



To: All Members of the Town Council

**Meeting of Seaton Town Council
on Monday 3rd September 2018 at 7.30pm**

28th August 2018

You are hereby summoned to attend the above meeting to be held on Monday 3rd September 2018 at Marshlands, Harbour Road, Seaton at 7.30pm or immediately following the meeting of the Planning Committee, whichever is the earliest at Marshlands, Harbour Road, Seaton. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

Amy Tregellas

Town Clerk

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

AGENDA

The Chairman will say a prayer at the start of the meeting

- 18/COU/01 Apologies for absence**
To receive any apologies for absence
- 18/COU/02 Declarations of Interest**
To receive any Members' declarations of interest in respect of items on the agenda
- 18/COU/03 Minutes**
To agree the minutes of the Council Meeting held on Monday 6th August 2018

18/COU/04 Chairman's Report

18/COU/05 Public Question Time

To allow any questions or reports from members of the public.

18/COU/06 Richard Drysdale

Mr Drysdale to introduce himself to the Council as the new Manager of the Seaton Jurassic Centre. Mr Drysdale will outline his initial thoughts and aspirations for the centre

18/COU/07 County Councillor Report

18/COU/08 District Councillor Reports

18/COU/09 Reports from Council representatives on Outside Bodies

18/COU/10 Town Clerk Report including update on actions arising

18/COU/11 Committee meeting minutes

To receive, and to adopt the decisions therein, the meetings of the following Committee meetings:

- Finance & General Purposes Committee 16th July 2018
- Planning Committee 30th July 2018

18/COU/12 Motions

1. Cllr Chadwick – Seaton Town Council request an update from Devon County Council regarding the motion resolved by Council on 4th September 2017 'The Council supports requesting a 20mph restriction along the Underfleet, particularly near the dropped kerb opposite the playpark and also the possibility of citing a pedestrian crossing here' and whether a traffic survey has been carried out

18/COU/13 Partnership Arrangement

To consider the signing of a Memorandum of Understanding between STC (landlord) and The Gateway Theatre Company (tenant) which outlines a collaborative working relationship and enables the first stage of an application for funding to be made by The Gateway (the Memorandum being a pre-requisite to the application process).

18/COU/14 East Devon AONB Draft Plan 2019-2024

To consider the consultation on the draft East Devon Area of Outstanding Natural Beauty which can be found at

www.eastdevonaonb.org.uk/looking-after/aonb-management-plan

18/COU/15 East Devon District Council's Gambling Policy Consultation 2019-2022

To consider the consultation on the draft EDDC Gambling Policy, which can be found at www.eastdevon.gov.uk/licensing/licensing-consultations/gambling-act-2005-licensing-policy-consultation

18/COU/16 Confidential Items

The Chairman will move 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 16 on this agenda as there is likely to be disclosure of information as matters are being discussed which is commercially sensitive

18/COU/16 Marshlands Working Group

To consider the confidential report from the Marshlands Working Group



Minutes of the Seaton Town Council Meeting On Monday 6th August 2018

Present

In the chair: Cllr P Burrows

Councillors: K Beer, M Hartnell, D Ledger, S Read, J Rowland, H Sanham, M Shaw and D Squire

Officers: Town Clerk

Public: 2 members of the public

81. Declaration of Acceptance of Office

Cllr Daniel Ledger made and signed the declaration of acceptance of office

82. Apologies for absence

The Council received and accepted apologies from Cllrs Rye and Webster
Cllr Chadwick was absent

83. Declarations of Interest

Cllr Shaw declared a personal interest as a Councillors with Devon County Council (DCC)

Cllr Hartnell declared a personal interest as a Councillor with East Devon District Council (EDDC)

Cllr Burrows declared a personal interest as a Councillor with East Devon District Council (EDDC)

Cllr Rowland declared a personal interest as a member of the Seaton Down Hill community speed watch Team

84. Minutes

The Council **RESOLVED** to approve the minutes of Council meeting on 4th June 2018 subject to the minor amendment of:

- Minute 64, amending the paragraph where Cllr Hartnell responded to comments made by Mr Booth to read as confirming that East Devon District Council are *seeking to meet* with the developer
(moved Cllr Rowland; seconded Cllr Read)

85. Chairman's Report

Discussion took place around:

- Which new shop is opening – Cllr Burrows confirmed that it was a new shop in Cross Street/Queen Street and that he would update Councillors as soon as he knew more details
- The events that Cllr Burrows had been asked to attend were the Memory Café's 4th birthday, Seaton and District Arts Society Annual Exhibition, the Commodores

lunch at the Yacht Club, the official opening of Seaton Tramway and the East Devon District Council Garden Party
The Council **NOTED** the Chairman's Report

86. Public Question Time

Members of the public present, chose to speak in Public Question Time as follows:

Mr Steve Wainwright said that 'back in December I attended the meeting and spoke on the Pedestrian Crossing in Harbour Road. Now that the Premier Inn is open and footfall in the town has been good due to the weather this has exacerbated the problem. I still strongly feel that a pedestrian crossing is needed as elderly people don't want to go to Tesco as they don't want to cross the road. I will get in touch with Tesco regarding the crossing and ask them to write a letter of support. I then plan to write to Devon County Council asking them why the crossing has not been done. I would also like the Town Council to push this with Highways. I am also going to write to Premier Inn regarding the bridge outside their entrance as I feel it is dangerous if a child plays on it and falls they could be straight out on the road. I feel it needs a barrier at the end of the walk way'.

