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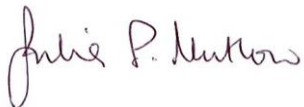
**To: All Members of Seaton Town Council
Meeting of Seaton Town Council
on Monday, 7 November 2022 at 6pm**

2 November 2022

You are hereby summoned to attend the above meeting to be held on **Monday, 7th November 2022 at 6pm, or immediately after the Planning Committee, whichever is the earliest**, at the Marshlands Centre, Harbour Road, Seaton EX12 2LT.

It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.



**Julia Mutlow
Town Clerk**

AGENDA

- 22/COU/01 Apologies for absence**
To receive any apologies for absence
- 22/COU/02 Declarations of Interest**
To receive any Members' declarations of interest in respect of items on the agenda
- 22/COU/03 Minutes**
To agree the minutes of the Council's meeting held on Monday, 3rd October 2022.
- 22/COU/04 Chairman's Report**
To note the report.

22/COU/05 Public Question Time

To allow any questions or reports from members of the public.

22/COU/06 County Councillor's Report

To note the report.

22/COU/07 District Councillors' Reports

To note the reports.

22/COU/08 Town Clerk's Report

To receive an update on the Council's ongoing work. It is **RECOMMENDED** that Members note the Town Clerk's Report.

22/COU/09 Committee meeting minutes

To receive and note the minutes of the following committee meetings:

- Planning Committee – 3 October 2022
- Finance & General Purposes Committee – 17 October 2022

22/COU/10 Update on the Tourist Information Centre

To note the update on the tourist information services

22/COU/11 Review of First Aid Station 2022 & Water Safety Pilot Proposal 2023

To receive a review of the First Aid Station 2022 and consider whether to implement a water safety information pilot scheme in 2023

22/COU/12 Report on the Council's vehicle

To consider options for the replacement of the Council's vehicle

22/COU/13 Update on youth provision work

To note the work done to date on research into youth provision in the town and recommendations as to how this might be progressed

22/COU/14 Report on proposed events for Seaton in 2023

To seek Members approval for the delivery of a series of events in 2023

22/COU/15 Play Park Inspections

To receive inspection reports on the Council's play parks

Confidential Items

The Chairman will move that, in accordance with the Council's Standing Order 1(d), press and public will be excluded from the meeting during the discussion of items 16, 17



Marshlands Centre, Harbour Road,
Seaton, Devon EX12 2LT
01297 21388
admin@seaton.gov.uk
www.seaton.gov.uk
Town Mayor: Cllr Amrik Singh
Town Clerk: Julia Mutlow

& 18 on this agenda as there are matters being discussed, which may include commercially sensitive information or personal data.

22/COU/16 Summer Beach School 2023

To provide a review of the Summer Beach School 2022 and make recommendations for extending Seaton Summer Beach School in 2023

22/COU/17 Town Hall Update

To provide and update on the town hall heating and associated update to the risk register

22/COU/18 Staffing

**Minutes of the Seaton Town Council ('the Council')
Meeting
on Monday, 3 October 2022**

Present:

Chair: Cllr Hartnell

Town

Councillors: K. Beer, P. Burrows, D. Haggerty, D. Ledger (arr.6.15pm) & J. Russell

Officers: Deputy Town Clerk and Facilities & Projects Officer

Public: Two members of the public were present including East Devon District Councillor Rowland (EDDC),

75. Apologies for absence

Apologies for absence were received from Cllrs. Wood, Steven, Bowman and Singh.

76. Declarations of Interest

Cllr Hartnell declared a personal interest as a Devon County and East Devon District Councillor. Cllr Ledger declared an interest as an East Devon District Councillor and an interest in the application for a community grant by Citizens Advice East Devon due to his association with the Chief Executive Officer of the organisation.

77. Minutes

Members **RESOLVED** to approve the minutes of a meeting of Seaton Town Council held on Monday, 3 September 2022. (proposed Cllr. Hartnell; seconded Cllr. Russell)

78. Chairman's Report

Members noted the Chairman's Report.

79. Public Question Time

A question was raised by one member of the public regarding the various developments in the town, in particular with regard to the area around the Moridunum.

A query was raised by EDD Cllr Rowland, regarding the membership and purpose of the Foreshore Working Group.

80. County Councillor's Report

Members noted the County Councillor's verbal report. In particular, Cllr Hartnell highlighted:

- an update on Devon County Council's financial position, details of which will be circulated in due course
- an update on the recruitment to the post of Devon County Council new Chief Executive
- a task group has been established to consider the issue of motorhome parking on a countywide level with a view to potentially implementing new measures in 2023

81. District Councillors' Reports

Cllr Rowland introduced his written report and, in response to a public question, highlighted progress on:

- the Seaton Quay development
- the outline planning application for Seaton Heights
- the sale of the Hook and Parrott site
- the inclusion of the Moridunum in the levelling up bid
- the future of the Jurassic Centre

Cllr Burrows requested an update on West Walk toilets. Cllr Ledger advised that the matter had been referred to the police. Cllr Beer queried whether there would be affordable housing available within the Seaton Quay development; Cllr Rowland advised that this would not be the case. Cllr Rowland was thanked for his report.

