



## Minutes of the Communities Committee Meeting on Monday 23<sup>rd</sup> September 2019

**Chairman:** Cllr Sanham  
**Councillors:** Rowland, Ledger, Singh, Haggerty and Antoniou  
**In attendance:** Admin & Finance Officer  
One member of the public present.

**69 Apologies for Absence**  
Cllrs Beer and Davies

**70 Declaration of Interest**  
Cllr Rowland declared a personal interest as Councillor with East Devon District Council (EDDC)  
Cllr Ledger declared a personal interest as Councillor with East Devon District Council (EDDC)

**71 Minutes of the previous meetings**  
The Committee **RESOLVED** to approve the minutes of the meeting held on Tuesday 27<sup>th</sup> August 2019.

**72 Coach Friendly Seaton**  
Cllr Del Haggerty explained there were no further updates following his latest communication and that his update will be an agenda item at Full Council on 7<sup>th</sup> October. Cllr Rowland informed the Committee that EDDC are holding a cabinet meeting to discuss car parks and coach parking in Seaton could be part of these discussions.

**73 Christmas**  
Phil Tuckley has started the audit on Christmas lights. The Chair informed the Committee that local businesses and residents would like to have the pyramid lights on the roundabout at Fisherman's Gap again. Munchkins pony charity has confirmed they can attend with two ponies and Queen Street will be closed as part of the event road closure.

The Committee **RESOLVED** to have the Seaton Eats Boutique at Windsor Gardens and a Festive Artisan Market also at Windsor Gardens. There will be a Victorian themed Artisan Market the following Saturday 7<sup>th</sup> December at Windsor Gardens.

**ACTION** Hester to find the LITE Christmas Lights contract, make contact with and reserve Andrea the PA / Sound Engineer, and source a chestnut roasting machine.

**ACTION** Cllr Sanham to contact Manor Farm regarding Pet's Corner and confirm availability of the popcorn machine.

**ACTION** Cllr Singh to commence as soon as possible with the Christmas questionnaire to be sent to all local businesses.

It was **RESOLVED** that Cllr Ledger would arrange for the staging at no cost.

#### 74 **VE Day**

The Committee **RESOLVED** to set the budget for VE Day 2020 in the new financial year. Cllr Rowland congratulated Cllr Davies for all his hard work and efforts in pulling together the itinerary for this event.

Cllr Rowland **PROPOSED** and the Committee **RESOLVED** to use the current 2019/2020 Events budget for financial deposits to reserve the musicians etc.

#### 75 **Budget**

The budget to date was not available so this item was deferred to the next meeting. The Chair asked Cllrs to consider items for inclusion in the draft budget 2020/21 such as an Ice Rink for Christmas, and to consider allocating funds for replenishing materials for the snow & flood warden.

#### 76 **Town Maintenance Reports**

Cllr Ledger emphasised his support for the traffic light system style of reporting issues within the playparks and congratulated Phil on his proficiency. The Committee **RESOLVED** to continue to use the traffic light colour coded recording system.

The committee discussed the Amber alert items requiring attention and **RESOLVED** to repair as many areas as possible before the start of next season.

The committee **RESOLVED** to agree that the town Clerk can authorise playpark repairs up to £500 without bringing to the Committee for approval.

**ACTION** Hester to determine the type of special paint used on the metal play equipment, to obtain two more Tree Surgery quotes and to chase up HAGS regarding the Lillie Basket repair.

The Committee **RESOLVED** to instruct Phil to replace the rubber matting at the bottom of the slide and to repair the picnic benches and tables as soon as possible.

The Committee would like to formally thank Phil for his meticulous recording of playpark issues.

#### **77 Running Trails**

The Committee reviewed the brief of the Running Trails in Seaton and suggested that the routes could be amended to become circular routes as opposed to re-tracing steps. The committee **RESOLVED** to agree the Running Trails in principle, the Chair will update the Committee with further information at the next meeting.

#### **78 Travel Guide Advert**

The Committee reviewed the Council's current advert in the Travel Guide and **RESOLVED** to advertise in the re-print but with the following amendments :-  
To have two full pages as one big advert spread across two pages  
To refresh the text in the first paragraph  
To update all the photos with the latest images and captions beside them  
To ensure the advert includes script about the Underfleet, Park Runs, Jurassic Adventure Golf, Jurassic Play Park, Seaford Gardens, the Wetlands, the Grizzly Run, Cycle Fest and the cleanest beach awards.

The Committee **RESOLVED** to instruct One Voice Media to undertake the improvements to the advert and for the Committee to approve the amendments via email. The deadline for copy is 1<sup>st</sup> October 2019.

#### **79 Town Guide**

The closing date for tender applications is Friday 4<sup>th</sup> October. The Committee **RESOLVED** to include provisions for the 2020 Town Guide to be on the agenda at Full Council on Monday 7<sup>th</sup> October.

#### **80 Cycle Fest**

One tender application had been received for the delivery of the Cycle Fest Annual Event for 2020/21/22. Another enquiry went to the Town Clerk but the company did not submit their tender and the Committee raised questions around the timescale for the application deadline and also the amount of financial information given to prospective applicants regarding sponsorship led income and a budget for delivery of the event(s).

After discussion, the Committee **RESOLVED** the following points :-

- To go back to the tender that has been received and ask for clarification on certain financial information regarding revenue streams and income growth.
- Will there be an increased cost to Seaton Town Council year on year for the full three year contract?
- Contact the other Company again and ask if they are still interested in submitting a tender and give a deadline for their response.

The Committee **RESOLVED** to meet on Monday 30<sup>th</sup> September 2019 at 6.30pm for an extra Committee meeting to discuss the Cycle Fest contract.

The meeting ended at 21.00 hrs

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

**Dated:** -----