Mr Niall Donnan of Baytree House spoke, saying 'I have had about 20 guests complain about the seagull mess in Seaton. It looks terrible. For the sake of the town is there anything that can be done to stop this?'

Mr Wainwright added to the comments made by Mr Donnan saying 'the sorting office building is awful. It is a question of having pride in the town. Can businesses be encouraged to keep their buildings clean?'

Cllr Burrows thanked them for their comments and suggested that the item of Seagulls be added to the next Communities & Open Space Committee for discussion

Cllr Shaw confirmed that he had raised the matter of the crossing on Harbour Road with Devon County Highways and they had confirmed that it was not in the budget for 2018/19.

87. Police Report

The Council considered the Police Report covering 1st to 29th July 2018.
The Council **NOTED** the Police report

88. County Councillor Report

The Council considered Cllr Shaw's report.

The Council asked Cllr Shaw to look into the issues regarding the road collapsing outside the florists shop in Queen Street. Cllr Hartnell to email Cllr Shaw with the details.

The Council **NOTED** the County Councillor's Report

89. District Councillors Reports

The Council considered Cllr Hartnell's Report
Discussion took place around:

- When the meeting with Mr Mooney would take place – Cllr Hartnell believed that it would be in August
- The situation regarding Section 106 monies and when a definitive answer might be expected from EDDC
- Feedback re the polling station location and then need to ensure that a polling station in Seaton is identified for the residents of Seaton but who fall into the new Beer and Branscombe District Ward
- Cllr Hartnell updated the Council on his recent walkabout with Andrew Hancock from EDDC. There is no budget for repairs to the Jubilee Clock and EDDC are going back to their Estates department to see if there is a way of doing this. Dog signage on the seafront was discussed and Mr Hancock agreed that it was ambiguous and has confirmed that his colleague Andrew Ennis will be asked to look at it. The next step is to hear from Andrew Ennis as the beach signage will be replaced this year.
- Cllr Hartnell agreed that the Sorting Office building is in a state of disrepair and suggested that the Council write to the Royal Mail about it. Cllr Hartnell to forward the email address to the Town Clerk
(Cllr Hartnell's Report was noted)

The Council considered Cllr Burrow's Report

Discussion took place around:

- The amount of vehicles coming down Fore Street and whether they should have a permit
- Issues with parking on the verges at the end of Harepath Road and it being good to raise the issues with Baker Estates
- Weeds around the town centre plus the approach to the town. Devon County Council only do it if it is a visibility splay. Can we do a big clean in the town centre? Cllr Rowland commented that local volunteers weeded the town centre in the run up to the South West in Bloom judging. Cllr Burrows thanked volunteers for doing this

(Cllr Burrow's Report was noted)

90. Reports from Representatives on Outside Bodies

The Council considered the reports from:

Cllr Beer – Devon Association of Local Councils

Cllr Rowland – Seaton Area Health Matters

Cllr Beer – Axe Valley Local Action Group

Discussion took place around the following in respect of the Seaton Area Health Matters report:

- Cllr Rowland had asked Cllr Ledger to set up a website, which was near to going live
- Also setting up a Facebook page
- Meetings have been very productive and have focused on what would be needed at a health hub and a plan plus robust figures are being drawn up.
- Cllr Rowland confirmed that they have been approached by Ottery St Mary to find out what they are doing
- Cllr Sanham suggested that Cllr Rowland get in touch with D Morgan regarding the transport information for the plan

- Cllr Shaw added that the Royal Devon & Exeter hospital will be looking to have discussions in local communities around future services in the next 6 weeks

91. Town Clerk Report

Discussion took place around:

- Devon Air Ambulance and that once a site meeting had taken place at the start of September it was anticipated that the Night Time Landing Strip be installed at the end of September

The Council **NOTED** the Town Clerks Report

92. Committee meeting minutes

Discussion took place around:

- Minutes only coming forward to Council once the Committee have approved them
- There being no need to print copies of the minutes with the agenda – link to them on the website

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

- Communities & Open Spaces Committee 25th June 2018
- Planning Committee 2nd July 2018
- Planning Committee 16th July 2018

(moved by Cllr Burrows)

93. Councillor Membership

The Council **RESOLVED** that Cllr Ledger be on the Planning Committee, Finance & General Purposes Committee and Communities & Open Spaces Committee

(moved Cllr Burrows)

The Council **RESOLVED** that Cllr Beer become the Council's representative for the Axe Valley Ring & Ride Group

(moved Cllr Burrows)

The Council **RESOLVED** that Cllr Read be an additional member on the Regeneration Board

94. Motions

Motion 1

A. The Council **RESOLVED** that the response from Sgt Squires regarding resourcing was not sufficient and that a request be made to the Chief Constable asking for other Devon and Cornwall Police resources to be allocated to speed enforcement sessions along Seaton Down Hill road where it has been identified that persistent speeding is a problem.

