



## Minutes of the Community & Open Spaces Committee Wednesday 3<sup>rd</sup> May 2017

### Present

**In the Chair:** Cllr Martin Pigott

**Councillors:** C Chadwick, J Rowland, K Rye, H Sanham,  
R Webster

**In attendance:** Marketing & Events Specialist  
Committee Secretary

**Apologies:** Cllr P Burrows, Cllr M Hartnell

**17/C&OS/088** **Declarations of Interest.**  
There were no declarations of interest.

**17/C&OS/089** **To agree the minutes of the meeting held on Wednesday 5<sup>th</sup> April 2017**  
Members **RESOLVED** to agree the minutes of the meeting held on Wednesday 5<sup>th</sup> April 2017.

**17/C&OS/090** **Public Question Time.**  
There were no members of the public present.

*Cllr. J Rowland left the room at 10.45am*

**17/C&OS/091** **General Update from Marketing & Events Specialist.**  
**Advertising:** the Marketing and Events Specialist will circulate a list of advertisements recently placed in local publications.  
**Easter Trail:** Members noted that Seaton Town Council's Easter Trail had to be postponed because it clashed with one being held by 'Pullman's View from Seaton'. Members agreed that Seaton Town Council's (STC) trail will now be held as part of Cycle Fest in June along with a window shop competition.  
**Seaton app:** Members noted that East Devon District Council Cabinet had approved STC's application for Parishes Together funding which will support the provision of an app. The Marketing and Events Specialist proposed a meeting with Members of the Community & Open Spaces Committee to consider options.

**PR for Skate Park and Mural:** The Marketing and Events Specialist asked for a progress update on lighting at the and the installation of the mural to arrange PR as soon as possible.

**Town Development Team (TDT):** The Marketing & Events Specialist reported a well-attended, extremely useful TDT meeting on Wednesday 26<sup>th</sup> April and will circulate notes of the meeting.

**Cycle Fest:** a good deal of work is in hand. The Events & Marketing Specialist is in touch with the 2016 winning cyclist to support PR and information is on the [seatondevon.org](http://seatondevon.org) website.

**Sea Moorings Project:** the Events and Marketing Specialist will forward Cllr. H Sanham a report produced by the TDT for consideration which offers 4 options for further consideration as part of the Seafront Enhancement Scheme. Members considered that this could form part of the funding application. Members acknowledged the considerable time and effort put in by the STDT on this project.

**Art at the Jubilee:** the first event in the year has been cancelled due to lack of take up and there are costs to the Council. Members discussed the future of the project with the possibility of running Art at the Jubilee alongside Artisan Markets. Members considered that Art at the Jubilee brings considerable benefit to the community and local artists and that cost is not the only factor in decisions. Cllr. H. Sanham proposed that Art at the Jubilee is held as part of the Cycle Fest in July and to try to encourage greater take up pending a review of the project in October.

(Seconded by Cllr M. Pigott)

Members **RESOLVED** to agree the proposal.

**Artisan Market:** members noted that there has still not been a response from East Devon District Council to STC's objection to increases in pitch charges. Officers were requested to follow this up as soon as possible.

**Cycle Fest:** the Marketing and Events Specialist has a considerable amount of work in hand including marketing and promotion. Members noted that the Council has public liability insurance.

**Seatondevon.org / Youth Section:** The Events and Marketing Specialist is in contact with established youth bloggers to provide more information for young people on [seatondevon.org](http://seatondevon.org). The cost is likely to be £400.00 for the start-up and £40.00 per month thereafter. Members discussed Safeguarding and if those approached for estimates will have their own insurance. The Events and Marketing Specialist will ascertain if they do. Members discussed if this is something which can be offered to a local student. Cllr. H. Sanham proposed that bloggers are considered on the basis that the chosen provider will post headline details of events with links to more detailed information with a review after 6 months.

(Seconded by Cllr R Webster)

Members **RESOLVED** that bloggers are sought on the basis that the chosen provider will post headline details of events with links to more information with a review after 6 months.

It was agreed that the Marketing and Events Specialist will circulate information from prospective providers.

Members **RESOLVED** to note the update from the Marketing & Events Specialist.

*Cllr. J. Rowland re-joined the meeting at 10.55am*

**17/C&OS/092**

**Update on actions arising from previous meetings.**

**Cycle Fest:** Members were advised that marshalling arrangements are in hand.

**Signage at Axminster Station:** The Events and Marketing Specialist is in contact with the company producing visuals towards further improvement before consideration by Members.

Members **RESOLVED** to note the update on actions arising from previous meetings.

**Town Guide Distribution:** Members noted that Cllr. M. Pigott will meet with Officers following this meeting to review distribution to date. Cllr. C. Chadwick volunteered to distribute copies of the guide to local shops. The Committee Secretary volunteered to distribute the guide in Axminster. Members **agreed** to meet immediately following this meeting to review distribution to date. Members noted that the Events and Marketing Specialist will ensure that advertisers have copies.

