



## Minutes of the Seaton Town Council Meeting On Monday 3rd September 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:** Locum Clerk

**Public:** 12 members of the public

### **99. Apologies for absence**

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

### **100. Declarations of Interest**

Cllr Shaw declared a personal interest as a Councillor 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)

### **101. Minutes**

The Council **RESOLVED** to approve the minutes of the Council meeting on 6<sup>th</sup> August 2018 subject to the minor amendment of:

- Minute 96, amending the sentence where Cllr Squire introduced the report of the TIC Working Group, replacing the words TIC Working Group with the word Facebook  
(moved Cllr Sanham; seconded Cllr Rowland)

### **102. Chairman's Report**

Discussion took place around:

- Cllr Burrows had been contacted by a few residents who were concerned about reports they had heard that the Jurassic Mule bus would not operate next year. Cllr Burrows said that if the owners of the bus wished to contact the town council to talk about the future of the bus he would be happy to speak with them. Cllr Rowland reported the operator had said this would be their last season because of the costs of running the operation.

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

### **103. Public Question Time**

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

Christine Newton, a volunteer member of the fund raising team for the Gateway Theatre Company, spoke on agenda item 18/COU/13 – Partnership Agreement between Seaton Town Council and The Gateway Theatre Company. She reported that:

- The Gateway Theatre Company were keen to start applying for grant funding to progress the refurbishment of the two floors occupied by the company in the Town Hall
- The key stakeholders, Seaton Town Council and The Gateway Theatre Company, needed to prove they were in agreement and working together before any funding could be applied for
- Competition was fierce for funding. Planners were sensitive to any factors which would reduce their shortlist
- Planners wanted to know who the stakeholders were, did they work together and had roles and responsibilities been agreed and assigned
- The Memorandum of Understanding would address these factors and show how the project had been endorsed
- The time had come to take steps to conserve, preserve and protect the building. Access must be improved and the building made fit for purpose
- Once the work was completed the building would be eco-friendly with a reduced carbon footprint. It would have economic running costs and more flexible spaces to use

Mrs Newton asked that the Town Council accepted the recommendation to authorise the Town Clerk to sign the Memorandum of Understanding.

Cllr Burrows thanked Mrs Newton for her presentation.

#### **104. Presentation by Richard Drysdale – Manager Seaton Jurassic Centre**

Mr Drysdale introduced himself to the Council as the new Manager of the Seaton Jurassic Centre. He gave a brief resume of his background and experience which included:

- Twenty five years working in the tourism and promotion sector both in private industry and local government
- Most recently was head of visitor centres at Dartmoor National Park
- Had a master's degree in Responsible Tourism Management and extensive knowledge of working with Visit East Devon, Visit Devon, Visit England and Visit Britain and had international experience

Mr Drysdale said he would welcome to meet with anyone at any time to discuss how both parties could work together and he was currently reviewing every aspect of the Seaton Jurassic Centre

Discussion took place around:

- Mr Drysdale's thoughts on increasing visitor numbers – There were plans to look at the welcome, look and evolution of the centre, physical changes, additional signage (subject to planning permission), change the welcome and key changes around the external area. They wanted to try and appeal to a wider audience and look at different markets to build upon and how to attract different visitors to the centre
- Better visibility and marketing of the Tourist Information Centre – Mr Drysdale said that ensuring the visibility of the Tourist Information Centre was at the top of his

priorities. It was important that the right information was given to the right people at the right time

- How often would Mr Drysdale be at the centre – He would be at the centre five days a week. In his job role as head of visitor centres for Devon Wildlife Trust they had committed that Mr Drysdale would be in the role, directly responsible for the Seaton Jurassic Centre,, for at least two years and this would be his only focus

Cllr Burrows thanked Mr Drysdale for attending the meeting and giving an update to Councillors on the Seaton Jurassic Centre.

### **105. County Councillor Report**

The Council considered Cllr Shaw's report.

Discussion took place around:

- Seaton Area Health Matters – Cllr Rowland reported that a private meeting was scheduled for 27th September with representatives from the Royal Devon and Exeter Trust concerning the provision of services in the Seaton area. It was hoped that the RD&E Trust would provide details of a positive plan for future services in Seaton
- Proposed new zebra crossing in Harbour Road – There would be a discussion between Highways and East Devon District Council, but Highways had agreed in principle to reinstate a zebra crossing east of Royal Observer Way
- Planned and Reactive Maintenance task group – Emerging policy where Highways were considering modifying their approach to potholes to allow the contractors to address holes which did not meet their strict criteria for 'safety defects'. This would apply for A and higher-category B roads only

(Cllr Shaw's Report was noted)

### **106. District Councillors Reports**

The Council considered Cllr Hartnell's Report

Discussion took place around:

- Polling Station Review – It was a pity that the polling station for the new Seaton West Ward could not be at the Town Hall. Cllr Hartnell explained that Seaton Town Hall was not an option as the polling station should be sited within the Seaton West Ward. Residents had to vote in their own Wards
- Strategic Planning – Concern was raised about the possibility of developing in the green wedge between Colyford and Seaton and allowing development on the reserve site to the north of the town. The Council should stay with its decision that the green wedge must be maintained. Cllr Hartnell stressed no decisions had been made concerning this. Councillors hoped there would be an opportunity to make their views known concerning the 'Principles for Accommodating the Future Growth Needs of East Devon'
- Harepath Road – Disappointingly, it looked as though it would not be viable to deliver new football pitches at Harepath Road off the back of commercial development, but Cllr Hartnell was meeting with the football club to discuss their options
- East Devon's Working Together Event 2018 – Cllr Rowland would be happy to represent the Council at this event