(Moved Cllr Rowland; seconded Cllr Beer)

B. The Council **RESOLVED** that Seaton Town Council write to Devon County Council and ask for the changing of the speed limit to 40mph on Seaton Down Hill and the stretch of the A3052 in the approach to the Seaton junction be on the Highways and Traffic Orders Committee (HATOC) agenda for the November meeting

(moved Cllr Rowland; seconded Cllr Burrows)

C. Cllr Rowland said that he felt that there had already been productive meetings with senior Police Officers, Cllr Stuart Hughes and Neil Parish MP and that progress was being made. In light of this Cllr Rowland didn't feel that there was much point having a public meeting. Therefore Cllr Rowland withdrew part C of the motion

Motion 2

Cllr Chadwick was not present at the meeting so this was carried forward to the September meeting.

Motion 3

Discussion took place around:

- The work that EDDC is doing to pull together their registers of the assets under their ownership in the District as this information is currently on a number of different systems
- The need to look at why the Town Council wants to have Windsor Gardens transferred to it – why do we want the asset?
- The need to look at all of the assets for Seaton in its entirety i.e. through a strategic review and not piecemeal
- Windsor Gardens being on hold until the outcome of the Beer pilot is known
- Communities Committee to consider ideas to be brought forward for Windsor Gardens
- A better course of action being to put pressure on EDDC to improve the assets under their ownership

Cllr Burrows withdrew his motion

The Council **RESOLVED** that the Communities Committee consider ideas to be brought forward for Windsor Gardens and the flower bed by the ice cream kiosk, and that the Council holds fire on the transfer of assets pending the outcome of the Beer pilot so that all of the towns assets can be considered at the same time
(moved Cllr Hartnell; seconded Cllr Sanham)

Motion 4

The Council **RESOLVED** that Seaton Town Council urge Devon County Council to relocate a pedestrian crossing to the east of the junction of Harbour Road and Royal Observer Way before there is an accident due to the increasing footfall
(moved Cllr Burrows; seconded Cllr Beer)

The Council **RESOLVED** that Seaton Town Council write to Premier Inn to ask them to install a barrier at the end of the bridge
(moved Cllr Burrows; seconded Cllr Beer)

95. Tourist Information Centre (TIC)

Cllr Rowland introduced the report of the TIC Working Group. Discussion took place around:

- The next stage should be working up 2 or 3 options for the Council to consider
- The need to review the visit Great Britain report plus case studies with examples of TICs
- The need to look at the journey that a tourist takes before they arrive in the local area

- The need for the Working Group to look at costings, locations, etc and to put the meat on the bones
- The need for the Town Clerk to write to Devon Wildlife Services to keep them informed as to the process that the Council is going through

The Council **RESOLVED** that the Working Group looks at options 2, 3 & 4 and drops 1 & 5 and brings a report back to Council as soon as practicable
(moved Cllr Sanham; seconded Cllr Shaw)

96. Facebook

Cllr Squire introduced the report of the TIC Working Group. Discussion took place around:

- The need to be more proactive with social media including posting details of meetings, grants, highways road closures, etc
- The proposal of having two Councillors posting factual information on Facebook to respond to any comments where a response from the Council is required
- The need for the two Councillors to reflect the agreed policies of the Council
- The two Councillors to liaise before a comment is made
- The need to let Councillors not present at the meeting know that this will now be Council policy

The Council **RESOLVED** that the recommendations from the Working Group are adopted on a three month trial and that a report then comes back to Council to see how it has worked and that Cllrs Burrows and Hartnell are the two Councillors posting factual information on Facebook, when appropriate
(moved Cllr Hartnell; seconded Cllr Beer)

97. 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 18 on this agenda as there is likely to be a disclosure of commercially sensitive information

98. Seafront Enhancement Scheme

The Council **RESOLVED** that proposed that:

1. The Council explore breaking the Seafront Enhancement Scheme down into more phases
2. The Council spend £2,500 getting an up to date set of costs for the project
3. Borrowing from the Public Works Loans Board (PWLB) is considered in more detail and calculations done to see how much this would add to the average Band D Council Tax bill
4. Continue to press East Devon District Council to arrive at a solution regarding the Moridunum that would dovetail with Phase 2 at no cost to Seaton Town Council
5. Follow up Neil Parish MP if necessary this month to the request made to him
6. Consider in the budget planning exercise for 2019/20 whether to include a budget allowance to make an application for a PWLB Loan

(moved Cllr Hartnell; seconded by Cllr Squire)

The Council **RESOLVED** that Marshlands is not included as part of the remit of the Seafront Enhancement Scheme Working Group and that a separate Working Group is set up to consider the future of Marshlands including reviewing the full facts, figures, etc and that a report is brought back to Council in October
(moved Cllr Hartnell; seconded Cllr Ledger)

Cllr Hartnell requested a recorded vote

For: Cllrs Ledger, Burrows, Hartnell & Squire
Against: Cllrs Shaw, Rowland, Beer & Sanham
Abstention: Cllr Read

The Chairman's casting vote meant that the motion was passed

The Council **RESOLVED** that the members of the Marshlands Working Group are Cllrs Hartnell, Ledger and Read
(moved Cllr Shaw; seconded Cllr Hartnell)

The meeting ended at 22.07

Chairman: _____

Dated: _____

**Council
Chairman's Report**

On the 6th of August I attended the 4th Birthday of the Seaton Memory café celebration at the Methodist church.

