



D R A F T Minutes of the Council Meeting of Seaton Town Council On Monday 9th April 2018

Present

In the chair: Cllr J Rowland

Councillors: K Beer, P Burrows, C Chadwick, S Read, H Sanham, M Shaw, D Squire and K. Rye

Officers: Committee Secretary

Public: 3 Member of the Public

219. Apologies for absence

There were no apologies for absence.

220. Declarations of Interest

Cllr Shaw declared a personal interest as a Councillor with Devon County Council (DCC) and a personal interest in item 17: Town Hall proposal.

Cllr Burrows declared a personal interest as a Councillor with East Devon District Council (EDDC) and a personal interest in item 17: Town Hall proposal.

221. Minutes

The Council **RESOLVED** to agree the minutes of the meeting on Monday 5th March 2018.

(moved Cllr Read; seconded Cllr Beer)

222. Chairman's Report

The Chairman thanked Roger and Tina Trepani, Cllr Shaw, the Town Clerk, Michelle and Hester for their support in the organisation of the 'Health Matters – Going Forward Together' event. Cllr Beer endorsed the organisation of the meeting.

Council **NOTED** the Chairman's report.

223. Public Question Time

There were three members of the public present.

Mr John Buckley made a request for additional and more consistent publicity for Artisan Markets through the Council's marketing contractor, One Voice. Mr Buckley considers that One Voice is located too far away from Seaton and does not know either the town or the area.

Response: A meeting is planned with One Voice in advance of the next Community & Open Spaces Committee on 30th April 2018.

Mr Paul Mooney introduced himself as the Freeholder of Fosseyway Court.

Mr Mooney outlined correspondence he has received from EDDC to the effect that "(EDDC) does not wish to proceed with the transfer of the Moridunum and the extended land to (Mr Mooney)" and "Matters have moved on in terms of Seaton Town Council's own intentions in respect of the seafront site". In light of this correspondence, Mr Mooney provided a list of questions to STC.

The Chairman advised that STC had not seen the reply from EDDC to Mr Mooney's letter of 5th January 2018. Mr Mooney agreed to provide STC with a copy of the most recent letter from EDDC's solicitor. The Chairman advised that STC's policy on the seafront development had not changed. Mr Mooney was asked by the Chairman to give a copy of his questions to the Committee Clerk to enable a written reply to be sent by Seaton Town Council

224. Police Report

Discussion took place on the statistics and in view of the March statistics provided members asked if they relate to Seaton. Chairman agreed to write to PC Speers to clarify.

Council **NOTED** the report.

225. County Councillor Report

Cllr Shaw clarified that the Annual Report 2017/2018 provided in the agenda is for town and parish councils in his DCC Councillor role.

Discussion took place around:

- The pedestrian refuge on Seaton Down Hill; with questions arising from members of the public about its location and a suggestion that DCC Highways paint the adjacent kerbstones to help identify the refuge more clearly. Cllr Shaw explained that DCC Highways survey had deemed the current location of the refuge the only site.
- Cllr Shaw explained that more funding for potholes is forthcoming, but this is a different budget from that used to install the pedestrian refuge. Cllr Shaw will ask that funding for potholes be used to repair a section of Beer Road and invited suggestions for other areas where potholes need to be filled in.
- Are the two remaining spaces in Beer Road for parking following the installation of double yellow lines there by omission or by design? Cllr Shaw will check with DCC Highways.
- If parking restrictions could be installed on Beer Road by Cliff Field Gardens to prevent 24 hour parking by some vehicle owners. Cllr Shaw will enquire into this.
- Concern was expressed about the current staff shortage in social care with the point being made that financial savings had as much to do with DCC not providing the level of care needed by the community.

Cllr Sanham thanked Cllr Shaw for his very informative reports.

Council **RESOLVED** to note the County Councillors report.

(moved Cllr Beer; seconded Cllr Rowland)

226. District Councillor's Reports: Cllr P Burrows

Discussion took place around:

Windsor Gardens Asset Transfer: Cllr Burrows advised that a meeting was forthcoming with Geoff Pook. Cllr Rowland will be invited to attend the meeting as he had made the initial application to EDDC.

Council **RESOLVED** to agree that STC will write to organisers of the Grizzly event thanking the organisers for their work and in support of the organisers.

(moved Cllr Squire, seconded Cllr Chadwick)

Council **NOTED** the District Councillor's report.

227. Reports from Council representatives on Outside Bodies

Cllr Beer summarised discussion at the most recent meeting of the Devon Association of Local Councils (DALC):

- Concerns about the introduction of Universal Credit

- Communities together as this is supporting apprenticeships
- The facility to lobby MPs through DALC
- S106 funding with a forthcoming seminar and a suggestion that STC will send a representative to the meeting and ideas are welcome
- The current DALC secretary is leaving

Council **NOTED** the report.

