



**Minutes of the Seaton Town Council Meeting
On Monday 7th October 2019**

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Present

In the chair: Cllr K Beer

Councillors: T Antoniou, D Haggerty, D Ledger, S Read, J Rowland (Vice Chairman),
J Russell, H Sanham, M Shaw, A Singh and D Squire

Officers: Admin Officer Stephanie Hidson-Jones

Public: Cllr Geoff Pook (EDDC), Richard Drysdale (Manager of Seaton Jurassic) & 8 members of the public

Before the start of the meeting Cllr Ken Beer, Chairman of Seaton Town Council presented grant cheques to Mrs Joyce West of the Devon Voice Magazine, the Axe Valley & West Dorset Ring & Ride Service and TRIP Community Transport.

117. Apologies for absence

The Council received and accepted apologies from Cllr Gwyn Davies

118. Declarations of Interest

Cllrs Rowland and Ledger declared personal interests as Councillors with East Devon District Council (EDDC)
Cllr Shaw declared a personal interest as a Councillor with Devon County Council (DCC)
Cllr Sanham declared a personal interest in agenda item 22 as a volunteer with Seaton Jurassic

119. Minutes

The Council **RESOLVED** to approve the minutes of the Council meeting on Monday 2nd September 2019
(moved Cllr Rowland; seconded Cllr Ledger)

The Council **RESOLVED** to approve the minutes of the Extra Ordinary Meetings on Monday 12th & 19th
August 2019
(moved Cllr Haggerty; seconded by Cllr Shaw)

The Council **RESOLVED** to approve the minutes of the Extra Ordinary Meeting on Thursday 19th September
2019
(moved Cllr Read; seconded by Cllr Haggerty)

120. Chairman's Report

The Council **NOTED** the Chairman's Report
(moved Cllr Beer)

121. Public Question Time

Mr Mark Somers spoke regarding the clarification of dogs on the beach. He said the signs were poor and were not clear as to when dogs were allowed/not allowed on the beach. Cllr Beer responded saying it was something which had been discussed at great length by the Town Council and also at East Devon District Council. Cllr Dan Ledger, District Councillor for Seaton, said that he had met with the Beach Safety Officer at the district council and signage was one of the main problems at Seaton. The district council are currently doing a new signage programme across East Devon. They finished Exmouth a couple of weeks ago, they are then moving onto Budleigh Salterton and then Seaton will be the next town. The Beach Safety Officer assured Cllr Ledger that new signage will be in place for the whole length of the Esplanade at Seaton hopefully before Easter next year, but in time for the start of the summer season. The new signage will better clarify to people and be more understandable when dogs are allowed/not allowed on the beach. The Chairman thanked Mr Somers for bringing this to the attention of the Town Council.

Mr Peter Burrows asked whether the Town Council was going to pursue getting a replacement Dog Warden. Cllr Beer replied saying there were no plans to get another Dog Warden as there were messages coming from both the district and the county council that there will not be a problem in the future with dogs on beaches. It is also difficult to manage.

Mr Burrows invited all Councillors to come along to the Beach Clean that the Plastic Free Seaton group, with support from Surfers Against Sewage, are having on Saturday 19th October 2019 from 10.30am to 12.30pm.

Mark Somers asked whether the Town Council was aware of its low profile in the town and was there some way that this could be addressed as particularly among young people they are not aware of the Town Council and what it does. The Chairman replied that he would like to see more people attending the Council meetings, Cllr Beer thanked Mr Somers for raising this with the Council.

122. Police Report

The Council **NOTED** the Police Report
(Moved by Cllr Beer)

123. County Councillor Report

Cllr Shaw's report had been circulated to Councillors ahead of the meeting.

Cllr Shaw spoke saying he had submitted a motion concerning the Fire Service changes at a meeting of Devon County Council on 3rd October, but the Conservative party voted en bloc not to discuss the motion. Cllr Shaw said that consultation had concluded and the Fire Service were going to analyse the consultation and come to their conclusions and submitted those to the Fire Authority. They were going to meet on the 8th November, but that has been put back to 18th December.

