



To: All Members of the Town Council

**Meeting of Seaton Town Council
on Monday 5th March 2018 at 7.00pm**

27th February 2018

You are hereby summoned to attend the above meeting to be held at 7.00pm on Monday 5th March 2018 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 Deputy Chairman will say a prayer at the start of the meeting

- 17/COU/01 Apologies for absence**
To receive any apologies for absence
- 17/COU/02 Declarations of Interest**
To receive any Members' declarations of interest in respect of items on the agenda
- 17/COU/03 Minutes**
To agree the minutes of the Council Meeting held on Monday 5th February 2018

17/COU/04 Chairman's Report

17/COU/05 Public Question Time

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

17/COU/06 Police Report

17/COU/07 County Councillor Report

17/COU/08 District Councillors' Reports

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

17/COU/10 Town Clerk Report

17/COU/11 Traffic Sensitive Streets Review

To consider the consultation being undertaken by Devon County Council on the Traffic Sensitive Streets Review

17/COU/12 Request for events

To consider requests for the following events:

Party in the Park 2018 – organised by Seaton and District Lions to be held on Sunday 20th May from 1pm to 5pm at the Underfleet recreational ground and skate park

Love parks session – organised by East Devon District Council on Sunday 15th July 2018 from 9am to 12 noon to be held at the Underfleet to include things like face painting, Art storm, circus skills, etc

National Play day – organised by East Devon District Council on Wednesday 1st August from 10am to 1pm at Elizabeth Road Play Area and will involve arts and crafts, circus skills and our smoothie bike.

17/COU/13 Annual Town Meeting

To consider the proposed arrangements for the Annual Town Meeting to be held on Thursday 19th April at 7pm.

17/COU/14 Update on actions arising



Minutes of the Council Meeting of Seaton Town Council On Monday 5th February 2018

Present

In the chair: Cllr J Rowland

Councillors: K Beer, P Burrows, M Hartnell, S Read, K Rye, H Sanham, M Shaw, D Squire and R Webster.

Officers: Town Clerk

Public: 3 members of the public present

182. Apologies for absence

Apologies were received and accepted from Cllr Pigott.

Cllr C Chadwick was absent

183. Declarations of Interest

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

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

Cllr Beer declared a personal interest for item 11 as the Town Crier is a personal friend

Cllr Hartnell declared a Personal Interest for item 13 as a local business owner

Cllr Webster declared a Personal Interest for item 13 as a local business owner

184. Minutes

The Council **RESOLVED** to agree the minutes of the meeting on Tuesday 2nd January 2018 and the minutes of the special meeting on Monday 15th January 2018

(moved Cllr Beer; seconded Cllr Shaw)

185. Chairman's Report

The Council **RESOLVED** to note the Chairman's report.

(moved Cllr Shaw; seconded Cllr Beer)

186. Public Question Time

There were no questions from the members of the public present.

187. Police Report

Sgt Andy Squires attended on behalf of the Police and updated the Council on the following:

The crime figures for January 2018

PC Spears being absent for a further period of time and would likely return on light duties. Sgt Squires confirmed that cover was being provided from Sidmouth until PC Spears is back to active duty

The one stop shop Crime and Safety Roadshow taking place on Saturday 10th February at the Marshlands Centre

The setting up of a Whatsapp group for shops and traders in Seaton so that they can exchange information

Cllr Hartnell joined the meeting at 7.05pm.

188. County Councillor Report

Cllr Rowland passed on his thanks to Cllr Shaw for his detailed questioning of the Scrutiny Committee at the Health and Adult Care Scrutiny Committee at Devon County Council

The Council **RESOLVED** to note the County Councillors report.
(moved Cllr Rowland; seconded Cllr Beer)

189. District Councillor's Reports

The Council **RESOLVED** to note the District Councillor report from Cllr Burrows
(moved Cllr Rowland; seconded Cllr Beer)

190. Reports from Council representatives on Outside Bodies

There were no updates from representatives on outside bodies

191. Town Clerk Report

Discussion took place around:

- The queries that had been raised by the Seaton and District Visually Impaired Club when the Town Clerk attended
- Whether One Voice would be producing monthly update reports
- Parishes Together Applications

The Council noted the report from the Town Clerk
(Moved Cllr Rowland; seconded Cllr Beer)

192. Town Crier

Cllr Rowland formally thanked David Craner for his service as the Town Crier and confirmed that a card and gift were being sent to Mr Craner.