228. Town Clerk Report

Discussion took place around:

- Feedback from the public with suggestions for agenda items at the Annual Town Meeting and publicity. Cllr Rowland explained this is in hand with Officers and publicity for the STC Facebook page as well as the Council website
- Improving the vitality of the Town Centre following a recent Seaton Town Development Team seminar. Cllr Rowland will follow up on this with Council Officers
- Follow up information from the Economic Development Team to be provided to the next Council meeting
- Making Seaton a plastic free town with the provision of stickers for local businesses to publicise their participation and the need to encourage businesses to take part. Cllrs Rowland and Shaw will meet to discuss this further
- Council **NOTED** the Town Clerk's report

229. Resignations

Council noted that Cllr Pigott has resigned from the Council due to a change of residency and employment commitments. Council asked for clarification on the precise date of Cllr Pigott's resignation.

Council **RESOLVED** to agree that a letter of thanks be sent to Martin in respect of his work and contribution.

(proposed Cllr Rowland, seconded Cllr Shaw)

Council noted that Cllr Chadwick has resigned from the Finance and General purposes Committee. Members thanked Cllr Chadwick for her contribution.

Council noted that a Cllr Squire has stepped down from representing STC on the Axe Valley Local Action Group due to work commitments.

Council **RESOLVED** that Cllr Ken Beer will represent STC at the Axe Valley Local Action Group prior to decisions on appointments to Outside Bodies at the Annual General Meeting.

(proposed Cllr Rowland, seconded Cllr Read)

230. Motion for debate

Cllr D Squire: Websites / SeatonDevon.org

Cllr Squire proposed that the website is taken down until it is updated.

Cllr Rowland proposed an amendment to the effect that that Council Officers work with One Voice to update the site within two weeks so that it can go live again.

(seconded Cllr Read)

Cllr Squire accepted the amendment.

Council **RESOLVED** to agree the amended proposal.

231. Motion for debate

Cllr D Squire: STC Website

Cllr Squire proposed that the website is inconsistent and needs an overhaul and that this is done as a matter of urgency to be brought up to date by the next full Council meeting.

Cllr Sanham proposed an amendment to the effect that STC Officers review the current content including pages denoted as 'Information to follow' so that all the information is present and current within two weeks in order that the Council's contractor can update the information to a new platform.

Cllr Squire accepted the amendment.

(seconded Cllr Shaw)

Council **RESOLVED** to agree the amended proposal.

232. Motion for debate

Cllr D Squire: Seaton Facebook Page

Cllr Squire proposed that STC uses the Facebook page as a functioning, factual information page about Council activities and that all comments regarding the council are made from this page only.

Council discussed current STC Communications Policy and how this affects the capacity of Councillors to post Social Media comments outside of Seaton's Facebook page and the need for more consistency.

Cllr Squire proposed an amendment to set up a small working Group to clarify the use of STC's Facebook page and Councillors' use of other social media and public facing platforms.

(seconded Cllr Shaw)

Council **RESOLVED** to agree the amended proposal.

233. Motion for debate

Cllr D Squire: Communications

Cllr Squire proposed that the Town Council Office, contractors and Councillors will adhere to responding to emails in a timely and professional manner, i.e., to respond within one working week if only to advise receipt of correspondence and next steps.

Cllr Sanham proposed an amendment to put in place a procedure for logging and monitoring communication from the public and that all STC Officers, contractors and Councillors will acknowledge communication within 4 working days, and that a final, full reply will be actioned as soon as possible and a report on issues raised by the public will be included in agendas for Full Council from now on.

(seconded by Cllr Shaw)

Council **RESOLVED** to agree the amended proposal.

234. Request for free room booking

Council discussed the request from the Guide Dogs for the Blind Association.

Council **RESOLVED** to write to the Association explaining that STC cannot support evening meetings because of the additional costs incurred by the Council, and to invite the Association to put in a room booking request for a morning event.

(proposed Cllr Shaw, seconded Cllr Squire)

235. General Data Protection Regulations

Council **RESOLVED** to agree the report provided by the Town Clerk

(proposed Cllr Shaw, seconded Cllr Read)

Council noted that it is not possible at this stage to understand the impact of the new regulations and requested a further update from the Town Clerk once arrangements are complete.

236. Update on actions from previous meetings

Council requested an update on progress for the Air Ambulance Landing Strip. Cllr Rowland will speak to the Town Clerk about this.

Council requested an update on progress on the Volunteers Day. Cllr Rowland will speak to the Town Clerk about this.

Council **NOTED** the report.

237. CONFIDENTIAL ITEMS

The Chairman moved that in accordance with the Council's Standing Order 1 (c) press and public would be excluded from the meeting during the discussions of items 17 and 18 on the agenda as there was likely to be disclosure of information as matters are being discussed which could identify an individual or are commercially sensitive.

Council **AGREED** the statement as read.

238. Town Hall proposal

Councillor Rowland had attended a meeting to do with the proposals on 19th March 2018.

Council **RESOLVED** to write to the Town Hall tenants seeking further clarification on the proposals as a structural survey is required regarding the suitability of the location of the proposed lift. The cost of a survey of the building for all of the proposed plans would have to be met by the tenants.
(proposed Cllr Rowland, seconded Cllr Sanham).

239. Staffing Matter

Council **RESOLVED** to note and agree the recommendation.
(proposed Cllr Rowland, seconded Cllr Beer).

The meeting ended at 21.30.

Chairman: _____

Dated: _____