



Minutes of the Communities Committee Meeting on Monday 24th September 2018

Present

Chairman:	Cllr Sanham
Councillors:	Burrows, Chadwick, Ledger, Rowland, Rye, Sanham and Webster
In attendance:	Town Clerk No public

66. Apologies for Absence

Apologies received & accepted from Cllr Beer

67. Declaration of Interest

Cllr Burrows declared a personal interest as a Member of East Devon District Council (EDDC).

68. Public Question Time

There were no members of the public present

69. Minutes of the previous meeting

The Committee **RESOLVED** to approve the minutes of the meeting on Tuesday 28th August 2018, subject to the following amendment:

Minute 54 – the first paragraph be amended to read ‘It was noted that the Christmas market was scheduled to take place on the light switch on event on Saturday 1st December. It was agreed that further discussion on the Victorian Christmas Market would take place at the next meeting’.

(moved Cllr Ledger; seconded Cllr Burrows)

70. Marketing Contract

Discussion took place regarding the update from One Voice Media for August/September 2018:

- Whether the Council is getting value for money from the contract
- The informal meeting with One Voice being scheduled for 5pm on Wednesday 3rd October
- The need for One Voice to produce proposals as to what they intend to do going forward
- The need for the Council to give greater direction to One Voice going forward
- Whether One Voice could do a presentation on the 3rd October
- Councillors to email the Town Clerk with any questions for One Voice prior to the meeting
- The need to consider demographics – i.e. who are we targeting with the marketing and PR

- Clarification as to what will be going in the Visit South Devon Guide and will the Council have to pay for it?
- What is the situation with the SnapSeaton postcards
- Clarification on whether One Voice have done a press release for Seaton in Bloom for the Midweek Herald
- The need for One Voice to start uploading press releases to the SeatonDevon.org website

The Committee **NOTED** the report from One Voice
(moved Cllr Sanham; seconded Cllr Burrows)

71. Cycle Fest 2018

The report on the Cycle Fest budget was deferred to the next meeting of the Committee.

72. Christmas 2018

Discussion took place around:

- The need for a special meeting of the Communities Committee to discuss Christmas arrangements following the meeting of the Promote Seaton Group on Thursday 27th September
- It was confirmed that the Light Switch on event will take place on Saturday 1st December.
- Quotes for lighting of Windsor Gardens to go to the next meeting of the Finance Committee on 8th October 2018
- Whether the Victorian Christmas Market would take place in either Windsor Gardens or Thury Harcourt Place on Saturday 8th December 2018
- The need for the Events Officer to finalise the Christmas arrangements and for One Voice to start promoting them

Cllr Rowland proposed that the Victorian Christmas Market take place at Thury Harcourt Place. Seconded by Cllr Sanham
The Committee voted against this proposal

The Committee **RESOLVED** that the Victorian Christmas Market take place at Windsor Gardens.
(moved Cllr Webster; seconded Cllr Chadwick)

73. Artisan Market and Art@Jubilee Traders 2019

As Cllr Sanham had recently circulated papers for this agenda item it was agreed that this be covered at the Special meeting of the Committee.

74. Budget

The report on the Budget was deferred to the next meeting of the Committee

75. Websites

Discussion took place around:

- One Voice to update the content on the SeatonDevon.org website and this to be discussed with them at the meeting on 3rd October
- Some of the links on the SeatonDevon.org website are still not working

- The Town Council website still being in the process of being updated

76. Town Guide 2019

The Committee considered the paper put together by Cllr Sanham and **RESOLVED** that the list of organisations listed be invited to quote for the Town Guide 2019 as well as an advert going into the local paper.

(moved Cllr Sanham; seconded Cllr Rowland)

77. Memorial Benches

The Committee **RESOLVED** to amend the Policy to include reference to benches being made out of recycled plastic materials and not wood

(moved Cllr Rowland; seconded Cllr Webster)

The Committee **RESOLVED** to approve the Memorial Bench Policy and application form subject to the above amendment

(moved Cllr Sanham; seconded Cllr Rowland)

78. Volunteers Day

Discussion took place around the fact that the Council needs to have at least two months to plan and organise this and that the event should take place in early 2019.

The Committee **RESOLVED** that the Volunteers Day take place on 16th March 2018 and that Proposals one and two be merged into one

(moved Cllr Sanham; seconded Cllr Burrows)

79. Play Area Inspection Report

The Committee considered the report relating to the Titan equipment.

The Committee **RESOLVED** that the Council write to ROSPA to ask them to revise their report to ensure that the risk for the Titan equipment is consistent across both play areas, and also to ask them to confirm what 'regular' means

(moved Cllr Rowland; seconded Cllr Chadwick)

80. Signage

The Town Clerk confirmed that as per a previous Committee resolution, the Town Maintenance Operative was painting one of the fingerposts to ascertain the length of time it takes and the cost of the paint.

The Committee **RESOLVED** to get quotes for electrosetting the lettering in gold

(moved Cllr Sanham; seconded Cllr Rowland)

81. Seagulls

The Committee **RECOMMENDED** to Council that it agrees to not do anything in respect of seagulls.

(moved Cllr Ledger; seconded Cllr Rowland)

82. Town Crier

The Committee considered the draft job description for the Town Crier and

RESOLVED that an advert be placed in the Midweek Herald for a new Town Crier

(moved Cllr Sanham; seconded Cllr Ledger)

83. Cultural Quarter

The Committee received an update that East Devon District Council had agreed that signage could go onto a planter on Thury Harcourt Place to market and promote the Cultural Quarter

The Committee **RESOLVED** to continue with the use of the name the 'Cultural Quarter'
(moved Cllr Ledger; seconded Cllr Chadwick)

84. WW1 Commemorations

Discussion took place around:

- Discussions with the church and that they felt the risk of having a beacon on the roof of the tower was too high
- Cliff Field Gardens, Fisherman's Gap or Jubilee Gardens being potential locations for the beacon
- That a beacon needs to be purchased
- Cllr Sanham to meet with representatives from the Royal British Legion (RBL), local churches, local Services Associations, and local youth groups to agree the format of the commemoration
- The purchase of a silent soldier from the British Legion (Cllr Sanham to liaise with the RBL)
- The need to carry out remedial works to the war memorial due to the

The Committee **RESOLVED** to purchase a beacon to be met from the Civic Expenses or Events Budget
(moved Cllr Sanham; seconded Cllr Rowland)

The Committee **RESOLVED** to purchase a silent soldier and to determine where to locate it
(moved Cllr Rowland; seconded Cllr Chadwick)

85. Update on Actions Arising

Christmas Lights

An update to be provided on the budget and situation with Christmas lights at the special meeting of the Committee

Skate Park Mural

It was agreed that as no response had still not been forthcoming from Mr Allen from Leisure East Devon or Mr Cook from East Devon District Council that the Town Clerk escalate the matter to their line managers.

Seaton App

The Town Clerk to send the testflight information to Councillors

86. Confidential Items

The Chairman moved, and the Council agreed, 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 22 on this agenda as there is likely to be a disclosure of commercially sensitive information

87. Hanging Baskets

This item of business was deferred to the next Committee meeting

The meeting ended at 21.30pm

Chairman: _____

Dated: _____