



## Minutes of the Communities Committee Meeting on Monday 10<sup>th</sup> December 2018

### Present

**Chairman:** Cllr Sanham  
**Councillors:** Burrows, Chadwick, Ledger & Rowland  
**In attendance:** Town Clerk  
 Mr & Mrs Buckley

### 133. Apologies for Absence

Apologies were received & accepted from Cllr Rye.

### 134. Declaration of Interest

Cllr Burrows declared a personal interest as a Member of East Devon District Council (EDDC).

### 135. Minutes of the previous meeting

The Committee **RESOLVED** to approve the minutes of the meeting on Monday 22<sup>nd</sup> October 2018  
 (moved Cllr Rowland; seconded Cllr Sanham)

The minutes of the meeting on 25<sup>th</sup> November to be deferred to the next meeting

### 136. Public Question Time

There were no members of the public present

Cllr Chadwick arrived to the meeting at 7.05pm

### 137. Jurassic Coast Trust

The Chairman proposed, and the Committee agreed to suspend Standing Orders for this item of business

Sam Rose, Chief Executive of the Jurassic Coast Trust confirmed to the Committee that responsibility for the Jurassic Coast World Heritage Site had passed from Devon and Dorset County Councils to the Jurassic Coast Trust (JCT). The JCT had now taken on all roles including the publication of documents. The JCT are currently reprinting a number of publications including the Red Coast Revealed book, which is not a high volume seller and not commercially viable at the moment. Exmouth, Sidmouth and Budleigh Salterton Town Councils have all confirmed they are happy to contribute £750 and to have their name on the back of the book. The anticipated total cost is £3,300 for 2,500 copies. JCT are asking Seaton Town Council to contribute £750 towards the book.

Discussion took place around:

- Could the costs have been split pro rata based on the size of the Council as Exmouth Town Council have a much higher budget than ours
- How much coverage Seaton gets in the book. Mr Rose confirmed that Seaton got a lot of publicity in the book and probably more than some of the other locations due to Seaton Jurassic

The Committee **RESOLVED** to make a report back to the next Council meeting (moved Cllr Sanham; seconded Cllr Ledger)

### **138. Marketing Contract**

The Committee confirmed that further queries had been raised at the November Committee meeting in respect of the Ways of working Policy and that they require an update to come forward to the January 2019 meeting.

The Committee considered the Quarter 1 PR & Marketing Topline Plan and discussion took place around:

- Whether One Voice could work on the BBC for coverage of the Grizzly
- The need for One Voice to promote the Valentines event
- The need for One Voice to provide further information on how they plan to promote Seaton to walkers including details on publications and campaigns
- The need for the Committee to meet with the Grizzly Committee to discuss plans and for this meeting to take place before a meeting with One Voice

The Committee **RESOLVED** to note the Quarter 1 PR & Marketing Topline Plan (moved Cllr Rowland; seconded Cllr Sanham)

### **139. Promote Seaton Group**

The Committee considered the minutes from the last meeting of the Promote Seaton Group and discussion took place around:

- Concern regarding the local quarterly guide and how this links with the Town Guide

The Committee **RESOLVED** to note the minutes from the Promote Seaton Group (moved Cllr Sanham)

### **140. Velo Vintage Day**

Cllrs Sanham and Rowland updated the Committee that they had met with Alistair Cope to discuss Velo Vintage for 2019. The proposal for 2019 was to split the Velo Vintage day from the Cycle Fest weekend and that for 2019 it be held on Saturday 22<sup>nd</sup> June and the Cycle Fest race day would be on Sunday 7<sup>th</sup> July as previously agreed. The fee for 2019 would be £1,800. The day would have the theme of traditional seaside fun and the cyclists would finish in the town centre.

