



Minutes of the Seaton Town Council Meeting On Monday 7th January 2019

Present

In the chair: Cllr K Beer

Councillors: P Burrows, C Chadwick, D Ledger, S Read, J Rowland, K Rye, H Sanham, M Shaw and D Squire

Officers: Town Clerk

Public: 13 members of the public were present

Before the meeting commenced Cllr Burrows read out a statement in which he resigned from his position as Mayor. As a result of this the Deputy Mayor, Cllr Beer was in the Chair.

159. Apologies for absence

Apologies were received and accepted from Cllr Hartnell

160. Declarations of Interest

Cllr Beer declared a personal interest in respect of agenda item 11 and the grant application from the Seaton and District Twinning Association as the Treasurer
Cllr Shaw declared a personal interest as a Councillor with Devon County Council (DCC)

Cllr Rye declared a personal interest in respect of agenda item 11 and the grant application from Seaton Parkrun as he participates in the Parkrun

161. Minutes

The Council **RESOLVED** to approve the minutes of the Council meeting on Monday 3rd December 2018.

(moved Cllr Rowland; seconded Cllr Shaw)

The Council **RESOLVED** to approve the minutes of the Special Council meeting on Monday 3rd December 2018.

(moved Cllr Rowland; seconded Cllr Read)

162. Public Question Time

A number of members the public spoke during Public Question Time.

Sharon Bruce spoke on agenda item 11 grant applications, confirming that she is the Chairman of the Seaton and District Twinning Association and thanked the Council for considering their grant funding application.

David Sadler spoke on agenda item 11 grant applications, confirming that he was speaking on the Parkrun application. Mr Sadler confirmed that Parkrun is a free 5k run each Saturday which started in London in 2014 and started in Seaton in 2016.

There are about 400 Parkruns in the UK. The request for a grant of £850 is to purchase a secure storage box to keep a number of items in rather than them being kept in volunteers' houses. The shovels and brooms will be used for clearing the esplanade of pebbles in order that a run can take place. The request also includes a sum for a sign of the route and waterproof clipboards. Mr Sadler commented that regular exercise is good for health and that the Seaton Parkrun draws in locals and also tourists from across the UK and the World, which also benefits the local businesses. There is also a societal benefit with approximately 4,000 hours of time amassed.

Laura O'Rourke spoke on agenda item 11 grant applications, confirming that she was speaking on the Health and Local Food for Families (HALFF) application. Mrs O'Rourke confirmed that HALFF is a charity with the aim of improving health through cooking. HALFF have been running a pilot with Seaton Library cooking with 11 to 16-year olds. HALFF are applying for 50% funding of this project to help continue to run cooking sessions for young people. This enables the young people to meet with other young people and also to think about a healthy diet without being lectured. The project is topical with the news headlines recently commenting on the level of sugar eaten by children and important to cut this down.

Ann Smith spoke on agenda item 11 grant applications, confirming that she was speaking on the Seaton and District Garden Club. Ms Smith confirmed that the Garden Club have been maintaining the flower bed at the top of Harepath Road. Last summer the dry weather means that water had to be carried there by the gardeners to keep the flowers fresh and alive. The grant will assist with continuing to maintain this flower bed and the club are thinking about suitable planting for heat/hot summer going forward.

Peter Gilpin of Leisure East Devon asked the Council when they would like him to speak in relation to agenda item 13 Seaton Community Swimming Pool. Cllr Beer asked the Council if they would be willing to suspend the Standing Orders for agenda item 13 to allow Mr Gilpin to speak at that time and Council agreed.

163. Police Report

The Council considered the Police Report covering 1st to 31st December 2018.

PC Speers confirmed that there had been 23 crimes recorded in this period.

He referred to the fire at the Royal Clarence Hotel and confirmed how grateful everyone had been for the swift action of the Fire Service.

Discussion took place around:

- The fact that a Councillor had received very good service from the Road Crime Unit
- A crime road safety roadshow being held in Seaton, which Sergeant Squires would be in touch to organise

At the end of this item Cllr Beer proposed, and the Council accepted, that the running order of the agenda be amended so that agenda items 11 grant applications and 13 Seaton Community Swimming Pool be considered before going back to agenda item 6 County Councillor Report.

