



To: All Members of the Town Council

**Meeting of Seaton Town Council
on Monday 1st October 2018 at 7pm**

25th September 2018

You are hereby summoned to attend the above meeting to be held on **Monday 1st October 2018** at Marshlands, Harbour Road, Seaton at 7.00pm at Marshlands, Harbour Road, Seaton. 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.

Yours faithfully,

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

The Chairman will say a prayer at the start of the meeting

- 18/COU/01 Apologies for absence**
To receive any apologies for absence
- 18/COU/02 Declarations of Interest**
To receive any Members' declarations of interest in respect of items on the agenda
- 18/COU/03 Minutes**
To agree the minutes of the Council Meeting held on Monday 3rd September 2018

18/COU/04 Chairman's Report

18/COU/05 Public Question Time

To allow any questions or reports from members of the public.

18/COU/06 Police Report

18/COU/07 County Councillor Report

18/COU/08 District Councillor Reports

18/COU/09 Reports from Council representatives on Outside Bodies

18/COU/10 Town Clerk Report including update on actions arising

18/COU/11 Committee meeting minutes

To receive, and to adopt the decisions therein, the meetings of the following Committee meetings (see website for the minutes):

- Communities Committee 30th July 2018
- Personnel Committee 2nd August 2018
- Planning Committee 13th August 2018
- Finance & General Purposes Committee 13th August 2018
- Planning Committee 3rd September 2018

18/COU/12 Motions

1. Cllr Chadwick – Seaton Town Council request an update from Devon County Council regarding the motion resolved by Council on 4th September 2017 'The Council supports requesting a 20mph restriction along the Underfleet, particularly near the dropped kerb opposite the playpark and also the possibility of citing a pedestrian crossing here' and whether a traffic survey has been carried out

18/COU/13 Update on Council Priorities

To receive a report from the Town Clerk on Council priorities

18/COU/14 Colyton Grammar School and Leisure East Devon

To consider correspondence from a member of the public regarding Colyton Grammar School and Leisure East Devon

18/COU/15 Jurassic Coast Trust

To consider a letter from the Jurassic Coast Trust regarding a request for funding

18/COU/16 Seagulls

The Communities Committee have considered the request from Council to look at seagulls: how to prevent seagull mess in the town; and how to clean up seagull mess already in the town.

The Communities Committee **RECOMMEND** to Council that Seaton Town Council resolves to not do anything in respect of this matter

18/COU/17 Dates of events for 2019

To consider the list/dates of events for 2019

18/COU/18 Communities Together Fund

To consider ideas for applications to the Communities Together Fund (replacing the Parishes Together fund)

18/COU/19 PKF Littlejohn Auditors Report

To note the report from the Council's external auditors on the 2017/18 Annual Return

18/COU/20 Appraisal Process

To consider the recommendation from the Personnel Committee:
The Committee **RECOMMENDED** to Council that the ACAS wording regarding appeals is added to the Appraisal Process



Minutes of the Seaton Town Council Meeting

On Monday 3rd September 2018

Present

In the chair: Cllr P Burrows

Councillors: K Beer, M Hartnell, D Ledger, S Read, J Rowland, H Sanham, M Shaw and D Squire

Officers: Locum Clerk

Public: 12 members of the public

99. Apologies for absence

The Council received and accepted apologies from Cllr Chadwick
Cllr Webster was absent

100. Declarations of Interest

Cllr Shaw declared a personal interest as a Councillor with Devon County Council (DCC)

Cllr Hartnell declared a personal interest as a Councillor with East Devon District Council (EDDC)

Cllr Burrows declared a personal interest as a Councillor with East Devon District Council (EDDC)

101. Minutes

The Council **RESOLVED** to approve the minutes of the Council meeting on 6th August 2018 subject to the minor amendment of:

- Minute 96, amending the sentence where Cllr Squire introduced the report of the TIC Working Group, replacing the words TIC Working Group with the word Facebook

(moved Cllr Sanham; seconded Cllr Rowland)

102. Chairman's Report

Discussion took place around:

- Cllr Burrows had been contacted by a few residents who were concerned about reports they had heard that the Jurassic Mule bus would not operate next year. Cllr Burrows said that if the owners of the bus wished to contact the town council to talk about the future of the bus he would be happy to speak with them. Cllr Rowland reported the operator had said this would be their last season because of the costs of running the operation.

The Council **NOTED** the Chairman's Report

103. Public Question Time

Members of the public present who chose to speak in Public Question Time were as follows:

Christine Newton, a volunteer member of the fund raising team for the Gateway Theatre Company, spoke on agenda item 18/COU/13 – Partnership Agreement between Seaton Town Council and The Gateway Theatre Company. She reported that:

- The Gateway Theatre Company were keen to start applying for grant funding to progress the refurbishment of the two floors occupied by the company in the Town Hall
- The key stakeholders, Seaton Town Council and The Gateway Theatre Company, needed to prove they were in agreement and working together before any funding could be applied for
- Competition was fierce for funding. Planners were sensitive to any factors which would reduce their shortlist
- Planners wanted to know who the stakeholders were, did they work together and had roles and responsibilities been agreed and assigned
- The Memorandum of Understanding would address these factors and show how the project had been endorsed
- The time had come to take steps to conserve, preserve and protect the building. Access must be improved and the building made fit for purpose
- Once the work was completed the building would be eco-friendly with a reduced carbon footprint. It would have economic running costs and more flexible spaces to use

Mrs Newton asked that the Town Council accepted the recommendation to authorise the Town Clerk to sign the Memorandum of Understanding.

