



**Minutes of the Meeting of the  
Community & Open Spaces Committee  
Monday 30<sup>th</sup> April 2018**

**Present:**

**Chairman** Cllr P Burrows

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

**In attendance:** No members of the public

**137. Apologies for absence**

The Committee noted and accepted apologies from Cllrs Hartnell and Chadwick.

**138. Declarations of Interest**

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

**139. To agree the minutes of the meeting held on Monday 19<sup>th</sup> March 2018**

The Committee **RESOLVED** to agree the minutes of the meeting on Monday 19<sup>th</sup> February 2018, Subject to the following amendments:

Minute 129 to be amended to Cllr Sanham asked questions about public liability insurance and whether traders were covered by the Council's insurance

Minute 130 to be amended to read 'The Committee agreed that office staff update the distribution list and circulate to members of the committee'

Minute 136 to be amended to read 'the use of bio-degradable bags should be considered and remove free bottles of water due to many businesses offering free water refills'

(moved by Cllr Burrows, seconded by Cllr Rowland)

**140. Public Question Time**

There were no members of the public present.

The Town Clerk read out an email from Ms Sharon Bruce regarding bunting and asking the Committee when it would be going up in town

**141. Marketing Contract**

Discussion took place around what the Committee wished to see in a report from One Voice:

- Break a report into four headings of social media, campaigns, features and stakeholder engagement

- Focus on what One Voice are doing as well as what they are planning to do
- Include statistical information to show the results of the marketing

#### **142. Cycle Fest 2018**

The Committee considered the project plan put together by the Events Officer.

Discussion took place around:

- May would be the most busy month for the Events Officer in terms of preparation
- A full dress rehearsal would take place the week before the event with the key organisers
- The road closure has already been approved by Devon County Council
- The Events Officer will continue to work closely with Brandon Ellis from Chard First Wheelers and Alistair Cope from Velo Vintage
- Focus on refillable water points in the town
- The need to provide the Committee with details on the budget
- Currently working to sort out more entertainment for the event

The Committee **NOTED** the report

#### **143. Town Development Team**

The Committee considered the notes from the meeting of the Town Development Team.

Discussion took place around:

- The format of the session and that for future meetings it needs to be a more formal style
- Minutes from the meetings to come through to the Communities Committee
- Should be a community and business led group
- The group itself should elect a chairman
- Important for the Events Officer to be involved
- Set up a closed forum on Facebook for traders to use
- Change the name
- Put an article in the newspaper inviting people to come along to the meetings who have an interest in the town and ask One Voice to promote it

The Committee **RESOLVED** that a meeting take place in the week commencing 14<sup>th</sup> May 2018 with a group of invited individuals  
(moved Cllr Sanham; seconded Cllr Webster)

#### **144. Banners**

The Committee considered the paper on banners covering the banners in the town centre and seafront as well as a proposal from the Dog Warden.

In respect of the banners, discussion took place around:

- The background with regards to the banners in the town centre and seafront
- That Devon County Council had replaced and reinforced lamp standards so that the banners could go up
- The banners looking dull and dated

- Whether it would be more appropriate to put events on the banners
- Whether it was possible to have banners across the highway at the top and bottom of Fore Street and Queen Street
- To ask the Town Development Team to consider banners

In respect of the dog wardens proposal, discussion took place around:

- There is no budget allocated to signage
- The use of an A frame sign being inappropriate
- How would banners be weighted
- It would be proactive and would assist the dog warden with her role

The Committee **RESOLVED** to get the banners repaired and/or replaced and then put up as within budget for 2018/19  
(moved Cllr Sanham; seconded Cllr Webster)

The Committee **RESOLVED** that the Town Development Team are asked to consider ideas for the banners for 19/20  
(moved Cllr Burrows; seconded Cllr Rye)

The Committee **RESOLVED** to put up the bunting alongside the Christmas lighting  
(moved Cllr Sanham; seconded Cllr Webster)

The Committee **RESOLVED** that a report come back to the next meeting on costings and the suggested wording and colour scheme for the dog warden banners  
(moved Cllr Rowland; seconded Cllr Burrows)

#### **145. Seaton in Bloom**

Discussion took place around:

- Sponsorship money is coming in now for the planters and displays
- The need to get some new signage for the sponsors
- The judging is to be done by Cllrs Burrows and Rowland
- Whether there is any criteria for judging

The Committee **NOTED** the update

#### **146. South West in Bloom**

Cllr Burrows provided an update confirming that Seaton's entry to South West in Bloom.

Discussion took place around:

- The brochure being put together for the judges
- Areas that need a bit of a tidy up
- Asking the community to volunteer to help tidy up
- The area near the new pedestrian crossing on Seaton Down Road needs to be tidied up as the grass is a mess
- Cllrs Rowland a Rye to look at encouraging volunteers
- Add this to the Town Development Team agenda for them to discuss

The Committee **NOTED** the update

#### **147. Artisan Markets**

The Town Clerk updated the Committee that the street trading licence was being processed and that traders have been providing the paperwork as required. Councillor Burrows is sorting out the putting up and taking down of the gazebos at the market on Saturday 5<sup>th</sup> May.

The Committee **NOTED** the update

#### **148. Royal Wedding**

Cllr Sanham outlined that the Christians Together and Lions are doing an event to celebrate the Royal Wedding 'Party in the Park' on Sunday 20<sup>th</sup> May and it makes sense to support this event rather than the Town Council organising its own event.

The Committee **RESOLVED** to support the Party in the Park up to £500 to be taken from the Civic expenses budget  
(moved Cllr Sanham; seconded Cllr Burrows)

#### **149. Play Area Inspection Reports**

The Committee **NOTED** the report

#### **150. Updates on Actions Arising**

##### Town Guide

Less than 3,000 Town Guides left at Marshlands for distribution. Mr Palmer had offered to restock Seaton Jurassic, the Co-op and Tesco. Councillors asked for the Take One Media reports and circulation list to be circulated to them. The Committee to start thinking about the Town Guide for 2019 in August/September 2018

##### Beacon in Seaton for commemoration of WW1

The Committee **RESOLVED** to approach St Gregory's Church to get their views as to whether the church would be interested in having a beacon on their tower.  
(moved Cllr Sanham; seconded Cllr Burrows)

##### Signage at Axminster Station

Cllr Sanham to chase AGS signs to find out when this will be installed

##### Seaton App

The Committee to review the content

##### Skate Park Mural

No further response has been received from Mr Allen from Leisure East Devon so the Town Clerk was asked to speak to Mr Cook at East Devon District Council

##### Town Crier

The Town Clerk was asked to place an advert in the Midweek Herald and to speak to One Voice about doing a press release. Also to ask the former Town Crier if he knows of anyone who would be interested

Bus Shelters

The Committee **RESOLVED** that a maintenance schedule be worked out to start improving and painting the bus shelters in black starting with the ones that we own or on the seafront.

(moved Cllr Sanham; seconded Cllr Rowland)

The meeting ended at 21.35

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_