This was well attended, and I had the opportunity to thank all the volunteers for all their hard work. Later that week I was a guest of the Seaton & District Arts Society at the prize giving evening. Another enjoyable evening, seeing all the local talent available in the area. I came away with a purchase and it is nice to see more artists being displayed in the Town.

On the 11th I attended the official opening of the Seaton Tramway station along with 3 other councillors. It was nice to hear some of the history and we will await their future plans with anticipation.

On the 14th I attended the Commodores lunch at the Axe Yacht club to hear the annual update and report. We also had a tour of the site with the emphasis on the cadet week taking place.

On the 18th I attended the last District Council garden party at the Knowle it was put on to promote Cultural champions locally, unfortunately ours was unable to attend. It was a very pleasant afternoon, a good occasion to promote Seaton.

I will be attending the Crowning of the Seaton Royal party, along with our MP on Sunday the 26th at the Town Hall. Refreshments at 6.15pm all very welcome.

Future events include Merchant Navy day on the 3rd of September in Windsor Gardens. At the Guildhall Exeter an LPA award ceremony is taking place on the 5th to celebrate Devon & Cornwall police. On the 8th I will be presenting the Summer reading challenge awards at the Library 12.00 noon.

On Monday 20th I went to the Rowan Park development to complain about the parking by the Drovers Way/Harepath Road junction and spoke to the site manager as the Chairman of the Council. He responded by saying that he will speak to the contractors on the site to alleviate the problem. I have been passed the junction every day and I have to say they are not parking up to the junction, giving residents a better site line. Let us hope it stays that way.

Finally I hope everyone enjoys the Carnival and goes to one or more events the Committee are putting on.

**Council
County Councillor's Report**

Seaton Area Health Matters

On 2nd August, I attended a meeting of the working group on the health needs of the area and the type of hub which is needed. We have now learnt that the RD&E are ready to talk to us about provision of services in the Seaton area and I expect a meeting to take place in mid- or late September.

A35 speed management and Wilmington

On 9th August I met with representatives of the SW region of Highways England in Exeter. They recognise the A35 as one of the worst roads, if not the worst, in the SW from a safety point of view, and have identified the 13-mile section from Honiton to Charmouth roundabout as most in need of measures to manage speed and reduce accidents.

The regional team's aim is to do a 'route treatment' of this whole section with a system of about 20 average speed cameras (ASCs). They have obtained approval within HE nationally and funds to commission a detailed study which will compare the ASC option with a conventional engineering-only option. This will be completed by the spring when a decision will be taken on which option will go forward. If approved and funded the ASC scheme will be designed in 2019-20 and implemented in 2020-21.

Both options will include elements in Wilmington like crossings and altered markings, as per the previous proposals. Their view is still that a crossing at the western end will not meet standards, however in some circumstances it is possible to do proposals which depart from standards, and they will consult DCC highways on this possibility. I told Highways England that a scheme that didn't include this would not be acceptable for people in Wilmington.

In the meanwhile, it is hoped to organise speed enforcement using a mobile camera from the area outside Wilmington village hall, together with joint operations by police with the Speedwatch team.

Proposed parking restriction at Western Place, Colyton

Following renewed representations from the Parish Council for double yellow lines, I have asked for a meeting with the headmistress of the Primary School to discuss how parents' dropping off children could be managed if this proposal went ahead.

Proposed new zebra crossing in Harbour Road, Seaton

Following pressure from residents, the Town Council and myself, Highways have accepted that there may be a need to reinstate a zebra crossing east of Royal Observer Way, and will be discussing this with EDDC which as planning authority was responsible for allowing the previous crossing (which had to be removed as it was incorrectly sited) to be installed.

Speed Limits task group

I am a member of this group at the County Council, which is looking primarily at the possibilities of implementing 20 mph limits in some village and town settings.

Planned and Reactive Maintenance task group

I am also a member of this group. The most interesting news so far is that Highways are considering modifying their approach to potholes to allow the contractors to address holes which don't meet their strict criteria for 'safety defects'. However, for cost reasons, this will be rolled out first of all for A and higher-category B roads. I have made the point that it is most needed for unclassified rural roads.

Petition against the Government's proposal to allow exploration for fracking under 'permitted development' rules

I have signed a national petition by councillors against this proposal. Many people, including in our area, feel strongly that fracking should not be allowed, and I believe that local planning authorities should keep the power to examine proposals for exploration, on behalf of their communities.

Local preparations for the risks of Brexit

I have put down a question at the County Council's Cabinet on what preparations the Council has made for the risks of a 'no deal' Brexit. Meanwhile, a study by the Heart of the South West Local Economic Partnership, which covers Devon and Somerset, has been circulated to councillors on the scrutiny committee on which I sit. It finds that the majority of local firms which export to the EU have made no formal preparations for Brexit at all. Just 1 business out of 29 who responded to the survey thought it would have a 'positive' impact for their firm.

Appeal Court to hear case over proposed 'Accountable Care Organisation' contract

The Accountable Care Organisation Contract (now rebranded by NHS England as the Integrated Care Provider contract) proposes that healthcare providers are not paid per treatment, but by a 'Whole Population Annual Payment', which is a set amount for the provision of named services during a defined period. I have supported a case which argues that this unlawfully shifts the risk of there being an underestimate of patient numbers from the commissioner to the provider, and therefore endangers service standards. The Appeal Court has now agreed to hear this case.