Cllr Burrows thanked Mrs Newton for her presentation.

104. Presentation by Richard Drysdale – Manager Seaton Jurassic Centre

Mr Drysdale introduced himself to the Council as the new Manager of the Seaton Jurassic Centre. He gave a brief resume of his background and experience which included:

- Twenty five years working in the tourism and promotion sector both in private industry and local government
- Most recently was head of visitor centres at Dartmoor National Park
- Had a master's degree in Responsible Tourism Management and extensive knowledge of working with Visit East Devon, Visit Devon, Visit England and Visit Britain and had international experience

Mr Drysdale said he would welcome to meet with anyone at any time to discuss how both parties could work together and he was currently reviewing every aspect of the Seaton Jurassic Centre

Discussion took place around:

- Mr Drysdale's thoughts on increasing visitor numbers – There were plans to look at the welcome, look and evolution of the centre, physical changes, additional signage (subject to planning permission), change the welcome and key changes around the external area. They wanted to try and appeal to a wider audience and look at different markets to build upon and how to attract different visitors to the centre
- Better visibility and marketing of the Tourist Information Centre – Mr Drysdale said that ensuring the visibility of the Tourist Information Centre was at the top of his

priorities. It was important that the right information was given to the right people at the right time

- How often would Mr Drysdale be at the centre – He would be at the centre five days a week. In his job role as head of visitor centres for Devon Wildlife Trust they had committed that Mr Drysdale would be in the role, directly responsible for the Seaton Jurassic Centre,, for at least two years and this would be his only focus

Cllr Burrows thanked Mr Drysdale for attending the meeting and giving an update to Councillors on the Seaton Jurassic Centre.

105. County Councillor Report

The Council considered Cllr Shaw's report.

Discussion took place around:

- Seaton Area Health Matters – Cllr Rowland reported that a private meeting was scheduled for 27th September with representatives from the Royal Devon and Exeter Trust concerning the provision of services in the Seaton area. It was hoped that the RD&E Trust would provide details of a positive plan for future services in Seaton
- Proposed new zebra crossing in Harbour Road – There would be a discussion between Highways and East Devon District Council, but Highways had agreed in principle to reinstate a zebra crossing east of Royal Observer Way
- Planned and Reactive Maintenance task group – Emerging policy where Highways were considering modifying their approach to potholes to allow the contractors to address holes which did not meet their strict criteria for 'safety defects'. This would apply for A and higher-category B roads only

(Cllr Shaw's Report was noted)

106. District Councillors Reports

The Council considered Cllr Hartnell's Report

Discussion took place around:

- Polling Station Review – It was a pity that the polling station for the new Seaton West Ward could not be at the Town Hall. Cllr Hartnell explained that Seaton Town Hall was not an option as the polling station should be sited within the Seaton West Ward. Residents had to vote in their own Wards
- Strategic Planning – Concern was raised about the possibility of developing in the green wedge between Colyford and Seaton and allowing development on the reserve site to the north of the town. The Council should stay with its decision that the green wedge must be maintained. Cllr Hartnell stressed no decisions had been made concerning this. Councillors hoped there would be an opportunity to make their views known concerning the 'Principles for Accommodating the Future Growth Needs of East Devon'
- Harepath Road – Disappointingly, it looked as though it would not be viable to deliver new football pitches at Harepath Road off the back of commercial development, but Cllr Hartnell was meeting with the football club to discuss their options
- East Devon's Working Together Event 2018 – Cllr Rowland would be happy to represent the Council at this event

(Cllr Hartnell's Report was noted)

The Council considered Cllr Burrow's Report

Discussion took place around:

- Councillors noted mention of the issue with the state of a property in Manor Road. Contact had been made with the householder.
- Councillors noted there was no police report on the agenda this month Councillors would appreciate a monthly report from the police. Councillors were concerned about the level of break ins at the development by The Grove and wanted to know what the police had done concerning this. Councillors requested that the police were asked for the latest crime figures and also what they were doing regarding the break ins at the development by The Grove

(Cllr Burrow's Report was noted)

107. Reports from Representatives on Outside Bodies

There were no reports from Councillors on outside bodies

108. Town Clerk Report

Discussion took place around:

- The Council's priorities for the 2018/19 Municipal Year. Cllrs wanted a regular report on the progress of these on the agenda for future Full Council meetings
- Councillors were aware of the detail the Clerk put in their reports and suggested that these were simplified allowing more time for a written report on the Council's priorities for the 2018/19 Municipal Year to be compiled for Full Council meetings. This should be discussed at the next Full Council meeting on the Clerk's return

The Council **NOTED** the Town Clerks Report

109. Committee meeting minutes

The Council **RESOLVED** to adopt the minutes for:

- Finance & General Purposes Committee 16th July 2018
- Planning Committee 30th July 2018

(moved by Cllr Burrows)

110. Motions

1. Cllr Chadwick – Seaton Town Council request an update from Devon County Council regarding the motion resolved by Council on 4th September 2017 'The Council supports requesting a 20mph restriction along the Underfleet, particularly near the dropped kerb opposite the playpark and also the possibility of siting a pedestrian crossing here' and whether a traffic survey has been carried out

Cllr Chadwick was not present at the meeting. Councillors requested that Cllr Chadwick asked for this item to be put on the next agenda on her return from sickness leave.