Cllr Ledger provided a verbal report and highlighted:

- the work taking place with the Food Poverty Group
- the winter pressures report due to be presented to Cabinet
- the official opening of Cranbrook town centre this week
- the affordable housing scheme due to be built in Honiton
- that Members familiarise themselves with the Local Plan prior to the consultation taking place before the end of the year

82. Town Clerk's Report

Members noted the Town Clerk's Report, as circulated with the agenda.

83. Committee meeting minutes

Members **RESOLVED** to note the minutes of the following committee meeting:

- Planning Committee – 5 September 2022
(proposed Cllr. Beer; seconded Cllr. Russell)

84. Update on Tourist Information Centre

Members noted the update and the significantly increased footfall since the move to the seafront. Cllr Burrows requested that thanks be minuted to officers for their hard work in delivering the tourist information service.

85. Seaton Hole Telephone Box

Members considered the proposal to renovate the decommissioned telephone box at Seaton Hole and use as an art gallery, in accordance with the details in the accompanying report, and subject to the replacement of the telephone box sign,

RESOLVED to:

- approve the proposed improvement works in principle
- approve the proposed use
- approve the proposed budget of £500

(proposed Cllr. Haggerty; seconded Cllr. Burrows)

86. Play Park Inspections

- Members noted the inspection reports on the Council's play parks and requested that new net supports be purchased for Elizabeth Road. (proposed Cllr. Ledger; seconded Cllr. Hartnell)

87. Community Grants

Members requested that, when responding to Citizens Advice East Devon, the Deputy Clerk acknowledge the Council's wish to work closely with them and for them to consider delivering a service from Marshlands, and **RESOLVED** to award a community grant of £1250 to Citizens Advice East Devon towards establishing a presence in Seaton. (proposed Cllr. Beer; seconded Cllr. Burrows).

The Chairman moved that in accordance with the Council's Standing Order 1(d) press and public be excluded from the meeting during the discussion of the following item due to its commercially sensitive nature.

88. Report on Marshlands

Members noted the report and **RESOLVED**:

- to approve the scope of works with the three options as detailed (proposed Cllr. Haggerty; seconded Cllr. Russell)
- to recommend to EDDC, that improvements to the first floor of Marshlands - in order to provide potential office space for local SMEs and CICs and enhancement of the centre generally as a space for community groups and events – would be a suitable project for funding from the Rural England Shared Prosperity Fund (proposed Cllr. Burrows; seconded Cllr Haggerty)
- subject to best attempts to obtain 3 quotations, to authorise officers to instruct agents to prepare a marketing report at a cost not exceeding £450 + VAT (proposed Cllr. Ledger; seconded Cllr. Haggerty)

89. Report on Town Hall Central Heating

Members noted the report and the reasons for only one quotation being available and **RESOLVED** to:

- note the reasons for only one quotation being available and, in the circumstances, approve the deviation from the Financial Regulations
- approve supplier A for the delivery of the replacement of the central heating and boiler at the Town Hall
- approve a contingency of 20% to cover any eventualities, that were not anticipated, after the work has commenced

(proposed Cllr. Ledger; seconded Cllr. Haggerty)

Meeting closed at 7.18pm

Signed _____

Dated _____

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 04
Details	Chairman’s Report
Purpose of Report	To provide a summary of the Chairman’s engagements in the last month
Recommendations	It is RECOMMENDED that Members note the report.

1. Introduction

The Chairman engagements for the month are detailed below.

2. Summary of engagements

- 8/10 – opening Seaton’s new Thai restaurant
- 12/10 – launching of Green Flag 2022 in Seafeld Gardens
- 29/10 – attended the Lions World Sight Day
- 31/10 – attended Rupert’s Pre-school to judge their pumpkin competition

RECOMMENDATIONS

It is **RECOMMENDED** that Members note the report.

**EDDC Councillor report for Seaton Town Council meeting on 7 November
2022**

Report produced by Jack Rowland on 1 November 2022

Subjects directly related to Seaton

Seaton Quays (formerly Racal) brownfield site

Work has now started at the site with the intention of having a show apartment ready to view in Spring next year.

