Community & Open Spaces Committee  
Monday 19<sup>th</sup> February 2018**

**Present:**

**Chairman** Cllr P Burrows

**Councillors** J Rowland, K Rye, R Webster

**In attendance:** Committee Secretary  
2 Members of the public

**113. Apologies for absence**

The Committee noted and accepted apologies from Cllrs Chadwick, Hartnell and Pigott.  
Councillor H Sanham was absent.

**114. Declarations of Interest**

Cllr Burrows declared a Personal Interest in his role as an East Devon District Council (EDDC) Councillor.

**115. To agree the minutes of the Extraordinary meeting held on  
Monday 22<sup>nd</sup> January 2018**

The Committee **RESOLVED** to agree the minutes of the meeting on Monday 22<sup>nd</sup> January 2018.  
(moved by Cllr Webster, seconded by Cllr Burrows)

**116. Public Question Time**

There were two members of the public present.

**Mr John Jones** spoke in favour of retaining Seaton's current, part time street cleaning contractor who Mr Jones' considers does a wonderful job rather than move to the new arrangement proposed by EDDC for a full time employee.

*Cllr Burrows explained that he and Cllr Hartnell are in discussion with EDDC about the issue.*

**Mr Eric Bowman** asked about progress on the Seafront Enhancement Scheme.

*Cllr Rowland explained that funding needs to be found to take the scheme forward and that Seaton Town Council is seeking a meeting with EDDC to scope funding opportunities.*

**Mr Eric Bowman** asked about the work of Seaton Town Development Team (STDT).

*Cllr Burrows explained that the Council has a new Events Officer who is arranging a meeting of STDT in early March.*

**117. MOTION FOR DEBATE: Cllr Jack Rowland:**

*To consider the future of the Artisan Markets in view of the East Devon District Council costs involved for the Town Council and traders compared to the original reason for running the markets to attract more footfall into Seaton to benefit retailers in Fore Street, Cross Street, Queen Street, Beer Road and Harbour Road*

Cllr Rowland revisited the following issues:

- the historical rationale in using the markets to try and attract greater footfall to existing retail areas
- the proposed increase in charges which EDDC is looking to apply for street traders and STC
- the requirement for stall holders to provide extensive public liability insurance which may make the prospect of having a stall impossible

In light of this Cllr Rowland asked the Committee to consider if the Artisan Markets should continue.

The Committee discussed the history of the Markets and their role in supporting increased footfall. The Committee noted that it had been agreed to combine Art@Jubilee with the markets. The Committee agreed that STC's current Marketing Contractor could do more to advertise the markets.

Cllr Burrows read out updated information recently provided by the Town Clerk confirming that the cost per market to STC will be £215.20 if we get 20 traders per market resulting in an approximate income of £360 per market.

Cllr Burrows proposed an amendment to the motion to the effect that this Committee will review the success of the markets in six months' time.

Cllr Rowland accepted the amendment.

(Seconded by Cllr Rye)

The Committee **RESOLVED** to agree the amended motion.

**118. Marketing Contract**

The Committee Secretary circulated an update on marketing activity.

The Committee discussed the Big Beach Clean and that it would be helpful to combine STC's event with that being held by The Shepherds. The Committee asked about arrangements in hand with The Shepherds for disposing of the rubbish collected.

The Committee noted the usefulness of an article on Seaton in One Magazine but regretted that the publication is not available in Seaton.

The Committee agreed it would be helpful to have a named contact at One Voice and to get to know the marketing contractor more substantially. The Committee agreed it would be helpful to see more marketing activity undertaken through One Voice.

The Committee noted the update.

### **119. Parishes Together Fund**

The Committee asked for clarification from the Town Clerk in respect of funding already in hand for traffic calming measures and Vehicle Activated speed limit signs.

The Committee agreed that Officers will email all members of this Committee for additional ideas for Parishes Together 2018/19.

The Committee noted the update.

### **120. Seaton in Bloom / South West in Bloom**

The Committee requested that updates more clearly distinguish between arrangements for Seaton in Bloom and South West in Bloom going forward.

The Committee agreed the following:

#### **South West in Bloom**

Officers were requested to locate an historic report provided by South West in Bloom to be reviewed to support arrangements for this year's competition.

The Committee advised that the organisers of the competition need to see before and after photographs to support the judging so photography will need to be arranged.