**Options for the future of STDT;** The Events and Marketing Specialist asked that future options include a Company Limited by Guarantee.

**Seaton in Bloom:** Cllr. J. Rowland reported on arrangements; the competition will be advertised in the press and on the STC website. The deadline for entries is 31<sup>st</sup> July. Judging will take place on Thursday 7<sup>th</sup> August with the winners' presentations on Friday 8<sup>th</sup> August between 6.30 and 7.30pm in Marshlands. The Judges will be STC's Mayor, Deputy Mayor and we hope the Council's Grounds and Maintenance contractor who will provide additional expertise.

**Christmas Lights:** Cllr. J. Rowland advised that power sources are still an issue. Cllr. J. Rowland proposed that a quantity of battery operated trees will be made available to go above shops, that there will be a natural Christmas tree in The Square, Fisherman's Gap and Windsor Gardens and that one set of lights is purchased to see how effective they prove.

(Seconded by Cllr. H. Sanham)

Members **RESOLVED** to agree the proposal.

**Around Seaton Heritage Trail:** Members agreed that STC's application for funding from the Organisations for Areas of Outstanding Natural Beauty (AONB) should be for the following:

- Heritage Trail map with a timeline incorporated.
- Orienteering

Members agreed that the two, new publications should both have the same corporate badging.

Cllr. H. Sanham volunteered to send Cllr. K. Rye and Cllr. R. Webster copies of existing information for review prior to the funding bid.

**National Play Day:** Members noted that arrangements are in hand.

**Town Crier Competition:** Cllr. M. Pigott is meeting with Seaton's Town Crier on 3<sup>rd</sup> May.

**Coach Park Clean Up:** Cllr. M. Pigott will provide photographs for onward transmission to East Devon District Council (EDDC)

**17/C&OS/093**

**Seaton Town Council Policy on advertising.**

Cllr. J. Rowland proposed that the draft policy, as provided to Members, be put before Full Council for further consideration.

*(Secoded by Cllr. M. Pigott)*

Members **RESOLVED** to agree the proposal.

*Cllr. H. Sanham left the meeting at 11.45am*

**17/C&OS/094**

**Proposals for spending approximately £2,000 of Section 106 monies on the Cycle Fest 2017.**

Cllr. J. Rowland proposed that STC applies to EDDC for £2000 of Section 106 funding to support the costs of Cycle Fest 2017.

*(Secoded by Cllr. C. Chadwick)*

Members **RESOLVED** to agree the proposal.

**17/C&OS/095**

**Proposals for Town Guide Photographer.**

Members discussed the best value for STC in terms of a day rate for photography or an annual fee. Members noted that STC has the copyright to all photographs arising which we can turn into an archive. Cllr. M. Pigott proposed that the Marketing & Events Specialist obtain three estimates from photographers with a proposed fee of £500.00 per year.

*(Secoded by Cllr. R. Webster)*

Members **RESOLVED** to agree the proposal.

**17/C&OS/096**

**To progress painting of Seaton Street Furniture and the painting of flower containers.**

Cllr. R. Webster volunteered to photoshop colours onto photographs of street furniture to support Members in reaching a decision on the

colour to be applied and will provide options to the next meeting of the Community & Open Spaces Committee.

Members that the Town Clerk will be asked to provide a list of tasks in hand with STC Maintenance Team in priority order.

Members agreed that Officers will contact EDDC StreetScene to request that rusting posts still in place in various locations in Seaton which are the responsibility of EDDC should be removed to improve Seaton's appearance.

**17/C&OS/097**

**Crazy Golf Competition 2017.**

Members noted the Cllr. M. Pigott is seeking to hold an Adventure Golf competition at the Adventure Golf site newly opened with different age group categories with the date to be confirmed.

Members discussed costs which might fall to STC in respect of the competition and that Leisure East Devon may be able to fund the competition. Cllr. J. Rowland proposed that STC holds an Adventure Golf competition provided it does not incur costs for STC and that EDDC should be approached for funding.

(Seconded by Cllr. K. Rye))

Members **RESOLVED** to agree the proposal.

**17/C&OS/098**

**To discuss a request from a member of the public to site a memorial bench in Seaton.**

Members noted that the applicant had proposed the Seafront as a first choice for the location of the bench and that if this remains the applicant's choice then she should be advised to apply to EDDC.

Alternatively, Cllr. J. Rowland proposed that STC advise the member of the public that a bench can be sited in Cliff Field Gardens at no cost to STC, that the bench must be made of plastic with a wood effect and that STC can provide the applicant with details of a supplier

(Seconded by Cllr. K Rye)

Members **RESOLVED** to agree the proposal.

**The meeting ended at 12.30pm**

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

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