Cllr Shaw reported that he had sat in on a meeting about the cycle route through Seaton Wetlands between the landowner and the county council. He reported that things are moving on the missing section of the cycle route and he was hoping to have further news before too long.

The Council **NOTED** the County Councillor Report
(moved Cllr Beer)

124. District Councillor Reports

The Council considered Cllrs Rowland and Ledgers' reports.

- Cllr Rowland reported that at the last Cabinet meeting at East Devon District Council they approved a 12 month trial of free coach parking in Seaton Jurassic coach park starts with immediate effect and the statutory advertisement and consultation procedures required to make changes to the East Devon District Council (Off-Street) Parking Places Order 2008 (as amended) be actioned with a view

to changing the tariff in those high demand car parks identified in the report from £1 to £1.20 per hour. These decisions are likely to be 'called in' to be reviewed at a Scrutiny Committee meeting.

- The consultation for the taxi rank sited at Marine Place to be moved to Castle Hill would be considered at the next EDDC Licencing & Enforcement Committee meeting on 16th October.
- £2.200 of developer contribution monies due to Seaton are going to be paid soon to the Town Council. The Town Council will need to consider how this money could be used to benefit the town.

Cllr Geoff Pook reported that the Cabinet felt the increase of car parking charges by 50p was too much and agreed on a 20p increase. Car parking charges have not been increased since 2010 and if the district council do not get a sufficient revenue from car park charges the only other revenue of income is from the Council Tax. Cllr Pook said the decision of the Cabinet on the increase in car parking charges would be going to a meeting of the Scrutiny Committee where he very much hoped the free coach car parking for Seaton will be passed by the committee.

Cllr Beer thanked the four district councillors for their reports.

The Council **NOTED** the District Councillor Reports

(moved Cllr Beer)

125. Reports from Representatives on Outside Bodies

Cllr Rowland's report on Seaton Area Health Matters had been circulated ahead of the meeting.

- Seaton Hospital is still open. It is the beds that have gone. Over 50 clinics operate from the hospital.
- Still awaiting the NHS Property Services valuations of the site to ascertain its value.
- The survey regarding the future of Seaton Hospital and local health services is out for residents to complete. The questionnaire is available to complete online at: <http://seatonhealthmatters.co.uk/survey> as well as by paper.
- Cllr Rowland has arranged a meeting involving both Chairs of NHS Devon CCG and NHS Dorset CCG on 22 October in Lyme Regis and with representatives from Axminster, Lyme Regis and Charmouth in view of the common grounds agreed by the 4 groups that encompass an estimated population of 42000.

Cllr Beer thanked Cllr Rowland for his report and for his work on Seaton Area Health Matters.

Cllr Beer's report on the Local Action Group meeting held in September had been circulated ahead of the meeting.

- Discussion took place regarding developer contributions awarded and the carnivals to date.
- Much discussion was around the potential closures of fire stations and the way the questionnaire was put together.
- Discussion took place around defibrillators and the standardizing of operating numbers and the potential dangers.

126. Committee Meeting Minutes

The Council **RESOLVED** to adopt the minutes for:

(see website for the minutes):

- Planning Committee 27th August 9th September & 23rd September 2019
- Finance & General Purposes Committee 12th August 2019
- Communities and Open Spaces Committee 27th August and 23rd September

(moved Cllr Beer)

127. Verbal Report from the Tourist Information Centre

Richard Drysdale, Manager of Seaton Jurassic, gave a verbal report on the Tourist Information Centre. He reported that:

- Since his last report to the Town council in January the main Tourist Information board and leaflet area have been moved to the café. There is an Explore Seaton area at the entrance to the centre.
- More signage is needed to guide people to all the information available regarding Seaton and the local area and a few changes are required around public transport signage.
- In July to September there were close to 1.700 enquiries. 10% were via email and phone and the rest were enquiries to the front desk or TIC staff. There is one dedicated member of staff for the TIC, but other staff and volunteers also help.
- The TIC also sell parking permits, look after some of the beach huts for East Devon District Council, sell RADAR keys, sell tickets for various events and also answer queries on dogs and beaches.
- A 'What's Up diary' is delivered and keep up to date on a variety of information on such things as accommodation, where to eat, cash points, dog friendly attractions, cycling and fishing etc.
- There is now extra signage outside the centre and a sign on the front desk.
- The centre is open every day from Easter to Christmas Eve and then Friday and the weekends until February half term when the centre will open every day again.