193. Seaton Town Centre

The Council considered the response from Devon County Council that it was feasible to open up Fore Street and Queen Street to traffic but that a sum of £5,000 would be needed to amend the Traffic Regulatory Order.

Discussion took place around:

- Doing a wider public consultation as previously discussed
- Having no budget in the 2019/20 financial year to cover the cost of consultation or the Traffic Regulatory Order
- Whether this was a priority for the Council

- The need for consultation to be done with the people who live and work in Queen Street, Fore Street and Marine Place before doing the wider consultation
 - The need to have an appropriate budget to do a thorough consultation
- Cllr Sanham proposed that the Council now do a wider public consultation on this matter and hold consultation sessions.
(Seconded Cllr Beer)

Cllr Hartnell wished to amend the proposal of Cllr Sanham and proposed an amendment to be added to the end of the motion, 'that the Council doesn't visit the consultation until 2019/20 and sets a budget accordingly for consultation'.
(seconded Cllr Shaw)

Cllr Rowland took Cllr Hartnell's amendment first. The Council **RESOLVED** that the Council doesn't visit the consultation until 2019/20 and sets a budget accordingly for consultation.

The Council **RESOLVED** to do a wider public consultation on the matter and hold consultation sessions and that the council doesn't visit the consultation until 2019/20 and sets a budget accordingly for consultation.

194. Seaton – East Devon's Refill Town

Discussion took places around:

- Seaton Jurassic are doing this already
- How to get businesses involved
- To ask One Voice to promote this
- The office producing a one page guide together to circulate to the local businesses

The Council **RESOLVED** to ask officers to put together a brief guide and to circulate this information to businesses with the purpose of asking them to sign up to the scheme, and to promote through One Voice.

(moved Cllr Shaw; seconded Cllr Webster)

Cllr Hartnell declared a Personal Interest as a local business owner
Cllr Webster declared a Personal Interest as a local business owner

195. Assets of Community Value

The Council **RESOLVED** to ask East Devon District Council to register Seaton Hospital and the Trevelyan Building (Children's Centre) as Assets of Community Value.

(moved Cllr Rowland; seconded Cllr Shaw)

196. Seaton Regeneration Forum

Cllr Hartnell gave Council an update on the Seaton Regeneration Forum, including the make up of the new group and how it will operate in the future.

The Council **RESOLVED** that:

1. The Seaton Regeneration Forum be added to the list of outside bodies with two Councillors as representatives

2. Councillors Rowland and Sanham are the Council's representatives until the end of the Municipal Year
3. Agendas and Notes from the Forum to be included on the Seaton Town Council website
(moved Cllr Rowland; seconded Cllr Hartnell)

197. The Lookout, West Walk

Cllr Rowland spoke on the graffiti on the Lookout Building and the need to speak to East Devon District Council (EDDC) about the buildings future.

Discussion took place around:

- The repeat graffiti meaning that EDDC have to keep repainting the building
- The building not having any architectural value
- The building having a historic value
- Could the building be an opportunity for a business

The Council **RESOLVED** that Councillor Rowland would write a letter to East Devon District Council over the future of the Lookout.
(moved Cllr Rowland; seconded Cllr Beer)

198. Health Matters meeting

Cllr Rowland updated the Council that he and Cllr Shaw had met with Action East Devon to arrange a Health Matters meeting similar to one held recently in Honiton to which voluntary groups and statutory providers attended. The meeting will take place on either the 9th or 23rd March 2018 at the Town Hall in Seaton. Once confirmation regarding the date has been received from the key speakers invitations will be sent out to voluntary groups and statutory providers. Councillors would be very welcome to attend.