Seaton Heights – Planning Ref No. 21/1782/MFUL

As a reminder the pre-application enquiry. proposed 42 holiday homes, an associated office / reception area and a shop with associated carparking. The holiday homes would be 2 storey made up of 19 4 beds, 14 3 beds and 9 2 beds. An EDDC Landscape Officer responded to the pre-application on 5 January this year and a response was finally received last month and that has resulted in the Town Council planning committee considering the application at their meeting on 17 October when only 3 members of the committee attended and by 2 votes to 1 the committee resolved to raise no objections as a submission to EDDC Planning.

Hook & Parrott site

I understand that a sale, subject to contract, has now been agreed so we are waiting to hear more news assuming the sale complete, but since my last report for the October meeting I am not aware of any further update.

Seaton Coach Park

Having followed this up again this week I am waiting to hear from the EDDC Carpark Services Manager regarding his discussions with the school bus companies and local companies in advance of the 21 day consultation period required before any changes are introduced as I want to get this resolved before the main tourist season starts again.

Axe Valley Levelling Up Bid

We were expecting to hear the result of the bid sometime this month, but have now heard that the timetable has been pushed back “to the end of the year” which is concerning in view of the imminent statement from Central Government on 17 November concerning the state of the UK financial situation. The subject was also on the EDDC Cabinet agenda for 5 October in connection with whether the bid is successful or not and the recommendation is to utilise an existing £50k budget to appoint a project manager to deliver the schemes if the bid succeeds or the options to be considered on alternative funding.

Moridunum site

As previously reported the Levelling Up bid includes the Moridunum site. In view of the redevelopment work on the adjoining Fosseway site the piling works are proceeding and the EDDC legal department have sent the bond details and the licence agreements to the FTL solicitor to enable access over EDDC owned land.

Jurassic Centre

This subject was on the agenda for the EDDC Cabinet meeting on 5 October, but was in part B of the meeting where the public and press are excluded as the item was to consider the 2 offers made that contain commercially sensitive information.

The Cabinet members had the opportunity to receive presentations from the 2 parties on 28 September and ask questions in advance of considering and making a decision on 5 October. Cabinet, of which I am a member, agreed on 5 October to progress a Heads of Terms with Seaton Tramway and to recommend to Full Council a revenue budget of £30k to meet the costs of completing a lease and associated costs plus a further £50k to provide for the cost of removal of fittings and exhibits not required by the new lessee. Full Council endorsed these costs at their meeting on 19 October.

Other subjects District wide that also impact Seaton within my Finance Portfolio

Motorhomes / Campervans in relevant EDDC carparks

Please refer to my previous reports for the background on this subject and since then the relevant parish / town councils have been contacted to nominate who they wish to put forward to attend meetings to progress the subject in their own localities, Seaton being one. An EDDC Democratic Services officer is in the process of arranging the meetings that I will be attending along with the EDDC Car Park Services Manager.

EDDC Carparks

Despite the reservations expressed at the time that some car park charges were doubling (bearing in mind that charges had not been increased for 10 years and during that time VAT had also increased from 17.5% to 20%) the actual income against the budgeted income for the financial year to date to the end of September shows the income in line with the budgeted income of £3,725,000 for the whole year. As at the date of writing this report I am waiting for the end of October results. I also committed to report back to Cabinet and Council on this subject and a review report will be on the Cabinet agenda for 30 November as the winter rate of £2 all day applies from 1 November.

In addition a separate report will also be on the same agenda covering a number of other subjects in connection with EDDC carparks such as reviewing the policy on carpark reserved spaces, requests for “one off permits” etc. .

Jack Rowland EDDC Councillor – Seaton Ward

Portfolio Holder – Finance JRowland@eastdevon.gov.uk

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 08
Details	Town Clerk’s Summary
Purpose of Report	To provide a summary of highlights of the ongoing work of Seaton Town Council
Recommendations	It is RECOMMENDED that Members note the summary and work log.

1. Introduction

The Town Clerk maintains a spreadsheet detailing all ongoing projects and the day-to-day work of officers. This document provides a summary of the highlights for Members to note. This is, of course, is over and above the general day-to-day operational work being carried out to manage the Council’s assets.

2. Summary of matters to note

- **Tourist Information Centre** – as might be expected, the new tourist information centre has received less footfall during October, as the summer season has ended. Having dealt with in excess of, 600 enquiries in each of the months of June, July, 500+ in August and over 350 in September, in October it assisted just over 200 people.
- **Warm Hub** – the Council’s warm hub opened for the first time on Tuesday 1 November. Toys, games and art & craft supplies were kindly donated by local residents and businesses and refreshments provided by Tesco and the Council. A rota of 6 volunteers to welcome visitors, has been prepared. Other warm hubs are available across the town on different days during the week and the Deputy Clerk has collated a list of these to be distributed for the information of residents.
- **Budget 2023-24** – much of the Town Clerk’s time has been taken up with speaking to the Council’s various suppliers and preparing the draft budget for 2023-24. This was presented to the Finance & General Purposes Committee in October and a recommendation will be brought to Council in December when the tax base for 2023-24 is confirmed by EDDC.