111. Partnership Arrangement

The Chairman, Cllr Burrows, was happy to move the recommendation stated on the agenda to consider the signing of a Memorandum of Understanding between STC (landlord) and The Gateway Theatre Company (tenant) which would enable the first stage of an application for funding to be made by The Gateway Theatre Company.

Cllr Rowland reported on the details of the Partnership Agreement:

- This was not a legal document, but an agreement between Seaton Town Council and The Gateway Theatre Company
- Urgent works were required to the building and to achieve this grant funding was required
- Cllr Rowland urged Councillors to support the recommendation to allow the Clerk to sign the Memorandum of Understanding on behalf of the Council

Discussion took place around:

- Should the museum be included in the agreement as they formed part of the building and what were the costs to the Council? Cllr Rowland reported there should be no costs to the Council and the works would not affect the museum.
- Had a structural survey been carried out? Cllr Rowland replied that the works envisaged would not require a structural survey to be completed.
- What would the involvement of the Council be with this project? Cllr Rowland replied that the Council would have to be consulted due to the nature of the work to be undertaken. The Gateway Theatre Company would have to get the Council's permission, as landlord, to have any works completed on the building
- Important to have good communications between Seaton Town Council and The Gateway Theatre Company. The Memorandum of Understanding was an important document which would enable The Gateway Theatre Company to get funding
- What data would be collected and analysed and who would be doing this? Cllr Hartnell replied that in terms of the Service Level Agreement it might be data concerning costs where more detail was required and historical information etc. which the Clerk would give support on, but might delegate to a member of staff

The Council **RESOLVED** that the Town Clerk be authorised to sign the Memorandum of Understanding between Seaton Town Council and The Gateway Theatre Company on behalf of the Council

(moved Cllr Burrows; seconded Cllr Rowland)

Councillors thanked Cllr Rowland for his work on the Partnership Arrangement.

112. East Devon AONB Draft Plan 2019-2024

The Chairman, Cllr Burrows, said that the East Devon AONB Draft Plan 2019-2024 was being consulted on from 23 July -18 September 2018. **A drop-in exhibition was being held at Kennaway House, Sidmouth between 3-7 September 2018.**

If Councillors had any comments to make could they please email them into admin@seaton.gov.uk and they would be collated and emailed to Councillors before being sent into East Devon District Council.

113. East Devon District Council's Gambling Policy Consultation 2019-2022

The East Devon District Council's Gambling Policy Consultation 2019-2022 runs from 9 August 2018 to 26 October 2018. It was proposed that If Councillors had any comments to make could they please email them into admin@seaton.gov.uk and

they would be collated and emailed to Councillors before being sent into East Devon District Council.

114. Confidential Items

The Chairman moved, and the Council agreed, that in accordance with the Council's Standing Order 1(c) the press and public will be excluded from the meeting during the discussions of item 16 on this agenda as there is likely to be a disclosure of commercially sensitive information

115. Marshlands Working Group

The Council **RESOLVED** to agree with recommendations 1 & 2 made in the confidential report by the Marshlands Working Group, but with an addition to option 1 asking that the Clerk drafted a confidentiality agreement.

(moved Cllr Hartnell; seconded by Cllr Beer)

Abstentions: Cllr Sanham and Cllr Squire

The Councillors on the working group were Hartnell, Ledger and Read

The meeting ended at 20.50

Chairman: _____

Dated: _____

**COUNCIL
Chairman's Report**

The beginning of September was a very busy time for me with the competition of Seaton Carnival week. I had a very pleasurable visit to the Wetlands on the 4th for the release of the 200+ water voles which attracted a lot of good publicity for Seaton.

On the 5th I attended the LPA award ceremony at the Guildhall in Exeter. These awards were to celebrate achievements within the Devon & Cornwall police service. There were only 6 Chairmen from Devon there so once again Seaton got good recognition from attending via social media, twitter.

On the 6th we hosted the Seaton in Bloom awards at Marshlands. This was a very well attended event by the participants if not the Councillors. Very pleased to have Cllr Rowlands there. There were about 35 residents there and Hester did a fantastic job making sure it went off well. I received many favourable comments about the evening.

On the 8th I attended the Seaton Library to present awards for the Children's Summer reading challenge. As a friend of Seaton library this was so encouraging to see so many participants.

I had a bad experience on Carnival night when I entered the Premier Inn with my collection bucket, dressed as the Mayor. I was informed that I could not collect on their premises as they gave to other charities. All other premises I entered were very welcoming. It seems they are reluctant to enter a discussion that is very frustrating, but I will persevere.

On Monday the 1st Oct I will be at the presentation event for the memory café. I spent the last week going around the Town centre distributing some questionnaires for our Events officer. It is amazing how many hours are spent in achieving such a poor return.

On the 25th I had a meeting with a local resident about problems with traffic on Castle Hill, Seafield Road and Seahill. This I will be alerting our County Councillor about.