Cllr Shaw confirmed that the Royal Devon and Exeter (RD&E) Hospital and Clinical Commissioning Group (CCG) want locally placed partnerships to be involved with shaping the health needs of the local area. This will be a more positive way of engaging with the CCG in our area.

199. Town Meeting 2018

The Council **RESOLVED** that the annual Town Meeting take place on Thursday 19th April 2018 at 7.00pm
(moved Cllr Rowland; seconded Cllr Beer)

200. Committee Structure

The Council **RESOLVED** that from the start of the new Municipal year that the Estates Committee become part of the Finance and General Purposes Committee
(moved Cllr Rowland; seconded Cllr Squire)

201. Christmas Opening arrangements for 2018

The Council **RESOLVED** that the Council offices close over the Christmas period from the close of business on Friday 21st December 2018 to Wednesday 2nd January 2019
(moved Cllr Hartnell; seconded Cllr Rowland)

202. Update on actions from previous meetings

The Council reviewed the update report on actions arising from the Town Clerk

203. Confidential Items

Cllr Rowland moved, and the Committee **RESOLVED** that in accordance with the Councils Standing orders the press and public be excluded from the meeting during the discussion of agenda item 23 as there was likely to be disclosure of confidential information as matters were being discussed that could identify individual(s).

204. Event Officer Role

The Council **RESOLVED** that Ms Juliette Williams be appointed to the position of Events Officer, subject to satisfactory references.
(moved Cllr Burrows; seconded Cllr Rowland)

The meeting ended at 8.55pm

Chairman: _____

Dated: _____

COUNCIL

Chairman's Report

Health Matters – Going Forward Together

The Seaton and District event will be taking place on Friday 23 March starting at 9am for a 9.30am start until 1 pm in the Town Hall.

If Councillors wish to attend, who have not already registered, you need to contact Sarah Reeves (email Sarah.Reeves@actioneastdevon.org.uk) to be invited as the meeting is not open to the public without an invitation.

I have been involved in planning and organising this event. The format and the speakers are close to being finalised and I'll circulate this information as soon as possible. This will provide a good opportunity to gather the views of the statutory and voluntary groups involved in all forms of healthcare to establish what is needed in this area within the current constraints. I also see this meeting as an ideal lead up to the next stage of trying to establish an Axe Valley Health Hub which is very much back on the agenda.

Moridunum

There have been recent comments on social media emanating from a post by a resident of Fosseyway Court who had received either an email or a newsletter from Paul Mooney.

Despite asking to see either the email or the newsletter this has not happened yet so it is difficult to issue any form of statement from either this Council or EDDC without knowing what has been issued to the residents. In addition the EDDC legal department are in the process of responding to a letter received from Paul Mooney and this explains why I asked Councillors to resist responding to the social media comments.

Seasonal street / pavement sweeping in Seaton

I'm aware of social media comments on this subject and have asked one of our EDDC District Councillors to establish all the facts and I understand a meeting is taking place on 28 February so that we know exactly what is being put in place for later this year.

Jack Rowland
26 February 2018

COUNCIL

County Councillor's Report March 2018

Seaton and Area Health Matters - Going Forward Together

I have been involved in organising this event on Friday 23rd March 2018 – Seaton Town Hall, 9.00 for 9.30 am start – 1.00pm. Book here:

<https://goo.gl/forms/7laMUjhByt8F0w053> (right click on link to open booking form)

'You are invited to participate in this community led event with key stakeholders around the future health and wellbeing of all the people in our communities, in response to the new landscape affecting Seaton and surrounding area as a result of NHS and Government policies advocating Place-Based Care in health provision and cross-sector collaborative working with community groups

'The aim: to discuss what we know, where there are gaps/challenges and how, as a community we will address these to ensure collaborative approaches to co-design and co-produce local health services/activities that meet the needs of all the people in our communities.