**Council
District Councillor's Reports**

Cllr Hartnell's Report

Polling Station Review

Following the Polling Station review, and the discussion at council on 6 August, I have spoken with Mark Williams and can confirm that EDDC are seeking to provide a polling station within the Seaton West ward so that residents don't have to travel to Beer. It is likely that the polling station could be sited in someone's garage, conservatory or a temporary structure. Options are currently being explored. Seaton Town Hall is not an option as the polling station should be sited within the Seaton West Ward.

Strategic Planning

A report detailing "Principles for Accommodating the Future Growth Needs of East Devon" outlines the government requirement for levels of housing delivery across the district. The government has published a table of housing needs, with East Devon showing delivery of 844 homes per year. The full report can be viewed on the EDDC website, and below is an extract relating to Seaton:

8.11 Seaton – The town is constrained by topography particularly to the east and west but there is some limited scope for growth to the north of the town. The capacity to the north of the town would depend on the extent to which developing in the existing green wedge separating the town from Colyford would be accepted. The local plan had included a reserve site which still has potential while the allocated site for employment and community purposes has not come forward and may need looking at again. Clearly there are sensitivities to the north of the town in terms of the landscape given that it is rising land but also with the green wedge designation between Seaton and Colyford.

Harepath Road

There has been no movement regarding the delivery of mixed use employment & recreation space at Harepath Road as allocated in the local plan (Strategy 25), and the clock is ticking on the £200,000 S106 funding for a new sports pitch and improved facilities, which expires in July 2020. I am meeting with members of the football club to discuss other options that may be deliverable in the timescale.

Seaton Wetlands

Western Power have completed work to remove overhead power cables at the Wetlands. New cables have been laid underground meaning that the landscape is now dramatically opened, providing increased opportunities for birds to thrive without the danger of electricity cables.

Next month the Countryside Team and the Axe Vale & District Conservation society will be releasing more than 150 water voles into the southern stretch of the river to boost their numbers and to allow the population to grow. Nationally Water Voles have suffered decline owing to lack of habitat, so it is really exciting that Seaton Wetlands are part of this major reintroduction programme.

I visited the wetlands on 22nd August to see the newly completed circular walk around Borrow Pit pond, enabling access for wheelchairs and pushchairs. The Axe Vale & District Conservation society worked with the countryside team to get funding for the work. This was jointly funded by the Tesco 'bags of help' scheme, with grants from Seaton Town Council and the Province of Devonshire Masonic WAKE fund. I would urge councillors to take a walk up to the wetlands to see how the money has been spent on such a worthwhile project, making the wetlands accessible to all.

Review of Car Parking Charges

The cabinet agenda for 5 September has a report detailing some changes to the car parking charges. It aims to simplify our charging structure across the district and make some subtle changes to permits.

The changes to the structure will not impact on Seaton residents, however changes to permits will.

The proposed new permits will be modular, enabling residents to select a single location permit for £100 per year and then add additional locations at £20 per location per year. In addition, there will be a business permit valid at all East Devon car parks for £500 per year.

Seasonal Dog Ban Areas

I have met with Janet Wallace at EDDC to discuss the dog ban area and the feedback received from some residents around signage and dogs in restricted areas. The Public Space Protection order is due for review in 2020, and this would be the earliest any changes could be proposed. Janet and her team will begin the process in the autumn of 2019, so if the town council wishes to propose changes it would be able to as part of the consultation process.

It is important that any restrictions are kept simple, and any suggestions put forward by the council should be backed up with evidence of public consultation. If the council is still minded to review the present restrictions it may be a good idea to begin consultation early next year, with a view to gathering the views of local people and visitors ahead of a response to EDDC in the autumn. This would also be the appropriate time to address the aspiration of the council to remove the restriction on dogs in cliff field gardens, but again with public consultation.

Seaton Tramway Official Opening Party

I attended the party to celebrate the opening of the new terminus at Seaton Tramway on 11th August. It was a very enjoyable evening marking the start of a new journey for Seaton Tramway. The space inside of the terminus is extremely versatile and well suited for large events. It really is exciting to see this level of investment and confidence in Seaton.

Communities Together Fund

Over £145,000 is now available for East Devon community projects through the Communities Together Fund, which is money from East Devon District Council and Devon County Council. EDDC have put 10p into the grant pot for every £1 from Devon County Council.

- Projects must show communities working together; identifying new ideas for their mutual benefit.

- Applications are welcome from community projects that will benefit, enhance and make a real difference to communities.
- Voluntary and community groups, town and parish councils, community interest companies and registered charities can apply. Projects are more likely to be funded if they involve organisations working together.
- Organisations can apply for between £400 and £30,000 from the Communities Together Fund. 20% of the total costs of your project must come from other sources such as other grants schemes, your own reserves or your own fundraising.
- Projects must benefit two or more town or parish council areas. Exmouth, as part of a pilot scheme, are managing their own funding so must not be included in this number.
- Although they will consider applications that include a small benefit to Exmouth as well as a larger benefit to two or more other town or parish councils, where there is a significant benefit to Exmouth or where Exmouth is the only beneficiary you must apply to the Exmouth fund through Exmouth Town Council which is not yet open to applications, keep an eye out in the local media to find out more.