(Cllr Hartnell's Report was noted)

The Council considered Cllr Burrow's Report

Discussion took place around:

- Councillors noted mention of the issue with the state of a property in Manor Road. Contact had been made with the householder.
- Councillors noted there was no police report on the agenda this month Councillors would appreciate a monthly report from the police. Councillors were concerned about the level of break ins at the development by The Grove and wanted to know what the police had done concerning this. Councillors requested that the police were asked for the latest crime figures and also what they were doing regarding the break ins at the development by The Grove

(Cllr Burrow's Report was noted)

### **107. Reports from Representatives on Outside Bodies**

There were no reports from Councillors on outside bodies

### **108. Town Clerk Report**

Discussion took place around:

- The Council's priorities for the 2018/19 Municipal Year. Cllrs wanted a regular report on the progress of these on the agenda for future Full Council meetings
- Councillors were aware of the detail the Clerk put in their reports and suggested that these were simplified allowing more time for a written report on the Council's priorities for the 2018/19 Municipal Year to be compiled for Full Council meetings. This should be discussed at the next Full Council meeting on the Clerk's return

The Council **NOTED** the Town Clerks Report

### **109. Committee meeting minutes**

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

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

(moved by Cllr Burrows)

### **110. 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 siting a pedestrian crossing here' and whether a traffic survey has been carried out

Cllr Chadwick was not present at the meeting. Councillors requested that Cllr Chadwick asked for this item to be put on the next agenda on her return from sickness leave.

### **111. Partnership Arrangement**

The Chairman, Cllr Burrows, was happy to move the recommendation stated on the agenda to consider the signing of a Memorandum of Understanding between STC (landlord) and The Gateway Theatre Company (tenant) which would enable the first stage of an application for funding to be made by The Gateway Theatre Company.

Cllr Rowland reported on the details of the Partnership Agreement:

- This was not a legal document, but an agreement between Seaton Town Council and The Gateway Theatre Company
- Urgent works were required to the building and to achieve this grant funding was required
- Cllr Rowland urged Councillors to support the recommendation to allow the Clerk to sign the Memorandum of Understanding on behalf of the Council

Discussion took place around:

- Should the museum be included in the agreement as they formed part of the building and what were the costs to the Council? Cllr Rowland reported there should be no costs to the Council and the works would not affect the museum.
- Had a structural survey been carried out? Cllr Rowland replied that the works envisaged would not require a structural survey to be completed.
- What would the involvement of the Council be with this project? Cllr Rowland replied that the Council would have to be consulted due to the nature of the work to be undertaken. The Gateway Theatre Company would have to get the Council's permission, as landlord, to have any works completed on the building
- Important to have good communications between Seaton Town Council and The Gateway Theatre Company. The Memorandum of Understanding was an important document which would enable The Gateway Theatre Company to get funding
- What data would be collected and analysed and who would be doing this? Cllr Hartnell replied that in terms of the Service Level Agreement it might be data concerning costs where more detail was required and historical information etc. which the Clerk would give support on, but might delegate to a member of staff

The Council **RESOLVED** that the Town Clerk be authorised to sign the Memorandum of Understanding between Seaton Town Council and The Gateway Theatre Company on behalf of the Council

(moved Cllr Burrows; seconded Cllr Rowland)

Councillors thanked Cllr Rowland for his work on the Partnership Arrangement.

#### **112. East Devon AONB Draft Plan 2019-2024**

The Chairman, Cllr Burrows, said that the East Devon AONB Draft Plan 2019-2024 was being consulted on from 23 July -18 September 2018. A drop-in exhibition was being held at Kennaway House, Sidmouth between 3-7 September 2018.

If Councillors had any comments to make could they please email them into [admin@seaton.gov.uk](mailto:admin@seaton.gov.uk) and they would be collated and emailed to Councillors before being sent into East Devon District Council.

#### **113. East Devon District Council's Gambling Policy Consultation 2019-2022**

The East Devon District Council's Gambling Policy Consultation 2019-2022 runs from 9 August 2018 to 26 October 2018. It was proposed that If Councillors had any comments to make could they please email them into [admin@seaton.gov.uk](mailto:admin@seaton.gov.uk) and they would be collated and emailed to Councillors before being sent into East Devon District Council.

**114. Confidential Items**

The Chairman moved, and the Council agreed, that in accordance with the Council's Standing Order 1(c) the press and public will be excluded from the meeting during the discussions of item 16 on this agenda as there is likely to be a disclosure of commercially sensitive information

**115. Marshlands Working Group**

The Council **RESOLVED** to agree with recommendations 1 & 2 made in the confidential report by the Marshlands Working Group, but with an addition to option 1 asking that the Clerk drafted a confidentiality agreement.

(moved Cllr Hartnell; seconded by Cllr Beer)

Abstentions: Cllr Sanham and Cllr Squire

The Councillors on the working group were Hartnell, Ledger and Read

The meeting ended at 20.50

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

**Dated:** \_\_\_\_\_