'Invitees: management, senior level employees and volunteers / trustees from community, voluntary and social enterprise sector **as well as** public and private organisations (includes all parish councils).

Area to include: Seaton, Colyford, Colyton, Beer, Axmouth, Branscombe, Southleigh.

PROGRAMME:

Welcome: Mayor of Seaton – Cllr Jack Rowland

Community Context:

- Dr Mark Welland - Chairman of Seaton & District Hospital League of Friends
- Roger Trapani - Community Representative, Devon Health and Care Forum
- Charlotte Hanson – Chief Officer, Action East Devon

Strategic and Services Overview – Place Based Care:

- Laura Waterton – Royal Devon and Exeter NHS Foundation Trust
 - Richard Anderson - Health and Social Care Community Services Manager
 - Dr Jennie Button - Social Prescribing Lead - Ways 2 Wellbeing project in Seaton
- Workshop, Networking and Discussion will form the main part of this event:

- Workshop 1 – What is working well and what are the challenges for Seaton and surrounding area?
- Workshop 2 – Working together to improve health and wellbeing outcomes? What support do we need?

Honiton's Health Matters

The follow-up event will be held in Honiton Community College from 6-8 pm on March 6th. I attended a similar follow-up event in Okehampton, as an observer, on 6th February, to get an idea of how this process can be developed constructively for our own areas.

Pothole Action Fund, 2018-19

I have put forward for repair (1) the road between Northleigh Cross and Offwell Brook, (2) the road to the north of Drummerstone Cross, Offwell, and (3) Beer Road, Seaton. As a result of additional government funding, there will be further money for road repairs in the coming financial year. When I know our allocation, I will ask parishes for their priorities. Work approved for patching in the current financial year should be completed by the end of March.

Stop Line Way cycle route

I am meeting officers from Devon County Council's Public Rights of Way team on 26th February to discuss the way forward for this route

I questioned the council tax rise to 4.99 per cent

This was approved with the budget for 2018-19 at Council on 15th Feb. I said that while everyone wanted to protect vulnerable old, young and disabled people, it was unfair to council tax payers on low incomes to impose another swingeing increase (bringing the rise in DCC's council tax over the last 3 years to 14 per cent). The ruling Conservatives voted down the Independents' proposal to spend £5 million to save 30 health visitor posts, funding for foster carers and the school counselling service - instead using this money to add to reserves.

I questioned the Accountable Care System (ACS) for Devon's NHS starting on 1st April

The Cabinet Member for Health and Adult Care, Cllr Leadbetter, told me there was no plan to introduce an Accountable Care Organisation (ACO), but I was not satisfied and proposed a motion for the ACS to be put on hold, as there has been no public discussion of these big changes. This was remitted to Cabinet on 14th March. Before this, Cllr Claire Wright and I will meet the CCGs to discuss the ACS on 5th March. It looks as though it will also go to Health Scrutiny on the 22nd. I spoke about the issue at a rally for the NHS in Exeter on 3rd February.

I urged the County to lobby Government for a Brexit deal which protects Devon's exporters, farmers, universities and hospitality trade, by keeping close to the EU

The Cabinet had amended my motion along these lines so that the Council would merely note and monitor the impacts of Brexit. I proposed a new amendment 'that the Council lobbies Government to secure the trade, customs and migration arrangements with the European Union which will do least damage to the economy of Devon', but the Conservative Party voted en bloc against this.

I also challenged the Leader, Cllr John Hart, over his decision to block a Devon for Europe rally being held in County Hall grounds, without discussing with the organisers. I said that whether or not you agreed with this rally, allowing peaceful protest is part of democracy.

COUNCIL

District Councillors report 5/3/18

I have not attended any meetings at Sidmouth since the last Council meeting. I missed the last DMC meeting due to the attendance of another political meeting.