Mr Drysdale thanked the Town Council and Councillors for their support.

- Cllr Rowland said that when visitors are crossing the Underfleet from the west car park there are no steps up over the bank by the pedestrian crossing. Could some steps be put in place to take visitors up the bank. Mr Drysdale replied saying there were steps proposed in the original planning application, however, the steps were not allowed due to the safety of children perhaps running down the steps and into the road.

Cllr Beer thanked Mr Drysdale for his verbal report to the Council.

128. Seaton Cricket Club

Cllr Beer reported that the club have been very successful this year going up a league. Cllr Beer had contacted the Chairman of the club about inviting the team along to the Council for a small reception.

129. Seaton Down Hill/Seaton Down Road Speed Limits

Cllr Shaw had circulated a report ahead of the meeting concerning speed limit within the town and a lack of safe crossings. Cllr Shaw reported that there had been a survey on Harbour Road concerning an extra crossing which residents feel is needed. The results of the survey will be known in due course.

There are many issues across the town and the policy context from the county council is changing to be more favourable to a reduction in speed limits in urban areas from 30mph to 20mph. Seaton Town Council could adopt as an aim reducing speed limits widely within the town from 30mph to 20mph. This will take time to achieve, but the Town council could begin the process of encouraging people to look at the relationship between speed, pedestrians and the road conditions.

Cllr Rowland declared a personal interest in this item as he is a member of the Seaton Down Hill Speed Watch team. Cllr Rowland said agreement had been obtained from the police that before the speed watch team could only operate from one site on Seaton Down Hill but can now operate from three sites in that area. If residents think they have a problem in the area they live in to report it to the police as the speed watch team can only operate in the area where they are authorised by the police.

The Council **RESOLVED** to adopt the recommendations in Cllr Shaw's report.
(moved Cllr Ledger; seconded Cllr Read)

130. Update on Priorities for Seaton Town Council 2019/2020

To receive an update progress report on the top six priorities agreed at the Seaton Town Council meeting on 3rd June 2019:

1. Progress the seafront enhancement scheme to start Phase 1 to secure the existing planning permissions and secure grant funding for subsequent phase by the end of the municipal year.
2. Start and complete the renovation and painting of street furniture, finger posts and bus shelters to complete by October 2019.
3. Ensure maintenance contracts are in place for Town Hall and Marshlands Centre by 31 July 2019.
4. Increase the number of hirers of facilities in Marshlands and that the remaining office space is rented out to increase income.
5. Ensure staffing levels are adequate to deliver the service expected and that Council websites and social media outlets are kept up to date.
6. Review the SLA with Devon Wildlife Trust for the Tourist Information Centre service by 24th June 2019 and make recommendations to Council on 1st July 2019.

Discussion took place around:

- Item 1 – Seafront Enhancement. The project is progressing, but still needs to be kept on the list.
- Item 2 – Renovation of street furniture, finger posts and bus shelters. Bus shelters and the finger posts have been completed. This could be changed to ‘Start and complete the renovation and painting of street furniture and lamp posts by October 2019’.
- Item 3 - Ensure maintenance contracts are in place for Town Hall and Marshlands Centre by 31 July 2019. Cllr Rowland asked that the working Party dealing with the Town Hall meet as soon as possible.
- Item 4 - Increase the number of hirers of facilities in Marshlands and that the remaining office space is rented out to increase income. This item could come off the list.
- Item 5 - Ensure staffing levels are adequate to deliver the service expected and that Council websites and social media outlets are kept up to date. This item to remain on the list.
- Item 6 - Review the SLA with Devon Wildlife Trust for the Tourist Information Centre service by 24th June 2019 and make recommendations to Council on 1st July 2019. This was being discussed later under Confidential Items. Keep item on the list for the time being. In future the Town Clerk could give an update on these items going forward.

131. Co-option of Cllr Singh to the Finance and General Purposes Committee

The Council **RESOLVED** that Cllr Singh and Cllr Antoniou be on the Finance and General Purposes Committee.