The closing date for all application is midnight on Wednesday 16 January 2019, all applications will be considered after this date. You would be notified of the outcome around the end of March 2019.

East Devon's Working Together Event 2018

There is a free Working Together conference at Knowle, Sidmouth on Friday 28th September. The event aims to bring local agencies together to improve communications between the voluntary and statutory sectors. Voluntary organisations are vital for residents and the quality of life in East Devon. Speakers include:

- Adel Jones, Integration Director for the Royal Devon and Exeter NHS Foundation Trust.
- Jenny Fish from the Big Lottery Fund in the South West will update attendees on brand new rules and guidance for funding applications to Big Lottery and Awards for All.
- Ann Rhys, Assistant Director of Nursing for Hospiscare.
- Action East Devon, as part of the local Council for Voluntary Service will talk about crowdfunding as a good new way for voluntary and community groups to get funding.

There is a limit of one place per organisation. I thought it may be of interest to the town council, particularly concerning the hospital and maybe funding for Seafront enhancements? (Big Lottery Fund & Crowdfunding)

E-mail jbuckley@eastdevon.gov.uk before 14 September 2018 to register if interested.

Cllr M Hartnell
24/08/2018

**Council
District Councillor's Reports**

Cllr Burrow's Report

I attended the meeting of the DMC committee on the 7th of August. However, there were no items relating to Seaton. I have been to the Licensing department a couple of times to help with the processing of the Street Market application forms for Bank Holiday Monday. Seaton is at the forefront of making sure the new regulations are dealt with fairly and every encouragement to help traders. I have also been to the planning department on planning issues. At the request of the Town Council I have asked Democratic Services to pass on information about the services Streetscene supplies in Seaton. This is to help the Town Council work in partnership on various projects in the future.

I have mentioned the problems that have arisen from complaints received from residents exiting Drovers Way.

At the weekly Age UK meeting I was asked to investigate the appalling state of the pavement outside Abbotts and the small Coop. I wrongly believed it was Abbotts responsibility as it is Devon County which I am currently following up. It is a pity as Abbotts were willing to repair it. I have received complaints from residents about the speed of delivery vehicles on Westwalk.

I have received a complaint about the Jurassic Mule speeding down Beer Road, which I found very surprising. I related this to another dog walker and he said that one of the drivers does drive quickly!

I think this is a job for our County Councillor along with the ever-increasing hole outside Seaton Fish Bar and the drain cover/hole in Sea Hill.

Still getting complaints about the state of weeds in the gullies & pavements around Seaton in general.

Unsociable parking in Meadow Road has become an issue along with the state of a property in Manor Road.

It was nice to get to 61 businesses in Seaton over the last 2 weeks whilst helping the Carnival

**Council
Town Clerk Report**

Correspondence and Communication

In terms of correspondence and communication for the month of August, the key areas for Council to be aware of are:

Comment/Complaint/feedback	Action/Response
A complaint from a member of the public who had a fall and serious injury at the foot of the concrete ramp at Fisherman's Gap. The member of the public asked if signage could be improved and a hand rail could be fitted for people to hold on to when stepping down to the beach	Query passed to Peter Blyth, Beach Officer at EDDC and he responded to the member of the public
A member of the public commented, saying I love Seaton and regularly visit. Just want to convey to the Council how much I appreciate the planting of a colourful array of wildflowers in the seafront flower beds. A real joy, much more imaginative than many 'corporate' plantings which often appear in such places. And, importantly, nectar-rich for the bees and butterflies.	Comments passed on to John Widger
A member of the public called EDDC regarding a damaged tree over hanging in the Jurassic Play Park	The Town Maintenance Officer reviewed the issue and took action to remove the over hanging branch of tree
Several queries from members of the public complaining about a couple living in their car with three dogs, parked up in the layby near the Golf Club.	The Town Clerk liaised with the Clerk as Axmouth and also the Police. The Police spoke to them and following that they moved to Riverside Way, which led to more complaints. This information has now been reported to EDDC. No response from them yet but no further reports
A member of the public commented, 'As a part-time resident of Seaton, I would once again like to express my commendations on the attractiveness of the gardens, and the town in general.	Comments passed to John Widger

<p>The gardens look cared for but not manicured, with a natural theme. Many events take place to include all generations, with care being taken to clear all debris that these obviously create.</p> <p>This seems also to be encouraging some interesting retailers to the town. Many thanks for helping the town to prosper.'</p>	
<p>A member of the public queried whether the public toilets on the seafront stay open overnight and also the opening and closing times of the public toilets.</p>	<p>Member of the public signposted to the EDDC website which contains this information</p>

Update on Actions Arising

Devon Air Ambulance Landing Strip

The meeting with Toby Russell and the Cricket Club is scheduled for Tuesday 4th September at 9am. Cllr Ken Beer is attending as the Council's Representative. It looks like the works will be taking place at the end of September following the end of the cricket season.

Seaton Down Hill

The Town Clerk has written to the Chief Constable following the last meeting of Council asking for speed enforcement sessions to take place along Seaton Down Hill at the current time and after the speed limit changes.