I have spoken with Brian Hensley at Devon County regarding the provision of a pedestrian crossing. After giving him a location, when asked, on Harbour Road he stated that Devon County have no resources for a crossing. I am still awaiting the request for a Traffic count from the Highways officer at the Traffic group meeting.

The biggest issue, by far, is the persistent Dog Fouling that takes place throughout Seaton. Seaton is popular with people bringing their dog/s down to the seafront from inland so we have lots of visitors. Now of year, we do not have Clive working on the seafront, town centre so the Dog mess he dealt with early in the day is there for all to see!

Trying to find out why EDDC have not renewed the Road sweepers contract for the summer. He is an asset to this town and I for one would not want to see him missing on the seafront & town especially with all the Dog fouling incidents!

I have already got a question down at the full council meeting on the 1st so I will be able to report EDDC's reply from Environmental Health. This morning reported 2 further cases of Dog fouling!

Still waiting for the Mud slip to be tidied up, by the Chine, and the graffiti at the back to be removed. The front is being painted.

Parking at the Primary school is starting to get worse again. Waiting to get some Cones from the Police, as requested, spoke to PCSO last week to remind.

I am still following up the transfer of Bus shelters with both EDDC & Devon County frustrated by the lack of response! I am also waiting for an answer to the Windsor Gardens transfer or not as the case may be. I am seeking a meeting with Cllr Geoff Pook, who chairs the Asset Management committee, to see if there is a way forward with both these items about to the District.

Cllr Peter Burrows

COUNCIL

Since the last update report the Town Clerk has the following update:

Events Officer

Juliette Williams started as the new Events Officer on 6th February and the Town Clerk has been working closely with Juliette to give her an induction and to help her get up to speed with priorities in terms of events for 2018

Council/Committee meetings

Following the departure of the Assistant to the Town Clerk have mostly been preparing agendas and committee reports for Council (x 1), Planning Committee (x 2), Finance Committee, Communities Committee and Estates Committee. Following attending these meetings the Town Clerk as written up the minutes and then worked on delivering the actions arising from Committee decisions.

Parishes Together

The Town Clerk submitted three applications to the Parishes Together fund and we now wait to receive notification from East Devon District Council as to whether they have been successful.

SeatonDevon.org website

The Town Clerk met with Blaze Concepts to discuss the SeatonDevon.org website. Training is being arranged for two members of staff so that the website can be update before being handed over to One Voice for them to then keep it updated.

COUNCIL

Devon County Council Consultation:
Traffic Sensitive Streets

Devon County Council has a legal duty to coordinate works activities on the road network. As part of this duty we can designate certain streets as 'Traffic-sensitive'. When a street is designated 'Traffic-sensitive', we can better regulate the flow of traffic by managing timing of road works, e.g. no works on Topsham Road, Exeter, during peak commuting times.

Our last full review was undertaken in 1994 and needs to be updated to ensure designations are fit for purpose and effective. The project works in line with our strategic objective in the Better Together vision, getting from A to B.

Our aim is to:

- To ensure all possible effects of road works are raised at an early stage in the planning process, considered, managed, and communicated effectively.
- To coordinate works and reduce impact on road users.
- Ensure safe and easy passage for road users on Devon's network.
- To meet statutory duties imposed under the network management duty.
- To help manage the balance of works in line with other events on the public highway e.g. local and special events.
- To ensure the effects of works on the local economy are minimised.
- To improve open communication and better planning between those wanting the work done, and Devon County Council.

N.B. This project is not aimed at prohibiting or limiting options for necessary works to be undertaken. It will provoke the necessary discussions to assess the best time to carry out works.

We have finalised the following categories for this review.

On main commuter routes.

- All Year, Monday to Sunday from 07:00 – 18:30
- All Year Monday to Sunday at peak hours – 07:00 to 09:30 and 15:30 to 18:30

On tourist routes.

- Easter and Summer – Monday to Sunday from 07:00 – 18:30

Some of the tourist routes warrant further protection in the off season periods.