**COUNCIL
Police Report**

August Report



Devon & Cornwall Police

Building safer communities together

Crimes Recorded - 01/08/2018 to 31/08/2018 - kn3h

Offence	Recorded Crime 01/08/2018 to 31/08/2018	Recorded Crime 01/08/2017 to 31/08/2017	Recorded Crime % Difference
Violence with Injury	3	3	0.0%
Violence without Injury	3	5	-40.0%
Other Sexual Offences	1	0	-
Burglary Dwelling	0	1	-100.0%
Burglary Non-Dwelling	1	0	-
Vehicle Offences	0	1	-100.0%
Shoplifting	4	3	33.3%
Other Theft	8	3	166.7%
Criminal Damage	1	4	-75.0%
Public Order Offences	3	0	-
Possession of Drugs	1	0	-
Other Offences	1	1	0.0%
Total	26	21	23.8%

Non Notifiable Offences	3	1	200.0%
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Devon & Cornwall Police

Building safer communities together

Incidents Recorded - 01/08/2018 to 31/08/2018 - kn3h

Incident Closing Category	Incidents - 01/08/2018 to 31/08/2018	Incidents - 01/08/2017 to 31/08/2017	Incidents % Difference
Anti Social Behaviour	20	17	17.6%
Crime Not Recorded	2	2	0.0%
Crime Recorded	7	11	-36.4%
Public Safety	32	31	3.2%
Transport	13	4	225.0%
Total	74	65	13.8%

AUGUST:-

26 CRIMES

- 3 x Violence with injury (domestic related)
- 3 x Violence w/o injury
- 1 x Sexual Offence – ex partner issue
- 1 x Burglary non dwelling
- 4 x shoplifting – Linked to the travellers (as mentioned above)
- 8 x theft – Bilkings from Tower garage, lead taken from roof of toilets West walk & something taken from Jurassic Centre
- 1 x crim dam – car damaged (neighbour issue)
- 3 x POA – Neighbours saying comments
- 1 x poss drugs – stop check of person and cannabis found
- 1 x other – Male arrested for breach of Community Behaviour Order (as above sent back to prison)

74 LOGS

- 20 x ASB
- 2 crimes not reported – 1 x Drink driver arrested & 1 x Theft of £500 cigarettes using stolen/fake/cloned cards by Asian Mancunians (which I am currently investigating, but has led to £5,000 cigarettes seized from them!)
- 7 x crimes
- 32 x public safety – Drink drivers, sudden deaths, missing people etc
- 13 x transport

September Report



Devon & Cornwall Police

Building safer communities together

Crimes Recorded - 01/09/2018 to 20/09/2018 - kn3h

Offence	Recorded Crime 01/09/2018 to 20/09/2018	Recorded Crime 01/09/2017 to 20/09/2017	Recorded Crime % Difference
Violence with Injury	2	2	0.0%
Violence without Injury	3	3	0.0%
Rape	0	2	-100.0%
Other Sexual Offences	0	2	-100.0%
Vehicle Offences	2	1	100.0%
Other Theft	1	1	0.0%
Criminal Damage	1	1	0.0%
Possession of Drugs	1	0	-
Total	10	12	-16.7%

Non Notifiable Offences | 1 | 1 | 0.0%



Devon & Cornwall Police

Building safer communities together

Incidents Recorded - 01/09/2018 to 20/09/2018 - kn3h

Incident Closing Category	Incidents - 01/09/2018 to 20/09/2018	Incidents - 01/09/2017 to 20/09/2017	Incidents % Difference
Anti Social Behaviour	3	12	-75.0%
Crime Not Recorded	1	0	-
Crime Recorded	3	4	-25.0%
Public Safety	12	21	-42.9%
Transport	5	9	-44.4%
Total	24	46	-47.8%

SEPT:-

10 CRIMES

2 x Violence with injury - ABH (slight burn to self by kids playing around with lighter and aerosol)

3 x Violence w/o injury - Common Assault

2 x vehicle offences – Theft of disability car (not sure how this can happen with modern car immobilisers etc?) & Theft from car (near auction house)

1 x theft – Elderly female lost some jewellery from her room (possibly mislaid)

1 x crim dam – to vehicle (tyres damaged)

1 x poss drugs – 1 x RTC Drink driver arrested and prescribed medicine found not in her name

24 LOGS

3 x ASB – Neighbour issues

1 x crime not reported

3 x crimes – 1 x Drink driver stopped by officer on general patrol during evening Harbour Road & 1 x Drink driver (see above poss drugs)

12 x public safety – concerns for people / sus people hanging around

5 x transport – vehicle with no MOT & RTC logs (as mentioned in the crimes)

**COUNCIL
County Councillor Report**

Leisure East Devon use of Colyton Leisure Centre

I was contacted by a number of people who attend morning LED classes at the centre, which Colyton Grammar School wish to end. The users, 170 of whom have signed a petition to the school, are rightly concerned that this change has been under discussion between the school and LED for 9 months without their being consulted, yet it could be implemented as early as Christmas. On 13 September I met with the Headteacher, Mr Tim Harris, and Chair of the school's Trustees, Mr Barry Sindall, to present the users' concerns. They reassured me that they remain committed to community use of the centre, that evening, weekend and holiday activities are not affected, and that there will be no early move to change the dance studio into a fitness centre. However I remain very concerned that the morning classes, which are highly valued by local people and make a contribution to local wellbeing resources, could be ended precipitately. I have urged the school, LED and EDDC to find a way in which the daytime classes under threat can be maintained.

