



Minutes of the Communities Committee Meeting on Tuesday 27th August 2019

Chairman: Cllr Sanham
Councillors: Beer, Davies, Haggerty, and Rowland
In attendance: Admin & Finance Officer
Two members of the public present.

50 Apologies for Absence

Cllrs Antonio, Ledger and Singh.

51 Declaration of Interest

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

52 Minutes of the previous meetings

The Committee **RESOLVED** to approve the minutes of the meeting held on 29th July 2019 after amending item 43 to read "Cllr Singh agreed to undertake the Christmas survey".

53 Public Question Time

No questions from the public.

54 Christmas

It was noted that the hire of an Ice Rink is not possible this year and it was unlikely that the Ukelele Band can perform this year.

The Committee **RESOLVED** to adopt the current suggested programme and to include a "Pets Corner" to be set up at the lower end of Queen Street.

ACTION Cllr Singh will use this programme as a basis for the Survey to take to local businesses.

ACTION Cllr Sanham to ask The Seaton Lions for the use of their popcorn machine, to contact Manor Farm for volunteering any of their animals for Pets Corner, to research the cost of candles and to make enquiries as to whether Seaton Eats would be attending .

ACTION Hester to investigate the hire of a chestnut roasting machine and to contact the Muchkins charity to invite them to bring two ponies along for the Pets Corner.

The Committee **RESOLVED** to keep the same format with two real Christmas Trees.

ACTION Hester to ask Phil Tuckey to perform an audit of all the Christmas lighting.

ACTION Cllr Sanham to obtain a quote from RBS for the staging

ACTION Hester to obtain a quote and reserve Andrea the sound engineer for the PA system.

All to feed back on progress at the next Committee meeting.

55 Town Guide 2020

It was **RESOLVED** to use the same format as last year for putting out to tender; to ensure that the town map is updated and a coach route included; to direct contractors to the Town Council website to view the current town guide format on which to base their quote, all tenders to be received no later than midday on Monday 30th September 2019.

56 Cycle Fest

Cllr Haggerty proposed a three-year contract for the delivery of the Cycle Fest event as a stand alone annual event. The Committee **RESOLVED** to tender for a contractor to organise the Cycle Fest event on a three year contract as a two-day event with a family fun day on the Saturday and the professional racing on the Sunday; to undertake all marketing; website management and organise a market for both days. Seaton Town Council will continue to undertake the event logisitcs such as road closures etc.

ACTION Cllr Sanham to write the advert inviting tenders with a closing date of midday on Wednesday 18th September 2019 for applications. On receipt of tenders a working party will be set up to consider the applications. The working party will also deliver a questionnaire to all local businesses asking for their input on the Cycle Fest event.

57 Great British Holiday Magazine

The Committee reviewed the brief for advertising in the above publication and **RESOLVED** to decline the offer of advertising.

58 Tour De Coast Daymarks

Cllr Sanham advised the Committee that she had been in touch with the organisers of this coastal tourism project with a view to moving it forward. The Council has budgetted £5,000 towards the £6,500 cost of installing a daymark in Seaton.

It was **RESOLVED** that Cllr Sanham should contact Marical Boo at Tour De Coast to enquire about progress on matched funding, and whether a site survey should be undertaken.

59 Monthly Playpark Inspection Reports

The new traffic light warning system was discussed and it was agreed this does not indicate how urgent an item needs repairing. It was **RESOLVED** that the form should be amended to include an action column, timescale and date completed.

ACTION Cllrs Sanham and Davies to go through all the Amber coloured items on the list with Phil Tuckley to start prioritising repairs.

ACTION A letter to the MD at HAGS needs to come from Seaton Town Council with a formal complaint and promise of further action if HAGS do not rectify the fault with the Lillie Basket play equipment.

ACTION Hester to get three quotes from Tree Surgeons to undertake the remedial tree work that needs doing urgently in both playparks.

ACTION Cllr Sanham and one other Cllr to inspect trees on the boundary with the Primary School at Elizabeth Road, to clarify ownership.

60 Budget to Date

The Committee reviewed the budget report for Communities and agreed the report was not detailed enough therefore **RESOLVED** to defer this item to the next meeting. Cllr Sanham asked all Committee members to start considering items for inclusion in next year's budget as this will be an agenda item next month.

61 VE Day

Cllr Davies read out a report of his findings and costings for various activities to take place over the three day event based on a draft itinerary he had prepared. The committee **RESOLVED** to include a budget for VE Day celebrations in next year's budget. Cllr Davies to update the committee next month on the progress of organising this event.

62 Dog Signage on Seafront

Cllrs Sanham and Ledger met with Peter Blyth from EDDC and surveyed the dog signage on the seafront. Various suggestions were made and Peter Blyth will write a report of recommended changes for STC to approve.

63 Contracting of Artisan Markets

The Committee discussed the option of using a Market Manager to manage all aspects of the Artisan markets next year, with the exception of invoicing which will be done by the office. It was **RESOLVED** that a tender should be drawn up for a market manager. **ACTION** Cllr Sanham to research details for a tender and bring back to the Committee.

64 Coach Friendly Seaton

Cllr Haggerty said that he had recently been monitoring the number of coaches visiting local towns but bypassing Seaton. He will report back further at the next Committee meeting on his findings when he also hopes to be in receipt of the survey that John Burch at CPT had undertaken on Seaton.

It was **RESOLVED** that discussions would need to take place with residents in the vicinity of the coach park should plans for Seaton to be awarded Coach Friendly status progress.

65 Seaton in Bloom

Hester confirmed that the Seaton in Bloom awards presentation for winners has been organised and is going according to plan.

66 Proposed New Green Roof for Bus Shelter

In the absence of Cllr Ledger this item was deferred to the next meeting.

67 Ownership of Lampposts

Cllr Rowland advised that he was awaiting clarification from EDDC on which lamp posts they owned and maintained.

68 Resurfacing of the Picnic Area at Seaton Down Hill

It was noted that one quote had been received to resurface the picnic site at Seaton Down Hill. It was **RESOLVED** that Hester should obtain two more quotes.

The meeting ended at 21.10 hrs

Chairman: _____