- Non Seasonal peak (Outside of the Easter and Summer period) – Monday to Sunday – 07:00 to 09:30 and 15:30 to 18:30

Large events.

- This is dependant on the event in question. Examples are:- the Devon County Show, Great West Run and Sidmouth Folk Festival.

We are currently consulting with stakeholders, formal consultation is proposed for March 2018, further information will be provided for this in the form of maps.

Maps

These have been created by area to show the proposed traffic sensitive route. Please click on each link to see the map relating to that area. For urban areas there are more detailed maps.

Eastern – Whole Area

- [Eastern – Seaton Urban Area](#)

Exeter and Exmouth – Whole Area

Northern – Whole Area

- [Northern – Barnstaple Urban Area](#)
- [Northern – Tiverton Urban Area](#)

South Hams – Whole Area

- [South Hams – Dartmouth Urban Area](#)
- [South Hams – Salcombe Urban Area](#)
- [South Hams – Totnes Urban Area](#)

Teignbridge – Whole Area

- [Teignbridge – Newton Abbott Urban Area](#)
- [Teignbridge – Teignmouth Urban Area](#)

Western – Whole Area

- [Western – Bideford Urban Area](#)

An option to give feedback will be made available on this site from the 1st March 2018.

The consultation period runs from 1st March 2018 to 31st March 2018.

This also links into work we are undertaking on our resilience network. For more details on this please click [here](#).

COUNCIL

To finalise arrangements for the Annual Town Meeting on Thursday 19th April 2018.

Suggested format for the meeting

1. Welcomes and Introductions
2. Minutes of Annual Town Meeting
3. To receive the following reports:
 - Chairman/Mayor Seaton Town Council
 - EDDC Ward Members
 - DCC Member (may be problematic due to Purdah)
 - Town Council Committee Chairmen – annual report from each Committee
 - Police
 - Grant Recipients
 - TIC
 - Town Development Team
 - Chamber of Commerce/Town Traders
4. Public Forum – open questions from electors

Other ideas

Ask the public for any current issues that they wish to debate?

Neighbourhood Planning?

Action Plan for Seaton for 2018/19 onwards?

COUNCIL

Update on actions arising from previous meetings

Update on top priorities for Seaton Town Council

5 year financial plan

The budget for 2018/19 to 2022/23 was presented to Council on 15th January 2018 but the Council resolved to only agree the budget for 2018/19. To be further discussed at a future meeting of the Finance Committee

Marketing and Events Contractor

One Voice were appointed by the Council to the role of Marketing Contractor and have been in post since 1st January 2018.

A new Events Officer has been appointed and Juliette Williams commenced employment with the Council on 6th February 2018.

This has now been delivered and will now come off this list

Marshlands

The plastering work has almost been completed in the other part of the building.

The boiler replacement and window replacement will take place in the next 6-8 weeks.

A report will go back to the next Estates Committee meeting in March to look at options for the marketing and promotion of Marshlands going forward for both the offices and function room.

Town Centre Signage

An application was submitted to the Parishes Together for the Tourism signage project and we are just awaiting the outcome

Seafront Enhancement

A working group is being set up to look at funding opportunities for the Seafront Enhancement project. The Town Clerk has written to the Leader at EDDC and asked for two Portfolio Holders to be part of the working group. The Town Clerk is also investigating the sources of funding that are available to the Town Council to make potential bids to.

Communication

One Voice have drawn up communication strategies and plans for marketing and promoting the key projects and messages of the Council in terms of events, etc.

The Town Clerk is in the process of drafting a communication strategy of items that should be communicated to the public i.e. meetings information, road closures, etc.

Other Updates

Improving the vitality of the Town Centre

Update: a resolution was made at the last Council meeting so this can come off the actions arising list until 2019/20

Proposal from Environment Agency to widen the gate at Fisherman's Gap

Update: No further update from the Environment Agency.