Services in Seaton Hospital

After 6 months, the RD&E has finally given me an answer to my queries about two services which appeared to have ended. The ENT clinic has resumed, but the Dermatology clinic is not being reinstated. However it could form part of the general review of local services which will be discussed by a Seaton Area Health Matters team (of which I will be a part, along with Cllrs Rowland and Pook and Dr Welland) with the RD&E a meeting now delayed to November.

Proposed Dorset and East Devon National Park

The Government have set up a review of national parks and AONBs. I asked Devon County Council to look again at the proposal for a Dorset and East Devon National Park in the light of this review. On 12 September DCC's Cabinet decided to invite the review panel to Devon, but has not committed itself to the proposal. The matter comes to Council on 4 October.

Farway ford

I took the Parish Council's case to replace the original stone blocks in the ford, rather than concrete over it, to the Director of Highways, but was turned down, and so have offered to fund the extra costs from the Locality Budget.

Beer signs divert heavier traffic for campsite away from the village

I am pleased to report that the Parish Council's campaign for new signs in The Causeway and Mare Street, which I am paying for from my Locality Budget, finally bore fruit this month.

Parking in New Cut, Beer

I have been approached to ask for a restriction on parking outside Pioneer Cottages and will be discussing this with the Parish Council.

Colyford crossing update

Highways officers visited Colyford on 19 September to continue work on the crossing.

Parking in Sidmouth Road, Colyton

Together with a representative of the Parish Council, on 12 September I met with the Headteacher of Colyton Primary School. She said she will not object to the PC's proposal to extend double yellow lines on Sidmouth Road, but also raised concerns about traffic in The Butts, which I will discuss with the PC. We agreed that it would be better for parents who are dropping off and picking up children to use the Car Park, and I have contacted EDDC to discuss whether they can facilitate this.

Seaton Down Hill speed limit change

The proposal to extend the 40 limit on Harepath Hill west of the junction with Seaton Down Hill, applying the 40 limit to Seaton Down Hill, should be published in October.

Stop Line Way in Seaton Wetlands

Following my earlier representations, I have now been informed that the County Council has agreed a new approach to securing the missing section of this route.

Road repairs: Northleigh, Offwell and Seaton

The main Highways contractor, Skanska, have stated that their Pothole Action Fund jobs, which include the Northleigh Cross-Offwell Brook road, will be completed by Christmas. The other roads I have put forward, at Drummerstone Cross, Offwell, and Beer Road, Seaton, are being funded from the Resilience Fund and may involve other contractors. However these, and the delayed resurfacing of Townsend Avenue, Seaton, are still due in 2018-19.

Locality Budget and Invest in Devon fund

I would like to remind parishes and community groups that I have a total of £10,000 in each of these budgets for the current financial year, and much remains uncommitted. The Invest in Devon fund can only be used towards capital expenditure, while the Locality Budget is more flexible. Details of both are available on the DCC website but it is best to contact me first to discuss your project.

COUNCIL
District Councillor Reports

Councillor Marcus Hartnell

Recycling

An estimated 61% of all waste in East Devon was recycled in August. Under European Union targets, the UK must recycle at least half of all household waste by 2020, with the UK average presently at just 43%, demonstrating what excellent participation we have in East Devon!

East Devon residents are being invited to step up to the challenge and recycle more cans and tins every week as part of national recycling week (24-30 Sept). The 'Metal Matters' campaign will alert recyclers to the value of recycling different metals and explain what happens to them. Recycling a can uses 20 times less energy than making a new one. The campaign will seek to reduce the amount of recyclable material that residents put in their grey bin – which will drive up our recycling rate even further.

Overview Committee

On 27th September the Overview Committee are to debate a response to the House of Lords Select Committee following a call for evidence on Regenerating Seaside Towns and Communities. <http://eastdevon.gov.uk/media/2615075/270918-overview-agenda-combined.pdf>

Colyton Grammar School Sports Hall

I have received two emails expressing concern about the future of the sports hall at Colyton Grammar School, which is currently operated by Leisure East Devon (LED). The school is looking to take over full control of the facility which has caused many in the community to be concerned about classes available to them. I have forwarded these concerns on to officers at EDDC who are aware of the situation and in discussion with LED.

Seaton Football Pitches

I have held an initial meeting with Seaton Town Football Club concerning the upgrade of facilities at Colyford Road and continue to pursue this with officers at East Devon.

Moridunum

Officers have met with Mr Mooney concerning the Moridunum. I am scheduled to meet with the Property & Estates team in the next week or so to discuss the next steps.

Devon Crowdfunding

Further to my report last month, here is the link to the cabinet papers with information concerning the crowdfunding pilot. Pages 122-131

<http://eastdevon.gov.uk/media/2585596/050918combinedcabinetagendapublic.pdf>

The minutes are as follows:

RESOLVED:

1. that the Crowdfund Devon scheme be joined, with delegated authority given to the Strategic Lead Organisational Development and Transformation, in consultation with the Strategic Lead Governance and Licensing to finalise any necessary arrangements to facilitate this. As well as agree to amendments to the operation of the scheme while East Devon District Council was a part of it, be agreed
2. that £50,000 of the Transformation Fund be spent on community projects using the scheme with funding to be awarded on the basis of the criteria set out in Appendix A. That delegated authority be granted to the Strategic Lead Organisational Development and Transformation, in consultation with the Strategic Lead Governance and Licensing to vary the criteria where it was considered appropriate and necessary to do so, be agreed and
3. that delegated authority be granted to the Strategic Lead Governance and Licensing to review and if necessary revise the Community Fund Panel's terms of reference to permit email approval of the allocation of Crowdfund Devon grant payments due to time constraints in the process. Such approval to be in accordance with the rules of the scheme and the award criteria.