Speed limit on A3052 and Seaton Down Hill

The Town Clerk has written to the Chairman of the Highways and Traffic Orders Committee asking him to include the amendment of the speed limit to 40mph on Seaton Down Hill and the stretch of the A3052 in the approach to the Seaton junction to be on the HATOC agenda for the November meeting

Pedestrian Crossing on Harbour Road

The Town Clerk has written to Devon County Council to urge them to locate a pedestrian crossing to the east of the junction of Harbour Road and Royal Observer Way before there is an accident due to the increasing footfall. A request has been made that this be added to the 2019/20 budget as a future project

Premier Inn

The Town Clerk has written to Premier Inn to ask them to install a barrier at the end of the bridge

Tourist Information Centre

The Town Clerk has written to Harry Barton to give him and the Devon Wildlife Trust an update on the work being done by the Council to review the options for the TIC

going forward (as the current Service level Agreement with DWT ends on 31st March 2019).

Assets of Community Value

The Town Clerk chased up EDDC and resent the Land Registry information. EDDC have confirmed that this is going through their process.

**Council
Committee meeting minutes**

**Minutes of the Finance & General Purposes Committee Meeting on Monday 16th
July 2018**

Present

Chairman: Cllr Hartnell
Councillors: Beer, Read, Rowland, Sanham and Squire
In attendance: Town Clerk

31. Apologies for Absence

Apologies were received and accepted from Cllr Burrows.

32. Declaration of Interest

Councillor Hartnell declared a Personal Interest as an East Devon District Council (EDDC) Councillor.

33. Minutes of the previous meeting

The Committee **RESOLVED** to approve the minutes of the Finance and General Purposes meeting on Monday 18th June 2018, subject to the appendix relating to minute 22 (Records Management and Document Retention Policy) being amended to treat agendas in the same way as minutes and to state that all confidential waste will be shredded.

(moved Cllr Hartnell; seconded Cllr Read)

34. Public Question Time

There were no members of the public present

35. Payments and Receipts and unpaid invoices report

The Committee reviewed the reports from the new Finance System.

Payments

Discussion took place around:

- The payment for Testudo – the Town Clerk confirmed that they were now going to be putting up and taking down the Gazebos for the Artisan Markets
- Why there were three payments to EDDC for Temporary Event Notices. The Town Clerk clarified that there had been some confusion from EDDC as to whether we needed a TEN for 1st July so one payment of £21 has been refunded.
- Cllr Sanham said she believed that some of the seafront banners had been duplicated & the Town Clerk confirmed that she would look into it
- The payment for Mr Nation and Cllr Squire confirmed that she would look into what sort of checks her former employer used to do it terms of paying invoices of this nature and report back to the next meeting

Receipts

The Committee asked for the receipts to be brought back to the next meeting with more detail on it as to the cost codes and where the income had been allocated to.

Unpaid Invoices

Discussion took place around:

- The layout of the report and whether there were other options for displaying the information so Councillors could see the cost codes of the debts
- The need to write off the debt for Indulgence Cakes for the 2016/17 financial year
- The need to bring a debt management policy to the Committee

The Committee **RESOLVED** to write off the debt of £51 relating to indulgence cakes (moved Cllr Hartnell; seconded Cllr Beer)

The Committee **RESOLVED** that a short debt management policy be brought to the August Committee meeting (moved Cllr Hartnell)

Cllr Rowland requested that thanks be recorded to the Town Clerk for all of the work completed on the new finance system

36. Petty Cash expenditure

The Committee **NOTED** the petty cash reconciliation report (moved Cllr Hartnell)

37. Budget to date

The Committee reviewed the annual budget report from the new Finance System.

Discussion took place around:

- Further updating to be completed on the budget to remove the 1 listed on the report and also to update it with the carried forward balances
- The need to get three quotes for a new window cleaner as the previous one was no longer operating
- Why code 4625 (Alarm Annual Contract and Maintenance) was overspent at £419 when the budget was £350 – the Town Clerk to look into this
- Allotments – with the building work taking place near the allotments site and water leak further up from the site, it was requested that the Town Maintenance Officer check the water meter at the allotments on a regular basis
- The actual amounts on code 4675 (Grounds maintenance) needing to be journalled to 4730 (annual grounds contract)
- Whether the new system would produce a forecast report showing the year end position
- The need for a more detailed report on variances (exception reporting)

The Committee **RESOLVED** to agree the budget to date and also that a sample of reports from the new system to be an agenda item on the August agenda (moved Cllr Hartnell)

38. Bank Reconciliations

The Committee reviewed the bank reconciliation reports for the months of April, May and June 2018 from the new finance system

The Committee **RESOLVED** to approve the bank reconciliation reports for April, May and June 2018
(moved Cllr Hartnell)

39. Risk Assessment

The Town Clerk confirmed that there were problems with the risk management software following the installation of the new computers but that this was now resolved and that the report would come back to the new Committee meeting.

