



Minutes of the Council Meeting of Seaton Town Council on Monday 5th June 2017

Present

In the chair: Cllr Jack Rowland

Councillors: K Beer, P Burrows, C Chadwick, M Hartnell, M Pigott, K Rye, H Sanham, R Webster

Officers: Town Clerk

17/COU/26 Apologies for absence

Apologies for absence were received, and the reasons agreed, from Cllr D Squire and Cllr M Shaw.

17/COU/27 Declarations of Interest

Cllrs Hartnell and Burrows declared personal interests as East Devon District Council (EDDC) Councillors.

17/COU/28 To agree the minutes of the Annual General Meeting held on Monday 8th May 2017

The minutes of the meeting held on the 8th May 2017 were agreed subject to the following minor amendments:

Minute 17/AGM/03 – Appointment of the Deputy Chairman, Cllr M Pigott was moved by Cllr Squire

Minute 17/AGM/12 – Appointments to outside bodies, the minutes should read Cllr Shaw as the beach management plan stakeholder group rather than Cllr Hartnell

Cllr Sanham confirmed that following the AGM she was not aware that the Natural Seaton Partnership no longer exists but that she is a member of the Natural Seaton Project Steering Group instead and that the list of outside bodies be amended to reflect this change.

17/COU/29 Chairman's Report

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

17/COU/30 Public Question Time

Mr Eric Bowman raised the issue of graffiti in a number of places in Seaton including the top of Marsh Road and the childrens playground. He felt it is offensive to residents of, and visitors to, Seaton.

Mr Bowman asked:
What is the Council going to do about it?
What can we do to stop it?

Councillor Rowland responded to Mr Bowman's concerns confirming that any reports of graffiti are reported to the Police as soon as possible and that the Police are following up leads. The matters are also reported to EDDC Street Scene for the areas affected under their ownership or are dealt with by Seaton Town Council maintenance team for our areas.

Mr Bowman then asked is the Cycle Fest still going ahead in light of the events in London and Manchester.

Councillor Rowland confirmed that 'Yes the Cycle Fest is still going ahead'

17/COU/31 Police Report

The Council **NOTED** the report from the Police and asked the Town Clerk to invite the Police to the next meeting

17/COU/32 County Councillor Report

The Council **NOTED** the County Councillors Report.

The Council asked the Town Clerk to give feedback to the County Councillor that they welcomed the level of detail and relevant information in the report.

17/COU/33 District Councillors' Reports

The Council **NOTED** the District Councillor's Reports from Cllr Hartnell and Cllr Burrows

17/COU/34 Reports from Council representatives on Outside Bodies

There were no reports from Councillors on outside bodies

17/COU/35 Town Clerk Report

The Council **NOTED** the Town Clerk's Report

17/COU/36 Annual Governance Statement 2016/2017

The Town Clerk explained that there were two areas, where in her opinion, the Council had to answer 'no' for the Annual Governance Statement. The first was completion of risk assessments.

The Town Clerk explained that action was now being taken to address this area. The Finance and General Purposes (F&GP) Committee agreed that the Council purchase a piece of software to generate risk assessments and that these would go before the F&GP Committee on a regular basis so that the Council could say 'yes' to this criteria next year.

The second area related to the Council taking appropriate action on all matters raised by internal and external audit. The internal auditor had advised the Council that they needed to correctly approve the precept for the 2016/17

financial year as it was approved by the F&GP Committee and not by Full Council as per legislation. The Council approved the precept for 2017/18 so this will not be an issue next year.

The Town Clerk confirmed that the internal auditor was also in agreement with the content of the Annual Governance Statement and had signed off their section of the Annual Return paperwork accordingly.

The Council **RESOLVED** to approve the Annual Governance Statement for 2016/17.

(moved Cllr Sanham; seconded Cllr Hartnell)

The Chairman and Town Clerk then duly signed the Annual Governance Statement.

The Council thanked the Town Clerk for dealing with the Annual Return so efficiently.