- **Seaton Beach School** – the Summer beach school was extended to October half-term where two very successful sessions were delivered by Crazy Crabs – ‘Crabbing’ and ‘Scary Seas’. Both were fully subscribed with the children securing a bumper catch of over 300 crabs which were then, of course, returned to the sea. As part of the IRF Project, a session was filmed for the promotional material being prepared. A Crazy Crabs Christmas Craft session is planned for 16 December at Marshlands.
- **Art Trail** – the installation to Marshlands seafront wall and the toy library has been very well received by the town with lots of positive feedback.
- **Christmas lights** – after consultation with June Millman & Cllr Burrows (with his Seaton Carnival hat on), and to ensure it does not clash with other events in the vicinity, the Christmas lights switch on will take place slightly later this year on Saturday, 10 December.
- **IRF Coast to Country Project** – officers have been liaising with the branding consultant and project managers engaged by Sidmouth Town Council, via the IRF Funding, to progress this work on behalf of the consortium. The general themes being worked on as unique to Seaton, are its natural capital, outdoor pursuits, friendliness, tranquillity and accessibility.
- **Town Hall** – a new safety rail is being installed in the coming weeks, outside the backstage door of the Gateway which the Town Maintenance Officer has painted in advance of its installation.
- **Seaton Hole Telephone Box** - work on this will start as soon as the weather permits.
- **Marshlands** – the Town Clerk has been negotiating with Devon County Council (‘DCC’) regarding the covenant attached to Marshlands and possible grant funding towards its renovation. DCC have now agreed, subject to certain conditions, that part of Marshlands could be let on a commercial basis. Quotations are being sought regarding the refurbishment of the first floor and it is anticipated that a comprehensive report will be brought to Council in December.
- **Seaton Project Board** – the Town Clerk has been in discussions with DCC’s Economy Team Manager regarding ‘quick win’ funding and it is hoped that a modest sum may be available towards the works on Marshlands. Furthermore, she has comprehensively reviewed the draft strategy prepared by the consultants and sent appropriate feedback. The next meeting of the project board is on 8 November and officers will attend.

RECOMMENDATIONS

It is **RECOMMENDED** that Members note the summary and work log.

**Minutes of Finance & General Purposes Committee Meeting
Monday, 17 October 2022**

Present:

Chairman: Cllr. K. Beer

Councillors: E. Bowman, D. Haggerty, D. Ledger and A. Singh

In attendance: Town Clerk

Public: None

Others: Cllr. P. Burrows was in attendance, but not a member of this committee.

71. Apologies for absence

Apologies for absence were received from Cllrs. M. Hartnell, C. Wood and D. Wright.

72. Declarations of Interest

Cllr Ledger declared a personal interest as an East Devon District Councillor.

73. Minutes of the previous meeting

Members **RESOLVED** to approve the minutes of the Finance and General Purposes Committee meeting, held on Monday, 18 July 2022.

(moved Cllr. Singh, seconded Cllr. Haggerty)

74. Public Question Time

None.

75. Payments, receipts & unpaid invoices

Members received a schedule of payments, receipts and outstanding invoices as at 30 September 2022 and **RESOLVED** to:

- ratify the schedule of payments, as already approved under the Council's Scheme of Delegations
- note the receipts
- note the unpaid invoices

(moved Cllr. Ledger, seconded Cllr. Haggerty)

76. Bank Reconciliation

Members **RESOLVED** to approve the bank reconciliation to 30 September 2022.

(moved Cllr. Ledger, seconded Cllr. Singh)

77. Petty Cash Reconciliation

Members **RESOLVED** to approve the petty cash reconciliation to 30 September 2022.
(moved Cllr. Singh, seconded Cllr. Ledger)

78. Budgetary Report – Q2 2022-23

Members reviewed the Council's financial position as against budget as at the end of Q2 (30 September 2022) and **RESOLVED**:

- noted the explanations for material variances
- approved the following virements between budget codes:
 - £2,000 from 120/4060 Training & Resources to 120/4190 IT Support & software
 - £500 from 120/4085 Insurance to 120/4080 Equipment
 - £180 from 165/4377 Underfleet Play Park and £273 from 140/4230 Civic Expenses to 165/4375 Elizabeth Road Play Park
- noted movements from earmarked reserves

(moved Cllr. Ledger, seconded Cllr. Singh)

79. Budgetary Review & Planning 2023/24

Members considered the draft budget (V.2 14.10.2022) for the 2023/24 financial year and noted that the proposed draft represented no increase in the precept, subject to any downward movement in the tax base which would be confirmed by East Devon District Council in due course. Having considered the detail of the proposed budget and raised various questions, Members **RESOLVED** that the draft budget be recommended to Council for approval without amendment, subject to any minor change necessary to ensure there is no increase in the precept once the tax base for 2023-24 is known.

