



**Minutes of the Meeting of the  
Community & Open Spaces Committee  
Monday 22<sup>nd</sup> January 2018**

**Present:**

**Chairman** Cllr. P. Burrows

**Councillors** M. Hartnell, K. Rye, H. Sanham, R Webster

**In attendance:** Town Clerk

**100. Apologies for absence**

The Committee noted and accepted apologies from Cllrs Chadwick, Pigott and Rowland.

**101. Declarations of Interest**

Cllr Burrows declared a personal interest in his role as an East Devon District Council (EDDC) Councillor.

Cllr Hartnell declared a personal interest in his role as an EDDC Councillor

Cllr Hartnell declared a personal interest as a local business owner

Cllr Webster declared a personal interest as a local business owner and exhibitor at the Art@Jubilee events

Cllr Rye declared a personal interest as an exhibitor at the Art@Jubilee events

**102. To agree the minutes of the Extraordinary meeting held on Monday 20<sup>th</sup> November 2017**

The Committee **RESOLVED** to agree the minutes of the meeting on Monday 20<sup>th</sup> November 2017.

(moved by Cllr Sanham, seconded by Cllr Burrows)

**103. Public Question Time**

There were no members of the public present.

**104. Artisan Markets and Art@Jubilee for 2018**

Discussion took place around:

- The fact that the Art@Jubilee events would be held on the same day as the Artisan Markets but that the timings would be staggered so that the Artisan Market runs from 10am to 3pm and Art@Jubilee runs from 11am to 4pm
- The paperwork for traders had been reviewed and amended to make it more succinct

- The need to investigate the costs of procuring new gazebos or a marquee and to bring a report back to the Committee's next meeting

The Committee **RESOLVED** to note the report outlining the dates and times of the Artisan Markets and Art@Jubilee for 2018  
(moved Cllr Hartnell; seconded Cllr Burrows)

### **105. Christmas Light Switch on 2018**

The Committee **RESOLVED** that Cllr Burrows liaise with the organisers of Seaton Carnival regarding dates for the carnival and that the switch on event be either Friday 7<sup>th</sup> December or Saturday 1<sup>st</sup> December depending on their plans  
(moved Cllr Sanham; seconded Cllr Hartnell)

### **106. Big Clean 2018**

Discussion took place around:

- The need to sort out logistics from our perspective i.e. areas for groups of volunteers to focus on
- The need for more litter pickers from EDDC
- Seeing if we could obtain a loud haler for use on the day

The Committee **RESOLVED** to agree that the Big Clean take place on Saturday 10<sup>th</sup> March 2018.  
(proposed by Cllr Hartnell, seconded by Cllr Sanham)

### **107. Marketing Contract update**

The Town Clerk updated the Committee in respect of the new marketing contract which started on 1<sup>st</sup> January 2018.

Discussion took place around:

- The website and the fact that it needs to be updated. The Town Clerk to meet with Blaze Concepts to discuss further
- The number of social media accounts and how to streamline these to make it more effective and efficient

The Committee **RESOLVED** to merge all of the current social media accounts into one called #VisitSeaton  
(moved Cllr Hartnell; seconded Cllr Rye)

### **108. Parishes Together Funding**

The Town Clerk updated the Committee in respect of the funding application for Parishes Together. The Council agreed on 2<sup>nd</sup> January 2018 that an application be made for the Tourism signage project. The Town Clerk confirmed that this left an amount of money available for further project(s).

Discussion took place around:

- Production of the business map with Colyton and the likely cost of design and printing being circa £730

- The production of a leaflet on the Undercliffs (walking to the Undercliff) as the Tourist Information Service are asked regularly for information on local walks. The potential cost of designing and printing a leaflet likely to be circa £500
- The purchase of a marquee or gazebos for growing the Market and the potential to work with Axmouth, Beer and Colyton

The Committee **RESOLVED** that the Town Clerk investigate the costs of these projects and submits applications to Parishes Together as appropriate (moved Cllr Burrows; seconded Cllr Sanham)

**109. Seaton in Bloom/South West in Bloom 2018**

The Chairman confirmed that he was speaking to a colleague from Beer to discuss the portfolio requirements for South West in Bloom.

The Committee **RESOLVED** to note Cllr Burrows update and that he was leading on South West in Bloom (proposed by Cllr Burrow, seconded by Cllr Hartnell)

**110. Update on actions arising**

**Town Guide:** It was confirmed that the Town Guide has been produced and is currently going through the printing process

**Heritage Trail Application to AONB sustainable development fund:** Cllr Sanham confirmed that she would call the contact to ensure that the application is considered as soon as the new financial year begins

**Floral arrangement at Windsor Gardens to commemorate World War 1:** The Town Clerk to write to the RBL to ask them for a contribution to the cost of the arrangement

**Beacon for commemoration of World War 1:** To look at the details on the National Association of Local Councils website and to report back to the Committee with potential locations i.e. St Gregory's

**Tour de Coast:** The Town Clerk to notify the organisers that we have some funds to contribute to the project and to provide suggestions as to local philanthropists and businesses that may also be approached for a contribution

**Maps for car parks:** Cllrs Rowland and Sanham walked around the town with the signage company and signs will go in the Orchard Road car park, at Fisherman's Gap, Beach Road and on the wall of the public toilets by the Tramway

**Seaton Town Development Team:** The Town Clerk to contact Axe Valley Runners re the events for the Grizz Fest on the 17<sup>th</sup> March 2018

**111. Confidential Item**

Cllr Burrows 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 13 as there was likely to be disclosure of confidential information as matters were being discussed relating to commercial sensitivity.

**112. One Voice Contract**

The Committee **RESOLVED** to agree the contract with One Voice and that the Town Clerk sign it as the Council's Proper Officer.  
(moved Cllr Burrows; seconded Cllr Webster)

The meeting ended at 20.45

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

**Date:** \_\_\_\_\_