



Minutes of the Communities Committee Meeting on Monday 28th October 2019

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

C&OS/81 Apologies for Absence
Cllrs Rowland and Davies

C&OS/82 Declaration of Interest
Cllr Ledger declared a personal interest as Councillor with East Devon District Council (EDDC)

C&OS/83 Minutes of the previous meetings
The Committee **RESOLVED** to approve the minutes of the meeting held on Monday 23rd September 2019 provided the public questions were added.

C&OS/84 Public Question Time
Peter Burrows reminded the Chair of the committee that he has not received a response to his question at the C&OS meeting on 4th July regarding the approval of the minutes taken on 26th November. The Chair agreed to look into the matter and respond.

Peter Burrows questioned the Committee about the Jurassic Coast Plan. The Chair confirmed this has not been discussed at Full Council yet.

Peter Burrows asked at which Full Council meeting was the CycleFest three year contract discussed?

C&OS/85 To Receive an Update on Christmas Switch-On Event and Agree Final Arrangements
Cllr Antoniou reported he had been in contact with approximately 95% of the Town's shops and local businesses of which most will be open late on 30th November and will be offering hospitality and free competitions.

Cllr Ledger confirmed they are providing the stage free of charge, but the Council need to submit the pavement licence to Devon County.
The Committee **RESOLVED** to publish the Christmas Itinerary in the same advertising space as last year in the local paper.
The Committee **RESOLVED** not to use Thury Harcourt as a backup venue for the Market and Seaton Eats Boutique in the event of inclement weather.

C&OS/86 To Note Audit of Christmas Lights and Agree Purchase of Additional Supplies as Necessary

The Chair confirmed this year is the third and final year of the contract with the lighting company, LITE. Phil has requested new light bulbs, extra lights for the top of Queen Street and Fisherman's Gap Roundabout, and extra lights for the Christmas trees and the stage. The Committee **RESOLVED** that the Chair of C&OS and the Chair of Finance & GP will agree the cost of the extra lights and delegate to the Clerk to purchase.

The Committee **RESOLVED** to allocate the cost of extra lights to come from reserves and not the Christmas budget.

C&OS/87 To Consider and Agree Use of CIL Funds

Cllr Ledger confirmed the figure available is £16,000. Cllr ledger **PROPOSED** on behalf of Cllr Marcus Hartnell that some of this funding is used to provide a water bottle re-filling station on West Walk near to the ice cream kiosk.

Cllr Ledger **PROPOSED** a public consultation to find out how the Community would like to spend the funding.

The Committee **RESOLVED** to start a public consultation via social media channels followed up with an advert in the local paper with a multiple choice questionnaire.

C&OS/88 To Consider A Request to Install a Memorial Bench at Seaton Down Hill Picnic Site

The Committee **RESOLVED** to permit the family to purchase a bench for the picnic site and the Council will maintain the bench until such time that it needs replacing. Cllr Ledger recommended Hester contact Beer Parish Council as they have recently installed a new type of bench. **ACTION** Hester to liaise with the family and Beer Parish Council to organise the new bench.

C&OS/89 Town Guide

The Committee **RESOLVED** to use the A5 size and to print 20,000 copies. Cllr Sanham confirmed the Council owns all the Copyrights. The Committee discussed the distribution of the Town Guide in 2020 and **RESOLVED** to obtain three quotes from different distribution companies. **ACTION** Hester to obtain quotes from Take One Media, South West Distribution and Westward Marketing.

C&OS/90 Budget 2020/2021

The Committee discussed budget matters and the Committee **RESOLVED** to allocate £300 to the Party in the Park event organised by Sharon Bruce. The Chair recommended the following items for consideration in the 2020/2021 Budget:

- Increase the Town Guide budget
- Include a separate code for Contractor in the CycleFest budget
- Set aside budget for the Christmas Ice Rink
- To still include budget for Snow Warden
- To consider increasing the Grounds Maintenance budget
- To consider a budget for the portable TIC project
- To consider any items that can be removed from the budget, i.e. not applicable anymore

The budget needs to be prepared and ready to take to Full Council in December in time for precept allocation in January.

C&OS/91 Play Park Inspections

No new issues or problems reported. Hester confirmed that HAGS have been chased up again regarding the Lillie Basket in the Underfleet play park.

C&OS/12 CONFIDENTIAL ITEMS

C&OS/13 To Note Updates and Review Quotations for Tree Works at Elizabeth Road and Underfleet Play Parks and to Agree a Contract

Two quotes had been received but were not comparable. The trees that need work are T181 in Elizabeth Road and trees T182, T183 and T184 on the Underfleet. The Committee **RESOLVED** to delegate to the Clerk that both contractors are asked to submit new quotes based on the above information.

The meeting ended at 20.10 hrs

Chairman: _____

Dated: -----