Cllr Burrows arrived at the Council meeting at 7.25pm

164. Grant Applications

The Council considered the grant applications that had been received from:

- Seaton and District Twinning Association
- Seaton Primary School PTA
- Seaton and District Gardening Club
- Health and Local Food for Families (HALFF)
- Seaton Parkrun

Discussion took place around:

- The Council Policy being to give a maximum grant of £1,000 and only one grant per organisation per year
- Giving more than one grant to an organisation per year would set a precedence for future years
- The amount left in the grants pot which was £4,820
- Whether the application from Seaton and District Twinning was correct in listing the funding for a French visit in 2018. Cllr Beer confirmed that the year should read as 2019.
- The fact that the Seaton Primary School PTA application included a sum for the purchase of gazebos, and could they not use the Town Council gazebos if they were not in use
- The cost of the project not being listed in the application from the Seaton and District Gardening Club
- The fact that Councillors had not received the additional paperwork included with the applications. The Town Clerk confirmed that all Councillors had all paperwork circulated to them via email before Christmas but that only the applications had been printed and included in their agenda pack
- Whether the problem of stones on the esplanade faced by Seaton Parkrun was an infrequent problem
- Whilst the Councillors supported the work of HALFF the fact that they had already received a grant from the Council in the 2018/19 financial year. The need to encourage HALFF to apply to the Council in the next round of grant funding in July 2019 in the new financial year
- The fact that funding had also been given to the Seaton Library Youth Club in the last round of applications
- The recommendation from the Communities Committee that a sum of £300 be awarded to the Grizzly Committee to purchase some new flutter flags

The Council **RESOLVED** to approve grants for the following amounts:

- Seaton and District Twinning Association - £500
- Seaton Primary School PTA - £600
- Seaton and District Gardening Club - £240
- Seaton Parkrun - £850
- Seaton Grizzly - £300

This totals to £2,490

(moved Cllr Sanham; seconded Cllr Chadwick)

The Council **RESOLVED** that no grant is awarded to HALFF as they have already received a grant in 2018/19 but that they are encouraged to reapply in July 2019

(moved Cllr Squire; seconded Cllr Rowland)

165. Seaton Community Swimming Pool

Cllr Beer proposed, and the Council agreed that Standing Orders be suspended for this item of business to allow Mr Gilpin of Leisure East Devon (LED) to provide the Council with an update and to address the Council.

Mr Gilpin outlined the key points from the report which LED had circulated earlier that day, and confirmed that:

- LED expenditure costs were increasing due to the increase in staffing costs through increases to the national minimum/living wage
- Having looked at the bigger ticket operating costs of LED, the need to look at marginal costs
- The pool has been run for the last 6 years and it makes an operating loss of approximately £10 - £12k per year
- East Devon District Council (EDDC) pay LED a fixed fee of £900k per annum for five years (2016-2021) and that this amount is not broken down by LED site. The next review of the fixed fee with EDDC will take place in 2020
- In terms of funding the loss of Seaton Community Swimming Pool, EDDC have contributed £5k and LED have covered the rest of the loss
- Seaton Primary School own the pool and are responsible for maintaining it
- Without funding the likely position is that LED will not be able to continue to operate Seaton Swimming Pool
- The need for LED to know the Council's position on whether it will contribute £5k by early February 2019
- Whether the school would be in a position for the pool to be opened for Easter.

Discussion took place around:

- The Council not being impressed with the level of publicity done by LED to promote the swimming pool and there being a lack of information available on their website. Councillors did not expect LED to spend a lot on marketing but felt more could be done on social media and on the LED website
- Do LED feel they are doing enough to promote the pool. Mr Gilpin confirmed that LED do local marketing through social media and that in 2018 they canvassed the local caravan and camping sites
- Whether the contribution from EDDC remained constant. Mr Gilpin confirmed that EDDC have paid £5k to cover the losses since 2014
- Have EDDC been asked for a greater contribution
- What % of LED funding is allocated to other swimming pools? Mr Gilpin confirmed that Sidmouth pool was the best comparison as it was a community pool and £50k is allocated to the pool
- Whether Sidmouth Town Council make a contribution. Mr Gilpin confirmed that they don't as the pool is owned by EDDC and therefore it is included in the contract
- Whether it was appropriate for EDDC to expect the same level of service with a flat funding fee despite rising costs

The Council **RESOLVED** that urgent meetings are held with East Devon District Council and Seaton Primary School to discuss this matter further before the Town Council makes a decision.

(move Cllr Sanham; seconded Cllr Ledger)

At the end of this item of business the Chairman confirmed that the Council was going back into Standing Orders.