Officers were requested to add a closing date to the sponsorship letter which should be one month before our current contractor begins planting.

Officers were provided with a list of additional, prospective sponsors to contact as follows:

- Richardson Gill
- Fortnum Smith and Banwell
- Zavooni
- Grandpa's Gallery
- The Hat
- No 10 Harepath Road - Cllr Burrows will clarify contact details

Officers were asked to email all Councillors on this Committee for further nominations for prospective sponsors. The updated list should be circulated to Committee members before the next meeting.

Officers were advised of changes needed to some contact details on the current list of prospective sponsors.

#### **Seaton in Bloom**

The Committee agreed amendments to the Judging Route as follows:

- Add the Jurassic Centre
- Take off St Gregory's Court

Officers were advised of a change needed to one of the contacts on the judging route.

The Committee agreed that the Front Garden judging category should also include allotments.

The Committee noted the update.

### **121. Maintenance Reports for Play Areas**

The Committee asked for clarification on whether STC is proposing to buy or rent the angle grinding tool referred to in the report.

The Committee noted the report.

### **122. Cycle Fest 2018**

The Committee agreed to our Events Manager contacting Le Pisani about sponsorship.

The Committee noted the update.

### **123. Update on actions arising**

**Big Clean:** Cllr Burrows confirmed that Pebbles restaurant will provide refreshments and WH Smith will provide water. Cllr Burrows will speak to EDDC about the provision of rubbish grabs. Cllr Webster made known the work of Glen Elliott who will donate prizes made out of reclaimed rubbish.

**Town Guide:** The Committee asked for clarification on arrangements for local delivery of the Guide

### **Floral arrangement at Windsor Gardens to commemorate World War 1:**

The Committee asked for clarification concerning a contribution from the Royal British Legion to the cost of the floral arrangement.

**Maps for car parks:** Cllrs have had an opportunity to see the signs and make comments. We are waiting for the contractors to produce and install the signs.

**Signage at Axminster Station:** The Committee asked for clarification on input from Axminster Town Council and other local councils over the enhanced profile for Seaton arising from the signs. The Committee asked if Sally King had received feedback in this respect.

**Skate Park Mural:** The Committee requested an update on the installation of the mural.

**Painting of Street Furniture:** Cllr Rowland reiterated that STC could commence painting finger posts separately from negotiations in hand with EDDC on lampposts. Cllr Rowland can meet with STC maintenance staff to devise a schedule for the finger posts and provide advice on colours.

**Bus Shelters:** Cllr Burrows is still waiting to hear from the relevant Cllr at EDDC.

**Seaton Town Development Team:** The Committee requested that an email be sent to Cllrs asking for additional names for membership of STDT.

The Committee requested an update on youth blogs on SeatonDevon.org as little information is currently available. In addition, Cllrs advised that some information on SeatonDevon.org and STC's website is out of date and requested that this is rectified.

The meeting ended at 20.20

**Chairman:**

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**Date:**

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**Communities Committee  
Street Trading Licence**

Email sent from EDDC Licensing on 8<sup>th</sup> March 2018:

Dear Sir and Madam

Following the introduction of our new Street Trading Policy in October last year, we have been listening carefully to the feedback we have received from traders and community groups.

The council introduced the policy after extensive consultation with the aim of encouraging new local business activity and adding to the vitality and footfall of its coastal and market towns. The new regime means that street trading can now be carried out in areas of the district where it was previously illegal.

However, after considering the comments and feedback we have received, we are now reviewing the street trading policy to address the concerns raised. It is now proposed:

- to remove the street trading application fee charge entirely
- to give clear guidance on the activities that do and don't require consent
- to produce a less detailed application form with less supporting information required
- to put in place a more streamlined procedure for processing the application.

The proposed changes are to be reported to a meeting of the council's licensing and enforcement committee on the 21<sup>st</sup> March and we be able to provide further information after that date.

If your event is before mid-April you will need to apply in line with the existing policy and requirements. You will not however be required to pay a fee.

If your event is later than mid-April, you may wish to wait until the proposed changes have been considered by the licensing and enforcement committee before making an application for a street trading consent.

If you would like to be contacted after the meeting on the 21<sup>st</sup> March with further information, please let us have your telephone number and email address and we will update you at that time.

Regards,

Licensing Department