17/COU/37 Account Statement 2016/2017

The Town Clerk presented that Council with the Accounting Statements for 2016/17, explaining that the internal auditor was in agreement with the figures listed.

The Council **RESOLVED** to approve the Accounting Statements for 2016/17.

(moved Cllr Sanham; seconded Cllr Pigott)

The Chairman and the Town Clerk (as the Responsible Financial Officer) then duly signed the Accounting Statements

17/COU/38 Seaton Town Council's Policy on Advertising

The Council considered the draft Policy on advertising.

The Council **RESOLVED** to remove the wording 'and alcohol products' from paragraph 4.10 of the Policy.

(moved Cllr Pigott; seconded Cllr Hartnell)

The Council **RESOLVED** to remove sections 4.12 and 4.13 from the Policy

(moved Cllr Sanham; seconded Cllr Hartnell)

The Council **RESOLVED** that the policy be amended to reflect that preference be given to local businesses with those businesses in Seaton being a priority

(moved Cllr Sanham; Seconded Cllr Pigott)

Cllr Hartnell declared a Personal Interest as a local businessman

The Council **RESOLVED** to approve the Policy on Advertising subject to the previously agreed changes being made

(moved Cllr Beer; seconded Cllr Rye)

17/COU/39 Quarterly Report on Dog Warden Activity.

The Council **NOTED** the report on the activity of the Dog Warden and agreed that they would like the report on a quarterly basis.

The Council asked the Town Clerk to pass on their thanks to the Dog Warden for all of her hard work

17/COU/40 Making Seaton Dementia Friendly.

Councillor Pigott updated the Council on the work that Cllr Squire and he had been doing in respect of making Seaton dementia friendly, including:
Holding two information sessions at Tesco during national Dementia week;
Information has been given to the Police and other groups;
Yvonne Addington had resigned from being a dementia friend so currently recruiting more volunteers; and
On Tuesday 20th June the Council is holding a coffee and cupcake morning for the Alzheimers Society.

The Council **NOTED** the verbal report

The Council thanked Cllrs Squire and Pigott for their continuing work to make Seaton a dementia friendly town.

17/COU/41 Room hire application

The Council **RESOLVED** to give the Probus Club two free sessions during the function room hire period of October 2017 to April 2018

(moved Cllr Hartnell; Seconded Cllr Beer)

17/COU/42 MOTIONS FOR DEBATE.

- a) **Cllr. P Burrows:** *That this Council inform Devon County Council (DCC) that the Cycleway measures introduced at the Harbour Road/Underfleet Roundabout need to be reviewed as they are dangerous and likely to cause an accident in the future.*

(moved Cllr Burrows; seconded Cllr Pigott)

The Council **RESOLVED** to write to Devon County Council to outline their concerns regarding the health and safety of both pedestrians and cyclists using the Cycleway.

Cllr Sanham also reminded the Council that it still had not received a response from the former DCC Councillor on the costs of installation of the Cycle path. Therefore, it was **RESOLVED** that the Town Clerk raise a Freedom of Information request with Devon County Council to obtain this information.

(moved Cllr Sanham; seconded Cllr Rowland)

b) **Cllr. P. Burrows:** *That this Council is concerned about the vitality of the Town Centre considering the number of empty shops. The Council is willing to work with organisations/groups to find a way to encourage usage of our Town Centre.*

(moved Cllr Burrows; seconded Cllr Beer)

Following a debate, the Council **RESOLVED** that the Town Clerk write a report to come back to the next Council meeting on options/ recommendations.

17/COU/43 Update on Actions arising from previous meetings.

The Council went through the list of outstanding actions and **NOTED** the contents of the report.

17/COU/44 CONFIDENTIAL ITEMS

The Chairman moved 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 20 on this agenda there is likely to be a disclosure of confidential items.

The Council **RESOLVED** to go into confidential session

17/COU/45 To consider Seaton Town Council Staffing Structure from 1st June 2017

The Council **RESOLVED** to agree the appointments as set out in the recommendations from the Personnel Committee.

Meeting ended 21.05

Chairman _____

Dated _____