166. County Councillor Report

The Council considered Cllr Shaw's County Councillor Report, and discussion took place around:

- Cllr Sanham confirmed that she had written to Cllr Shaw with a list of roads that need attention prior to the next Cyclefest, and that Beach Road had now been added to the list

The Council **NOTED** the County Councillor Report
(moved Cllr Beer)

167. Reports from Representatives on Outside Bodies

The Council considered the report from the Seaton Area Health Matters Group and discussion took place around:

- Cllr Rowland gave an update that the recently announced NHS 10-year plan has health and wellbeing high on its agenda and that this was positive news for the idea of a health and wellbeing hub at Seaton Hospital. Version two of the Seaton Area Health Matters business plan has been circulated to the group and this will be finalised by the end of the month.

The Council **NOTED** the report
(moved Cllr Beer)

Cllr Beer provided Council with an update that the Devon Association of Local Councils was under resourced at the current time due to the departure of the County Secretary.

168. Town Clerk Report

The Council considered the Town Clerk's Report and discussion took place around:

- The lack of reports from East Devon District Councillors with Councillors wanting answers to matters raised in previous meetings. The need for District Councillors to attend meetings or provide a report
- A question for the District Councillors as to whether the Public Health Strategic Plan had been approved by East Devon District Council and whether it was being consulted on
- The Council suggested that the Town Clerk respond to the member of the public's query suggesting that he use Elizabeth Road playing fields or approach Seaton Primary School for the children's football team
- S106 for football pitches. Cllr Burrows updated the Council that a meeting with the Football Club and East Devon District Council was being arranged so that discussions could take place regarding the S106 monies being used to on upgrading the Football Club's facilities
- Information on the new Future High Street Fund be added to the next Council agenda
- Councillors enquired as to whether the detailed feedback from Historic England had been received in respect of the Searchlight Emplacement and requested that the Town Clerk forward this information to them
- A paper on the resolution re plastics agreed at the last meeting to be brought forward to the February meeting

The Council **NOTED** the Town Clerks Report
(moved Cllr Beer)

169. Committee meeting minutes

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

- Communities and Open Spaces Committee 22nd October 2018
- Personnel Committee 25th October 2018
- Planning Committee 19th November 2018
- Finance & General Purposes Committee 19th November 2018
- Personnel Committee 29th November 2018
- Planning Committee 3rd December 2018

(moved by Cllr Rowland; seconded Cllr Ledger)

170. Motions

Motion (a): Cllr Squire – I propose that Seaton Town Council write to the Hospiscare at Home Team offering our heartfelt thanks for the work they do for the people of Seaton and the local area, that we promote their work both now and throughout the year via our social media channels, and that we offer them a £1,000 donation in recognition of their achievements

Cllr Burrows declared a Personal Interest in that his wife helped set the Hospiscare at home team up

Discussion took place around:

- What an incredible job the Hospiscare at Home team do in Seaton
- Which budget the £1,000 would be taken from – to be discussed at the next meeting of the Finance and General Purposes Committee

The Council **RESOLVED** to agree the motion
(moved Cllr Squire; seconded Cllr Ledger)

Cllr Shaw left the meeting at 8.45pm

Motion (b): Cllr Ledger - To set up a working party to look into the social media policy and to work out a better practice moving forward

Discussion took place around:

- The need to review the policy in light of recent events as the current policy was obviously not working
- The difference between a Councillor using social media in their role as Councillor as opposed to their role as an individual

The Council **RESOLVED** to agree the motion
(moved Cllr Ledger; seconded Cllr Squire)

It was agreed that the membership of the working party would be Cllrs Ledger and Squire

Motion (c): Cllr Ledger - To start audio/video recording of council meetings. E.g. Facebook live so that there is transparency and accountability of councillors for the public

Discussion took place around:

- The need to find out what other Town Councils do
- Further information being needed about the equipment and how it operates

The motion was moved by Cllr Ledger and seconded by Cllr Rowland

Cllr Sanham proposed an amendment to the motion which was The Council investigate the cost of equipment, how it operates and what other Town Councils do and that a report is brought back to Council for consideration

Cllr's Ledger and Rowland agreed the amendment so:

The Council **RESOLVED** that the Council investigate the cost of equipment, how it operates and what other Town Councils do and that a report is brought back to Council for consideration

(moved Cllr Ledger; seconded Cllr Rowland)

171. Tourist Information Centre

Cllr Rowland asked the Chairman if Standing Orders could be suspended for Richard Drysdale from Seaton Jurassic to give Councillors an update as a report was being considered in Part 2 as a confidential item

Cllr Beer proposed, and the Council agreed that Standing Orders be suspended for this item of business to allow Mr Drysdale from Seaton Jurassic to provide the Council with an update and to address the Council.