(moved Cllr. Ledger, seconded Cllr. Singh)

Meeting closed at 6.20pm

Chairman: _____

Date: _____

**Minutes of the Planning Committee
Meeting on Monday 3 October 2022**

Present:

Chairman: Cllr P Burrows

Councillors: K Beer & J Russell

Other Councillors: D Haggerty

Officers: Deputy Town Clerk

Public: Cllr J Rowland (EDDC) and six members of the public were present.

87. Apologies for absence

Apologies for absence were received and accepted from Cllr Wright, Cllr Hartnell and Cllr Singh.
Cllr Macaskill were absent.

88. Declarations of Interest

There were no declarations of interest.

89. Minutes of the Planning Committee meeting held on Monday 5th September 2022

The Committee **RESOLVED** to agree the minutes of the meeting held on 5th September 2022.
(moved Cllr Russell; seconded Cllr Burrows)

90. District Council Members

It was formally noted that the participation of those Councillors, who are also members of the East Devon District Council, in both the debate and the subsequent vote is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Town Council. The District Councillors reserve their final views on the application until they are in full possession of all the relevant arguments for and against.

91. Environment Policy

Members are reminded that in reaching decisions they should take into consideration the Town Council's Environment Policy that the Planning Committee will consider sustainability, environmental impact and biodiversity when commenting on planning applications in Seaton.

92. Public Question Time

Two members of the public spoke on planning application 22/1947/TEL – Land At The Underfleet, Seaton and raised the following points:

- The monopole will be sited in one of the lowest areas of Seaton.
- The pole will be a visual intrusion in the streetscene of the town and will be seagull friendly.
- What is needed is a shorter monopole positioned on a higher site e.g., the roof of The Gateway Theatre Company building, the car park to the rear of the former Seaton Jurassic Visitor Centre or the Tesco store.
- Effect the monopole will have on the residents of Haven Court and Jubilee Lodge. The residents on the top floor on the end of Jubilee Lodge facing the proposed site will be on a level with the top of the pole which is upsetting them.
- Would not give a good impression of the town for visitors arriving by coach as the proposed site is by the Coach Park on The Underfleet. Somewhere more suitable should be found for the site in the town.

Applications for consideration:

93. 22/1947/TEL

Cornerstone

Land At The Underfleet, Seaton

The proposed installation of a replacement base station consisting of a 20m monopole comprising 6 no. antennas and 2 no. dishes together with 3 no. ground based cabinets and ancillary development thereto.

Discussion took place around:

- Not a suitable site to erect a monopole. It could be put on the land at the back of the former Seaton Jurassic Visitor Centre which would not adversely affect the residential amenities for the residents of Haven Court and Jubilee Lodge and would not spoil the streetscene or the character of the surrounding area.

The Committee **RESOLVED** to object to the application on the grounds of:

- Inappropriate site for the erection of a monopole. There are more appropriate sites within the town, such as the land at the back of the former Seaton Jurassic Visitor Centre, where the pole could be erected, which would not affect the residents of Haven Court or Jubilee Lodge or spoil the streetscene and the character of the surrounding area.

(moved Cllr Beer; seconded Cllr Russell)

94. 22/2114/VAR

J Dukes

Flint House, Fremington Road,

Seaton, EX12 2HX

Variation of condition no.2
(approved plans) of planning
permission 21/2482/FUL to amend
the schedule of the approved
drawing and minor alterations to
fenestration.

The Committee **RESOLVED** to propose no objection to the application.
(moved Cllr Burrows; seconded Cllr Beer)

- | | | |
|------------------------|-----------------------|---|
| 95. 22/2045/FUL | Mrs Julie Dack | 10A Everest Drive, Seaton EX12 2ED |
| | | Conversion of flat into house with alteration to fenestration at 10A Everest Drive. |

The Committee **RESOLVED** to propose no objection to the application.
(moved Cllr Beer; seconded Cllr Burrows)

96. Planning Comments

Comments to be circulated in respect of application 22/1947/TEL.