The Committee **RESOLVED** that the Velo Vintage day take place on Saturday 22<sup>nd</sup> June 2019 at a fee of £1,800. (moved Cllr Sanham; seconded Cllr Rowland)

### **141. Priorities for 2018/19**

The Committee considered the priorities report and discussion took place around:

- Priority 2 and why the Service Level Agreement for the Tourist Information Centre is in the plan
- Priority 2 and why Marketing is in this section
- The need for websites to be included in Priority 4
- To consider the options for setting the date for the Christmas Light Switch on in 2019 and the need to speak to the Carnival Committee regarding the date
- The need for the Town Clerk and Communities Committee Chairman to meet regularly with the Grounds Maintenance Contractor
- The need to look at Parish footpaths including the list of footpath wardens. The Committee requested that a list of footpaths be brought to the next meeting
- The need to obtain the quote for the Community Enhancement Fund before the application can be submitted

The Committee **RESOLVED** to note the Priorities Report  
(moved Cllr Sanham)

#### **142. Budget**

Discussion took place around:

- The need to have an analysis of the Harcombe invoices to clarify what has been spent on banners

The Committee **NOTED** the budget report for 2018/19  
(moved Cllr Sanham)

#### **143. Budget 2019/20**

The Committee considered the revised budget and discussion took place around:

- Agreeing the income figures as they stand, and as previously discussed
- The need to add in £5,000 for the consultation on the opening up of Fore Street to traffic
- Remove the budget on code 1502, summer activities

The Committee **RESOLVED** that the budget is sent to the Finance Committee as it is (subject to the above amendments).  
(moved Cllr Ledger; seconded Cllr Rowland)

#### **144. South West in Bloom**

Discussion took place around:

- Whether the Council wants to participate in South West in Bloom 2019
- The amount of work required in a short space of time before the next application and judging
- The need to have an action plan in place to fully consider the judges feedback

Cllr Burrows proposed that Seaton Town Council enter South West in Bloom in 2019.  
(seconded Cllr Chadwick)

The Committee voted against this proposal so the proposal was declared to have failed.

The Committee **RESOLVED** that an action plan be produced, taking into consideration the judges feedback from 2018, for entering South West in Bloom in 2020 and that a separate working party is set up to look at the action plan (moved Cllr Chadwick; seconded Cllr Ledger)

It was decided that the membership of the Working Party be determined at the next meeting of the Committee

#### **145. Party in the Park**

The Committee **RESOLVED** to support the Party in the Park event in 2019 as it did in 2018 with up to £500 from the events budget and use of the Council's gazebos, van and banners.

(moved Cllr Sanham; seconded Cllr Rowland)

#### **146. Grizzly 2019**

The Committee **RECOMMENDED** to Council that a sum of £300 is allocated from the Grants Budget to support the funding request from the Grizzly.

(moved Cllr Rowland; seconded Cllr Chadwick)

#### **147. Town Guide Distribution**

The Committee **NOTED** the update from Take One Media and agreed that distribution of the Town Guide 2019 be added to the next agenda

(moved Cllr Sanham)

#### **148. Update on Actions Arising**

Discussion took place around:

Seaton App – the need to chase Blaze for the testflight information

Websites – the business information needs to be populated on the SeatonDevon.org website

The Committee **RESOLVED** that One Voice Media and PR be asked to populate the business information on the website before Christmas

(moved Cllr Rowland; seconded Cllr Sanham)

Town Crier – the need to chase One Voice to publish the interview with Town Crier which was done before Christmas and also to contact the former Town Crier to see if he would be interested in continuing

Bus Shelters – the Town Clerk to do a walk around with the Town Maintenance Operative to review the condition of the bus shelters

#### **149. Confidential Items**

The Chairman moved, and the Council agreed, 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 18 and 19 on this agenda as there is likely to be a disclosure of commercially sensitive information

#### **150. Tree Risk Assessment**

The Committee **RESOLVED** that Advanced Arboriculture be awarded the work of producing a Tree Risk Assessment

(Moved Cllr Ledger; seconded Cllr Rowland)

**151. 90<sup>th</sup> Birthday Celebration**

The Committee **RESOLVED** that an afternoon tea party be held for Mr Gosling to celebrate his 90<sup>th</sup> birthday

(moved Cllr Rowland; seconded Cllr Sanham)

The meeting ended at 22.10pm

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

**Dated:** \_\_\_\_\_