REASON:

- There was the opportunity to use the Crowdfund Devon crowdfunding platform for free for the financial year 2018/2019. The costs for the pilot were £26,000 which were being met by the police, but covered the costs of all the authorities.
- The pilot would specifically help determine if crowdfunding was a viable means to deliver local projects and priorities which unfortunately under the current financial constraints were unaffordable for local authorities to promote solely.
- By using crowdfunding the monies would be match funded, helping pay for more projects in the area than the initial amount could ever fund.

Cllr M Hartnell
25/09/2018

**COUNCIL
District Councillor Reports**

Councillor Peter Burrows

On the 4th I attended the afternoon session of the DMC meeting at the Knowle. There was one application regarding Seaton, but it was on the agenda as the applicant was related to a member of staff. I have had discussions with officers on several issues.

The first relates to the Zebra crossing on Harbour Road which was removed because it was sited in an invalid location. Trying to get something resolved here is proving such a problem, even though everyone agrees there should be one.

I have also spoken with Planning and am very happy to see the Eyewell Green application refused.

A month ago, I asked for information regarding work Streetscene do in Seaton, at the request of the Council, I am still waiting.

I am sending in a FOI request in frustration.

It is over a month that I last spoke to Properties at EDDC about the Jubilee clock expecting a reply soon. This is another case of East Devon not getting back to their local councillors when it seems there are difficult decisions to be made usually regarding the spending of money.

The vehicle parking at the Drovers Way/ Harepath Road junction is still behaving itself and not encroaching on the junction.

The pavement outside Abbots and the hole outside the Seaton Fish Bar have both been brought up at the last Traffic Group so one would hope action will take place. Dog fouling is now, sadly, increasing becoming more noticeable. This week I have reported 3 cases and Helen, our local Dog Warden, has also seen a rise. I will be speaking to EDDC as the beach will be open to all dogs by the time of our meeting.

I have received complaints about the amount of flyposting that goes up in Seaton and never gets taken down. I will be speaking to the planning team to see if the Town Council can get an agreement to remove it on their behalf, if it so wishes.

**COUNCIL
Town Clerk Report**

Correspondence and Communication

In terms of correspondence and communication for the month of August, the key areas for Council to be aware of are:

Comment/Complaint/feedback	Action/Response
Complaint from a member of the public re large hole in Queen Street	Passed this information to DCC Highways Neighbourhood Officer and Cllr Shaw. Stephen Kelly responded confirming that the contractor would be investigating this further
Complaint from a member of the public regarding dogs upsetting wildlife at the Wetlands	Passed the complaint to the Wetlands team, who replied to the complainant
A query from a member of the public as to whether they are able to film or record our meetings	Provided confirmation that they can
An email from a member of the public complaining about road drainage and an environmental health matter	Signposted to Cllr Shaw for the highways matter and EDDC for the environmental health matter
Feedback from a member of the public regarding dog control zones in Seaton	Email was addressed to EDDC and sent to us for information
Query from a member of the public regarding access to the cemetery	Signposted to Cllr Shaw who replied to the query
Member of the public asking the Council if it wishes to plant a horse chestnut tree in Seaton	Email forwarded to all Councillors for their consideration

Update on Actions Arising

Devon Air Ambulance Landing Strip

The works were completed in the week commencing 10th September.

Seaton Down Hill

The Town Clerk has written to the Chief Constable following the last meeting of Council asking for speed enforcement sessions to take place along Seaton Down Hill

at the current time and after the speed limit changes. No response received from the Chief Constable yet – a reminder has been sent

Speed limit on A3052 and Seaton Down Hill

The Town Clerk has written to the Chairman of the Highways and Traffic Orders Committee asking him to include the amendment of the speed limit to 40mph on Seaton Down Hill and the stretch of the A3052 in the approach to the Seaton junction to be on the HATOC agenda for the November meeting. No response received from the Chairman of the Committee yet – a reminder has been sent

Pedestrian Crossing on Harbour Road

The Town Clerk has written to Devon County Council to urge them to locate a pedestrian crossing to the east of the junction of Harbour Road and Royal Observer Way before there is an accident due to the increasing footfall. A request has been made that this be added to the 2019/20 budget as a future project. No response received from the Devon County Council yet – a reminder has been sent

Premier Inn

The Town Clerk has written to Premier Inn to ask them to install a barrier at the end of the bridge. The Operations Manager from Premier Inn has responded saying 'I have spoken to the property team who do not believe that a barrier would be necessary and have suggested that we discuss the potential of a crossing on Harbour Road where the bridge is. We have had a number of guests express that is quite difficult to cross the road to head to the beach and we believe this may slow traffic down and avoid any accidents. Happy to discuss further'

Tourist Information Centre

The Town Clerk has written to Harry Barton to give him and the Devon Wildlife Trust an update on the work being done by the Council to review the options for the TIC going forward (as the current Service level Agreement with DWT ends on 31st March 2019). No feedback from Devon Wildlife Trust.