97. Decisions

To note planning decisions made by East Devon District Council:

- a) **22/0691/FUL – 2 Harbour Road, Seaton** Conversion of existing first floor flat associated with existing shop to form 2no. self contained flats with separate communal access – **WITHDRAWN**.
- b) **22/1585/FUL – 6 Marsh Road, Seaton** Loft conversion with rear and front dormer – **APPROVED** with conditions.
- c) **22/1533/FUL – Merlea, East Walk, Seaton** Extension to existing balcony to front elevation – **APPROVED** standard time limit.
- d) **22/1878/FUL – 22 Eyewell Green, Seaton** Proposed single storey rear extension – **APPROVED** with conditions.
- e) **22/1554/TRE – 5 Garrett Close, Seaton** T7, Pine : Fell. Reason: Tree grown substantially causing excessive shade resulting in plants and grass not growing. Tree leans and concern it could fail – **APPROVED** with conditions.



Marshlands Centre, Harbour Road
Seaton, Devon EX12 2LT
01297 21388
admin@seaton.gov.uk
www.seaton.gov.uk
Town Mayor: Cllr Amrik Singh
Town Clerk: Julia Mutlow

The meeting closed at 6.32pm.

Signed _____

Dated _____

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 10
Details	Report on Tourist Information Centre
Purpose of Report	To provide an update on tourist information services
Power/Authority	Local Government Act 1972, s144 – power to encourage visitors
Recommendations	It is RECOMMENDED that Members note the update.

1. Background

The new Tourist Information Centre opened on the seafront-side of the Marshlands Centre on 11 April 2022. In order to inform future decision making, the Town Clerk considered that it may be helpful to Members to provide regular updates as to the level of enquiries being received.

2. Summary of Enquiries

The table below provides a summary of the enquiries received since 10 April:

Month	Visits		Telephone		Total STC/TIC Enquiries 2022 (2021 figures in brackets)
	STC	TIC	STC	TIC	
	2022	2022	2022	2022	
April (16 days)	60	141	23	9	233 (no stats)
May	77	156	63	11	307 (35)
June	82	427	71	22	602 (65)
July	116	461	80	20	677 (85)
August	97	384	70	21	572 (57)
September	104	219	65	5	398 (no stats)
October	69	79	51	2	201 (no stats)

Total enquires to TIC/STC between 10 April and 31 October 2022.

In particular, assistance was given to visitors on the following subjects, taking 30 minutes or more:

- homelessness

4. RECOMMENDATIONS

It is **RECOMMENDED** that Members note the update.

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7th November 2022
Item of business	22 COU 11`
Details	Report on First Aid Station and RNLI Water Safety Campaign
Purpose of Report	To report on the 2022 first aid service, recommendation on the provision of a first aid service for the 2023 summer season and to provide information on the RNLI Water Safety Campaign
Power/authority	<p>Local Government (Miscellaneous Provisions) Act 1976 s.19 – power to provide recreational facilities</p> <p>Local Government Act 1972, s111 – power to do anything incidental to discharge of Council’s powers and functions</p>
Recommendations	<p>It is RECOMMENDED that Members:</p> <ul style="list-style-type: none"> • resolve, for the reasons stated in this report, that it is neither the best use of public resources to deliver a first aid service in the summer months of 2023 • approve a maximum budget of £800 for the delivery of a water safety awareness pilot project, in conjunction with the RNLI and EDDC • authorise the Town Clerk to take such action, as she considers necessary, to implement the proposed water safety awareness project

1. Background

In June 2021 Members resolved to engage Rapid Emergency Medical Services (“REMS”) to deliver a first aid service on Saturdays and Sundays, from 12pm to 6pm from 3rd July to 29th August 2021. The total cost of this service was £2,700.00 and was funded by the Council, with the assistance of a grant of £1350 from Restore CIC.

Due to the success of the service, and the corresponding monies saved by the ambulance service, as a result of the treatments administered, Members resolved to engage REMS to deliver this service again in 2022, during the months of July and August. On this occasion it was staffed by a qualified paramedic and first responder, with access at all times to an emergency vehicle and medical supplies. The increased level of first aid cover resulted in an increased cost for the 2022 season, with the total cost being £4960.00. This was defrayed by a second grant from Restore of £1350.

2. Review of 2022 first aid service

The first aid service was delivered from a gazebo in the seafront courtyard of Marshlands, on Saturdays and Sundays between 11am and 5pm, from 9th July to 29th August. The service was promoted extensively via various social media platforms and via targeted emails to local businesses including campsites, hotels and bed and breakfast establishments. Posters were distributed to all seafront businesses for display. In addition, temporary signage was affixed to each access point on the sea wall. It was hoped that both the relocation of the TIC, and the prominence of an emergency vehicle outside the building, would further increase awareness of the service.