Mr Drysdale confirmed that he is the new Manager of Seaton Jurassic and also introduced Rachel Harrison who is the Visitor Experience Officer. Mr Drysdale confirmed that he had met with the Town Clerk and Cllrs Rowland and Burrows to discuss the current situation and the way forward in terms of the Tourist Information Centre (TIC). Mr Drysdale confirmed that he had previously run an award-winning visitor experience and that Seaton Jurassic are completely dedicated to taking the TIC forward. This included working closely with other partners in Seaton and along the Jurassic Coast. Other proposed changes are:

- Opening 7 days a week from Easter to mid-October
- Having a TV screen in the window that would include TIC information
- Meeting with East Devon District Council to discuss improving the signage from car parks
- Changes to the layout and utilising an entire wall in the café area
- Looking to change the lighting so that the centre looks open
- Looking to change the layout in the reception area

At the end of this item of business the Chairman confirmed that the Council was going back into Standing Orders.

172. Communities Together Fund

Discussion took place around:

- Cllr Squire not having received a response from Sidmouth Town Council regarding the Hoppa Bus proposal and not being able to continue with this
- Making an application to the fund for two walkers' leaflets – the South West Coast leaflet and Undercliffs. Cllr Sanham confirmed that a similar leaflet cost £750 to design and £580 for printing 10,000 leaflets. Cllr Sanham would obtain up to date quotes for the two leaflets
- The need to work with Axmouth Parish Council and the Seaton Visitor Centre Trust on leaflets
- Whether another Council had been found in order to submit an application for the Majorettes project

The Council **RESOLVED** that an application be made to the Communities Together Fund for £2,400 (£1,200 each) for two leaflets for the South West Coast and Undercliffs

(moved Cllr Sanham; seconded Cllr Squire)

The Council **RESOLVED** that an application be made to the Communities Together Fund for the Majorettes, subject to another Council agreeing to be the joint applicant (moved Cllr Burrows; seconded Cllr Chadwick)

173. Jurassic Coast Book

The Council **RESOLVED** that a contribution of £375 be given to the Jurassic Coast Trust for the reprinting of the Jurassic Coast Book

(moved Cllr Rowland; seconded Cllr Sanham)

Cllr Burrows left the meeting at 9.35pm

174. Budget 2019/20

The Town Clerk confirmed that a Special meeting of the Finance and General Purposes Committee would be taking place on Monday 14th January to consider the final draft of the budget and that this was Councillors opportunity to comment and feed in if they felt that there were items missing from the budget

There were no proposals put forward

The Council **NOTED** the budget as it currently stands

(moved Cllr Beer)

175. Planning Committee Terms of Reference

The Council **RESOLVED** that the Planning Committee Terms of Reference are amended so that the quorum for the Committee is 3 Councillors rather than 5 Councillors

(moved Cllr Rowland; seconded Cllr Read)

176. Write Off

The Council **RESOLVED** to approve the write off recommended by the Finance and General Purposes Committee for the amount of £5.10.

(moved Cllr Ledger; seconded Cllr Rowland)

177. Sickness Policy

Discussion took place around:

- Whether a trigger point needs to be added so that consideration can be given as to whether the Council can sustain employment if a member of staff is off for longer than six months

The Council **RESOLVED** to approve the Sickness Policy, subject to the following wording being added to the Policy in the sections on Monitoring the Policy and Monitoring Absence – ‘in the eventuality of a period of 6 month continuous sickness this goes forward to the Personnel Committee for a review
(moved Cllr Rowland; seconded Cllr Read)

178. Confidential Items

The Chairman moved, and the Council agreed to move into confidential session

179. Tourist Information

The Council **RESOLVED** that the current agreement with Seaton Jurassic is extended on the same terms and conditions for a period of 8 months from 1st March to 31st October 2019. A future working party be set up in May to consider options by the end of June 2019 for the future provision of a TIC service
(proposed Cllr Ledger, seconded Cllr Read).

180. Seafront Enhancement Scheme

The Council **RESOLVED** to agree the recommendations put forward by the Seafront Enhancement Scheme Working Group.
(moved Cllr Beer)

Meeting closed at 22.15

Chairman: _____

Dated: _____