Assets of Community Value

The Town Clerk chased up EDDC and resent the Land Registry information. EDDC have confirmed that this is going through their process. EDDC have now confirmed that the decision date is 17th October 2018.

Information for Councillors

The Council is working with the Royal British Legion and other local organisations regarding the commemoration of WW1.

A date for Councillors diaries is that the Beacon of Light commemorations will take place on Sunday November 11th at 6.30pm

COUNCIL

Colyton Grammar School and Leisure East Devon

Correspondence received from a Seaton resident as follows:

Dear Councillors,

I recently wrote to Councillor Rowland and Councillor Shaw to ask about the future of Leisure East Devon at Colyton Grammar School. Mr Shaw had no information on the subject and Mr Rowland has so far not replied; perhaps as he is further looking into the question.

You may by now be aware that there are moves being made to terminate the agreement between Colyton Grammar School and LED regarding the use of the studio at the school by LED.

I do not know the full background to this agreement but believe that there was some participation by Seaton in the building of the facilities. You will have much more information on the subject. For more recent developments you may care to go to the Colyton Grammar School web site where the minutes of past trustee meetings are listed under governance +. It would seem that discussion has been taking place since at least 2017.

The facilities, managed by LED on behalf of East Devon, are of immense value to the area. We, the population are constantly being told to keep fit. This is sound advice, especially as the curtailment of hospital services locally makes it essential to keep healthy. We may need LED facilities even more as time goes by. My own interest is yoga which I have found to be of great benefit and is recommended by my doctor.

I noted in the school minutes that the school is not unaware of it's duty to the larger community. One of the great assets of LED membership is that it offers a range of activities at a reasonable price. If LED classes are discontinued at Colyton, participants will be forced to abandon their particular class or pay extra for a similar privately run one. In many cases the extra cost for one activity will be greater than the LED membership fee which covers many. Forcing this choice on members of the community (many of whom cannot afford to pay extra) hardly seems in the best interest of local people.

Thank you very much for your attention to this matter which, I'm sure you will agree, is of great importance to the wellbeing of our community. We are already fighting for our hospital. Do we now have to fight for our health on a second front?

I would greatly appreciate hearing your response to this matter and any further information available. Looking forward to your kind reply

Yours sincerely,
Linda Mills

COUNCIL
Events for 2019

At the Communities Committee meeting on 28th August the list of dates below were considered and the Committee resolved to **RECOMMEND** to Council the list of dates for 2019 for their approval

Potential dates for 2019 are as follows:

Big Clean

Saturday 9th March (it was discussed that the Grizzly will take place on 10th March therefore the Big Clean take place on Saturday 2nd March 2019 instead)

Artisan Markets

Saturdays:

April 6th

May 4th

June 1st

July 6th

August 3rd

September 7th

Art@Jubilee

Saturdays:

June 1st

July 6th

August 3rd

September 7th

Cycle Fest:

The first weekend in July which is Saturday 6th and Sunday 7th July

Christmas

Saturday 30th November for the Christmas light switch on and Christmas carnival

COUNCIL
Communities Together Fund

The information below went to the Communities Committee meeting on the 28th August and the Committee resolved that it be referred to Full Council for consideration.

Are there any projects that Councillors feel that Council should apply for?

Information taken from EDDC website

How much you can apply for

- There is a total funding pot of around £195,000. This made up of £1.10 per elector in East Devon, plus the unallocated funding from the Parishes Together Fund which money was allocated to in the same way.
- You can apply for a maximum of £30,000 and a minimum of £400.
- A minimum of 20% of the total costs of your project must be funded from other sources. For example, for a project that costs £10,000 in total, you can apply to this fund for a maximum of £8,000 and must find a minimum of £2,000 of the money to pay for the project from elsewhere. You should have at least the vast majority of your match funding in place before applying to us, preferably all of it.
- If the organisation paying for the project is VAT registered and is able to claim back VAT, you must only apply and claim for the net amount (total amount minus VAT).
- We'll pay grants upon receipt of invoices and receipts for the project as outlined in the application form unless you agree an exception with us in advance.
- There is likely to be a lot of competition for the funding, so not all projects will be funded. Have a good think about how much you really need and what other funding you might be able to find from elsewhere.

2. Who can apply

Four types of organisations can apply:

1. Town and parish councils. Your project must benefit two or more town or parish council areas in East Devon, excluding Exmouth who are managing their own funding. Each application must be submitted jointly by two or more parish or town councils with one application form submitted by a lead parish or town council. In addition you must make all the [relevant East Devon District Councillors](#) aware of your project.

The following can also apply, as long as they have a governing document, which needs to be sent with the application:

2. Charities registered with the Charities Commission. You'll need to send in accounts from the previous financial year.
3. Properly constituted and regulated Community Interest Companies registered with Companies House. You'll need to send in accounts from the previous financial year.
4. Voluntary and community groups and clubs where someone like a town or a parish council has agreed in writing to be accountable for the project and the funding,

and bankroll it. Please send evidence with your application. The accountable organisation will need to send in relevant documents.