Unfortunately, with the exception of one young person who required treatment after an accident in the Underfleet play park, the service was only used this year by those seeking general advice on minor cuts and insect bites. In addition, REMS have confirmed that, despite the TIC being open from 10am to 12pm each day at the weekend, they were approached mainly for bus timetables and tourist information rather than for medical issues. Whilst ultimately nobody wants a first aid service to be extensively used, the Deputy Clerk held a review meeting with REMS to discuss the possible reasons behind why the service was not well used this year. The discussion covered the following:

- there were possibly fewer visitors to the beach than in 2021, quite possibly due to the lifting of travel restrictions enabling people to holiday abroad. However, this has since been contradicted by reports from local seafront business owners who felt that the beach was even busier this summer than in 2021.
- that in spite of the extensive publicity and medical staff patrolling the esplanade in full uniform, people still commented that they did not know the service was there.
- that potentially, the overall trend locally was that first aid services were not as extensively used in comparison to 2021. Conversely, a Sidmouth Lifeboat

trustee has confirmed that their season was extremely busy. The service in Sidmouth was delivered every weekend from the May half term week for 8 weeks and then full time during the school summer holidays and comprised of first aid and lifeguarding. In comparison, the service in Seaton was solely first aid and delivered only at weekends for a period of 9 weeks.

- That a first aid service is simply not required in Seaton.

3. First Aid Service 2023

In light of the above information, should Members be minded to offer this service in 2023, there is an option to reduce the cost by offering 2 first responders only, for 2 days per week for 6 weeks of the summer holidays. The cost for this would be £220 per day and would equate to £2640.00. As in previous years, officers would endeavour to obtain external grant funding to offset some of this cost however, this cannot be guaranteed.

4. RNLI Water Safety Campaign

At the recently held Foreshore Working Group meeting, Steve Shaw, representing the RNLI, presented information regarding RNLI call out statistics for the Seaton area. The 5-year operational view showed that there had been 27 call outs to the Axe, Seaton and Beer area, 13 to the Axe area and 9 to Seaton since 2018. The reasons for the callouts were as follows:

- Motor boats: 8
- Persons in the water: 6
- Missing persons/vulnerable persons: 5
- Sailing vessels: 3
- Paddleboards: 2
- Kayaks: 2
- Windsurfers: 1

Information regarding the various engagement events and safety campaigns undertaken by the RNLI was also provided and included:

- attendance at various local shows, fetes and BBQ events
- lifejacket clinics
- educational events in schools
- promotion of the float to live campaign
- partnership working with Lyme Regis Town Council and Dorset Council to raise awareness of water safety via the use of signage and QR codes

Discussion took place regarding the possibility for RNLI to work in partnership with Seaton Town Council, (subject to Members' approval) and EDDC, to pilot a water safety awareness pilot project in Seaton with a view to EDDC rolling this out to other East Devon towns.

The requirements and associated costs for a water safety awareness project are:

- The hosting of water safety information on Seaton Town Council's website. Blaze Concepts have provided a quotation **of £330.00 + VAT** to create a landing page and 11 sub pages to accommodate water safety information pertinent to the Seaton area as provided by the RNLI. This information will be linked from the main menu on the website home page and can be updated and edited by officers.
- The creation of a static QR code to direct the user towards the website information using their mobile phone or tablet. This can be completed by officers at zero cost.
- The printing of 30 rectangular vinyl stickers to be placed on 9 life rings, carpark meters, seawall entry point signage and West Walk toilet signage at a cost of **£130.00 + VAT**. EDDC have already indicated that there is a possibility that the Town Council could be reimbursed for this cost via EDDC's budget.
- The design work for the vinyl stickers. The intention would be to use the designer contracted by Lyme Regis Town Council in order keep the existing design and simply change logos and the names of partner agencies thereby minimising costs. Whilst a quotation is still pending, it is anticipated to be no more than **£300.00 + VAT**.

The total cost therefore, for this project, are unlikely to exceed **£800.00 + VAT**.

5. Conclusion

Given the lack of demand for the first aid service in 2022, Members are requested to consider whether it would provide best value to allocate resources to the delivery of this service in 2023. Whilst the Beach Safety Manager has already indicated that a lack of first aid provision may or may not impact on the Blue Flag application for next year, any negative impact may potentially be mitigated by the delivery of a water safety awareness campaign in partnership with the RNLI and EDDC.

Members are asked to note that Blue Flag status does not rest solely on the delivery of a first aid service. Other requirements include:

- The delivery of educational activities – this will be met via the provision of Seaton Beach School sessions.
- The provision of an advisory group – this has been met by establishing a Foreshore Working Group which meets twice a year.

It is the view of officers that it is not the best use of public funds or officer time to deliver a first aid service in the summer 2023 and that, given the increased use of kayaks and paddleboards in the bay, as well as the proximity of the local yacht club, budget should be allocated to working in partnership with the RNLI, EDDC and neighbouring parish councils to promote water safety.