40. Cyber Security Checklist

Discussion took place around:

- Adding Cyber Security risks to the risk assessment
- To consider if Councillors need to have virus protection
- The need for more detailed information on the checklist

The Committee **RESOLVED** that the Town Clerk would bring back a more detailed Cyber Security Checklist to the next meeting of the Committee
(moved Cllr Hartnell)

41. Update on actions arising including Marshlands

Scouts lease – The Town Clerk was asked to obtain two other quotes from Milford and Dormer and Bevis and Beckinsdale to bring back to the Committee

Town Hall parking – as there had still been no reply from Devon County Council regarding a stencil, the Committee asked the Town Clerk to contact EDDC to see if they could do this work as part of the Service Level Agreement

The meeting ended at 9.15pm

Chairman: _____

Dated: _____

Minutes of the Planning Committee Monday 30th July 2018

Present:

Chairman: Cllr. S Read

Councillors: K. Beer, P. Burrows, J. Rowland, H. Sanham and M. Shaw

In attendance: Town Clerk
2 members of public

64. Apologies for absence

Apologies were received and accepted from Cllr Hartnell

65. Declarations of Interest

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

Cllr Shaw declared a personal interest as a Member of Devon County Council (DCC)

Cllr Shaw declared a personal interest in agenda item 9, application 18/0819/FUL as the applicant is a near neighbour

66. Minutes of the Planning Committee meeting held on Monday 16th July 2018

The Committee **RESOLVED** to agree the minutes of the meeting held on Monday 16th July.

(moved Cllr Rowland; seconded Cllr Beer)

67. District Council Members

It was formally noted that the participation of those Councillors, who are also members of the East Devon District Council, in both the debate and the subsequent vote is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Town/Parish Council. The District Councillors reserve their final views on the application until they are in full possession of all the relevant arguments for and against.

68. Public Question Time (PQT)

No members of the public wished to speak

Applications for consideration:

69. 18/1569/FUL	Ms Raven-Sarai	23 TOWNSEND ROAD, SEATON, EX12 2BD Addition of first floor to existing rear extension; single storey side and front extension
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The Committee **RESOLVED** to object to this application on the grounds of over development and over looking neighbouring properties

(moved Cllr Sanham; seconded Cllr Rowland)

70. 18/1196/OUT	Mr J Bond	LAND NORTH OF MACWOOD DRIVE, SEATON
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Outline application for two bedroom detached bungalow with off street parking space, and demolition of existing building (all matters reserved)

The Committee **RESOLVED** to object to this application on the grounds of inadequate parking facilities being proposed and the scale of the development in comparison to the small piece of land
(moved Cllr Rowland; seconded Cllr Sanham)

71. **18/1673/FUL**

Mr & Mrs Watts

**110 SCALWELL LANE,
SEATON, EX12 2ST**
Construction of 2 storey rear extension, dormer window to front elevation and 1st floor window to side elevation

The Committee **RESOLVED** to agree no objection to this application
(moved Cllr Rowland; seconded Cllr Shaw)

72. **18/0819/FUL**

Mr M Gibbs

**THE GLEN, BEER HILL,
SEATON, EX12 2PY**
Demolition of existing and construction of replacement garage block, and extension to existing car park area (including construction of retaining wall)

The Committee **RESOLVED** to agree no objection to this application, subject to the poplar tree being protected
(moved Cllr Sanham; seconded Cllr Shaw)

73. Planning Comments for circulation

Comments to be circulated in respect of applications 18/1569/FUL and 18/1196/OUT

74. Tree Preservation Order

The Committee noted the following tree preservation order made by East Devon District Council:

a) 18/0016/TPO – Land at 1 Fortfield, Seaton, EX12 2AW

The meeting ended at 19:15.

Council

Memorandum of understanding for the refurbishment of the two floors of Seaton Town Hall, occupied by The Gateway Theatre Company

This memorandum of understanding is made between

1. Seaton Town Council – landlord
2. The Gateway Theatre Company – tenants, ground and first floors

Through this, we aim to create a framework and provide guidelines for us to work within. We'll establish a relationship of open communication, consultation and collaboration so the project can run smoothly and minimize disruption. Approval from Seaton Town Council, as landlords, will be sought whenever appropriate.

We agree that refurbishment (of the two floors occupied by The Gateway Theatre Company) is now essential for the

- Preservation of the building
- Conservation of its architectural and cultural heritage
- Protection of its future as an important and sustainable asset and resource for the town and its community.

The Gateway Theatre Company offer their resources to take the lead in organizing and managing the refurbishment of the two floors occupied by The Gateway Theatre Company which will include (but not exclusively):

- Collecting and analyzing data as appropriate to support the funding application.
- Selecting and working with the project management company whose key tasks will involve:
 - Production of detailed drawings and specification for the works, liaising with a structural engineer and building control, as applicable.
 - Competitive tendering process involving four contractors for pricing.
 - Production of a tender report and appointment of a contractor.
 - Production of construction contract.
 - Works on site – with appropriate supervision and inspections.
 - Rectification period – 6 months following completion.
- Applying for the funding

Seaton Town Council offer its resources to give support by (but not exclusively):

- Collecting and forwarding data to The Gateway Theatre Company as appropriate to support the funding application
- Liaising with East Devon District Council (EDDC)
- Assisting with amendments to the current lease as appropriate (clause 25.1) to allow for the building works
- Assisting with obtaining appropriate planning permission and building regulations

Signature

Date

Amy Tregellas, Town Clerk
Seaton Town Council

Alan Nicholas, Chair of Trustees
The Gateway Theatre Company

Recommendation: It is recommended that the Council authorises the Town Clerk to sign the Memorandum of Understanding on behalf of the Council