Organisation types 2, 3 and 4 please note;

- All projects must benefit two or more town or parish council areas. Exmouth, as part of a pilot scheme, are managing their own funding so must not be included when counting how many town or parish council areas your project benefits.
- You must have the written support of at least one of the town and parish councils for the areas that would benefit from your project (not including Exmouth). You must send this in with your application. When you contact the relevant town or parish councils you must also contact the relevant East Devon District Council Ward Member(s) to let them know about your project, so for example if you are emailing the town or parish council then copy in the Ward Member.
[Find out about town and parish council areas and how to contact them.](#)
[Find out which EDDC Ward Members to contact and how to contact them.](#)

3. What we will fund

- Projects that benefit two or more town or parish council areas within East Devon. For example, this could be factors such as residents of neighbouring parish attending your project, or the project being delivered in multiple locations in different parishes. Exmouth, as part of a pilot scheme, are managing their own funding so must not be included when counting how many town or parish council areas your project benefits. Although we will consider applications that include a small benefit to Exmouth as well as a larger benefit to two or more other town or parish councils, where there the majority of the benefit is to Exmouth or where Exmouth is the only beneficiary you must apply to the Exmouth fund through Exmouth Town Council, which is not yet open to applications. Projects that show communities working together; identifying new ideas for their mutual benefit. Applications are welcome from community projects benefiting, enhancing and making a difference to communities.
- All applicants must show that they have explored opportunities to work with other voluntary and community groups to either identify and/or carry out the proposed project.
- Grants are for both capital (one off costs of a permanent item, structure etc) and / or one off revenue costs (temporary items, events, start-up costs, costs of a time limited project etc.). Can include one off staff costs / time limited project staff costs.
- All grant money awarded must realistically be able to be spent and claimed within 12 months of receiving your grant offer letter.

4. What we won't fund

- Projects that only benefit one town or parish council area within East Devon.
- Projects where there is a significant benefit to Exmouth or where Exmouth is the only beneficiary. In this case you must apply to the Exmouth fund through Exmouth Town Council.
- Unsustainable projects. For example, projects that need to continue beyond the life of the funding but are unlikely to be able to.
- Projects working with vulnerable people where there isn't a Safeguarding Policy and / or appropriately trained staff / volunteers.

- Projects for organisations that have more than 12 months running costs in reserves.
- Projects where planning permission is required but hasn't yet been given.
- Funds can't be given to help pay off debts.
- Projects that promote religion or politics.
- On-going costs including staff costs or costs for the day to day running of an organisation, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition.
- Regular activity such as grass cutting, ditch and drainage work and other associated 'lengthsman' duties.
- Projects that are the statutory obligation of another statutory organisation for example Devon County Council, the Church or the NHS.
- Projects that will have already started before grant offers are made.
- Repeat projects. You can't apply for funding for the same project twice, unless there is a compelling business case proving this will help the change to the project becoming sustainable. We also won't fund projects that have previously received funding from the Parishes Together Fund.
- Funds can't be given to benefit individuals or private / for profit enterprises.
- Projects that are eligible for East Devon District Council's [Community Buildings Fund](#).

5. What to include as part of your application

Please send us quotations, tender specifications and evidence of cost as outlined:

- All projects that will cost under £5,000 must include at least one written quotation from a contractor (if using a contractor) / supplier.
- If the total cost of your project is between £5,001 and £100,000 you must provide a minimum of three quotations. For projects between £5,001 and £100,000 you must invite quotations using a written tender specification containing brief details of the project and asking for quotations to be submitted to you by a specified deadline. The same written tender specification must be sent to all organisations you're inviting to send you a quote. This is to ensure all organisations vying for the project have exactly the same information to use for their quotation.
- If the total cost of your project is over £100,000 you must use a formal tender process and a minimum of 4 suppliers must respond to a written tender specification. If you aren't sure what this involves please contact us.
- If for some reason you can't submit the required number of quotations please send us information / evidence of why this isn't possible.
- If your project doesn't involve any 3rd party quotations please give us as much detail as possible on how you reached your conclusion of costs.

In addition:

- If you are applying as a voluntary or community group, Community Interest Company or a registered charity you'll need to send us a copy of your governing document. You must also send us the previous year's accounts for your organisation, or evidence that another organisation such as a town or parish council will be accountable for and bank roll your project. Also send us a letter of support from at least one of the town and parish councils that your project will cover.

- If your project involves work with vulnerable people then send us a copy of your safeguarding policy/policies and details of how any staff and volunteers and appropriately trained.
- Please send supporting documents wherever possible. This could include things such as; details of offers/ grants from any other funder/ organization, photographs, specifications and drawings, extracts from your Parish Plan(s) or Neighbourhood Plan(s), evidence of consultation e.g. letters of support, evidence of need for your project.

6. When you should apply

The closing date for all applications is midnight on Wednesday 16 January 2019. Any applications received after this will not be taken forward and will be returned to you. The fund is confirmed for this year only. Decisions on applications will be made at the end of March 2019. This is a competitive fund, we don't expect to be able to fund all applications.

Once the deadline is reached incomplete applications will not be assessed.

Agenda Item: 20

COUNCIL

PKF Littlejohn Auditors Report

The External Auditors Report and the audited Annual Return have been published on the Council website under the Council information/ Financial Information page