(moved Cllr Rowland; seconded Cllr Read)

132. Making Seaton Coach Friendly – Cllr Del Haggerty

Cllr Haggerty’s report on Making Seaton Coach Friendly had been circulated ahead of the meeting. Cllr Haggerty reported that he believed Seaton was now in a position to get an inspection to get the accreditation from The Confederation of Passenger Transport UK (CPT) to become a coach friendly town.

Cllr Haggerty was hoping to achieve the ‘Coach Friendly’ status without requiring any funding, but once the town had got the accreditation it would help to form a Working Party to progress this project.

Cllr Beer thanked Cllr Haggerty for his report and the work he is doing to make Seaton Coach Friendly.

133. Website Progress

The contract had been awarded to build a new website for Seaton Town Council and the town. The domain and hosting of the site is being prepared. The content and structure of content of the site needs to be finalised. It was hoped that the new website would be ready in about twelve weeks and before then a draft website should be available to Councillors to view and comment on, but information needs to be given to

the company building the website on what content needs to be put on before a draft website can be produced.

134. A Rural/Market Towns Group of the Rural Services Network

Cllr Shaw reported that the Rural Services Network are trying to develop a Rural/ Market Towns Group to involve a network of towns like Seaton to develop and influence policy on issues which affect the towns. The Rural Services Network are trying to promote towns like Seaton to link together and develop policy would benefit towns such as Seaton.

Cllr Shaw proposed that the Town Council expressed an interest in becoming part of the group.

135. Changes to the way Allotments are run – Cllr Dawn Squire

Cllr Squire reported that up until this year she would much of time dealing with the Allotments and she no longer has the time to devote to this. It has been discussed at an Allotment Meeting and a group of volunteer allotment holders have expressed an interest in running the committee with support from the Town Council office staff and Councillors.

The purpose of this volunteer group would be to review and monitor the status of the allotment plots using the BUG System (Bad / Unsure / Good) and to liaise with the office staff and to advise of any issues. This group would be supported with regular meetings with Cllrs Beer, Sanham and Squire.

Cllr Rowland thanked Cllr Squire for all the work she has done with the Allotments. Cllr Rowland proposed that the Council see a draft Terms of Reference that could be brought forward for approval at the next Full Council meeting.

The Council **RESOLVED** that a draft Terms of Reference for the running of the allotments is brought to the next full Council meeting for approval.

(moved Cllr Rowland; seconded Cllr Haggerty)

136. Confidential Items

The Chairman will move that in accordance with the Council's Standing Order 1 (c) press and public will be excluded from the meeting during the discussions of items 21 & 22 and on this agenda as there is likely to be disclosure of commercially sensitive confidential information.

137. Seafront Enhancement – Cllr Heather Sanham

To receive a report on tenders received to undertake Phase 1 of the Seafront Enhancement project; to award the contract and note next steps.

It was noted from the accompanying report that five companies had been invited to tender. Two companies had not responded and one had declined to tender. Two tenders had been received and were discussed.

It was unanimously **RESOLVED** to:

- enter into discussions on drafting a contract with Mac Construction
- seek a Highways small works tender contract template
- Cllr Rowland to continue to seek further updates on the likelihood of a further round of CCF

138. Tourist Information Centre Working Party

To receive a report from the Tourist Information Centre Working Party

It was noted that the current SLA with DWT ended on 31 October 2019. All improvements that had been requested following the extension of the contract by 8 months had been completed, ie:

Following the presentation by Mr Drysdale, Seaton Jurassic Centre Manager, earlier on in the meeting it was unanimously RESOLVED that :

1. a new Service Level Agreement be entered into between Seaton Town Council and Devon Wildlife Trust with effect from 1 November 2019
2. a quarterly report (January, April, July and October) to be produced by the Seaton Jurassic Centre management showing the Tourist Information Centre service results against agreed criteria and that a member of the management team attends the next Seaton Town Council Full Council meetings following the production of the report to give a presentation and answer any questions.
3. Seaton Town Council, at its annual budget planning exercise for the financial year 2020/21, consider the provision of touchscreen kiosks in the town centre.

Meeting closed at 21.10

Chairman: _____

Date: _____