RECOMMENDATIONS

It is **RECOMMENDED** that Members:

- resolve, for the reasons stated in this report, that it is not the best use of public resources to deliver a first aid service in the summer months of 2023.
- approve a maximum budget of £800 for the delivery of a water safety awareness pilot project, in conjunction with the RNLI and EDDC
- authorise the Town Clerk to take such action, as she considers necessary, to implement the proposed water safety awareness project

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 12
Details	Report on the options for replacement of the Council’s vehicle
Purpose of Report	To consider the available options for the replacement of the Council’s vehicle, when it becomes necessary
Power/authority	Local Government Act 1972, s111 – power to do anything that will facilitate, be conducive to or incidental to the discharge of powers and functions
Recommendations	<p>It is RECOMMENDED that Members resolve to:</p> <ul style="list-style-type: none"> • approve the principle of purchasing a second-hand vehicle, when replacement becomes necessary • increase the earmarked reserve for this purpose to £16,000 with the additional sum being taken from general reserves • authorize the Town Clerk, in consultation with the Chairman, Deputy Chairman and the Chair of Finance & General Purposes Committee - when it is no longer financially prudent to repair the current vehicle – to identify and negotiate the purchase of a replacement vehicle up to the value of £16,000, depending what is available at that time.

Introduction

The Council owns a vehicle, predominantly used by the Town Maintenance Officer, which is essential for the upkeep and maintenance of the Council’s assets. The vehicle was registered in September 2005 and, as at 18 October 2022, the recorded mileage was 132,465. Officers have researched the value of the vehicle; on the ‘Webuyanyvan’



website, a vehicle of this age and type is currently listed at a value of £2,418 on an 'as not seen' basis. However, considering the condition and wear and tear on the vehicle, the value is likely to be less.

The vehicle is 17 years old and showing signs of significant issues, which may be of concern at the next MOT in November. Therefore, officers have carried out some research into possible options, should the vehicle require replacement in the near future.

Current Vehicle details

Manufacturer: VAUXHALL
Model: VIVARO LWB DIESEL - 1.9CDTI (82PS) Low Floor Dropside 2.9t
Year: 2005
Colour: White
Transmission: Manual
Engine Size: 1900
First Registered: 27/10/2005

Running and repair costs of the van

2018-19 - £1,819
2019-20 - £1,052
2020-21 - £909
2021-22 - £1,428
2022-23 - £969 (this is at the mid-year point with servicing, MOT and road tax still to be paid for this year).

These figures include road tax of £275 per annum.

Different options

There are three options the Council could consider when replacing the vehicle - to purchase new, to purchase secondhand or to lease.

The advantages and disadvantages of leasing, as opposed to purchasing, are listed below:

Advantages of vehicle leasing

- Low deposit, typically equivalent to 3 months rental costs
- Choice of contract period from 24 to 60 months
- Hassle-free fixed cost motoring
- Freeing up capital – a new vehicle, without the up-front costs, meaning that capital can be used on other projects



- Reduced risk – the risk of vehicle depreciation is eliminated. At the end of the contract, the vehicle is simply handed back
- Less administration – the finance company deals with all the buying, maintenance and selling issues

Disadvantages of vehicle leasing

- Likely mileage for the vehicle needs to be estimated
- No option to purchase the vehicle
- The cost of early termination of the contract early can be expensive
- If the agreed mileage allowance is exceeded, an excess mileage fee will be charged for each mile over the contractual mileage and this will affect the residual value of the vehicle
- A vehicle must be returned in a well-maintained condition, and a charge is payable for any damage over and above what might be considered "fair wear and tear"

Purchasing a vehicle, allows the Council to have ownership of the asset once any finance is paid off and will be able to use the vehicle as they see fit.

Price Comparisons

In this research, price comparisons have been sought from various different companies on similar sized vans, to provide an idea of the cost of a like for like replacement. The Council is seeking to become a greener and more sustainable council and, therefore, as part of this research, the option of introducing an electric vehicle has also been considered.

Electric Vehicle Lease Options:

Vehicle Model	Vauxhall Vivaro L1 Electric 3100 100kW Dynamic 50kWh H1 Van Auto	Citroen e-DispatchXL 1000 100kW 75kWh Van Enterprise Pro Auto	Peugeot E-Expert Standard 1000 100kW 75kWh Professional Premium Auto 22
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Company	Perrys Leasing	Vavoom Leasing	DriveElectric	DriveElectric
Initial Rental Time Period:	9 months	9 months	9 months	9 months
Term:	48 months	48 months	48 months	48 months
Mileage p/a:	10000	10000	10000	10000
Transmission:	Automatic	Automatic	Automatic	Automatic
Fuel Type:	Electric	Electric	Electric	Electric
Road Tax:	Included	Included	Non stated	Non stated
Monthly Cost:	£509.25p/m	£670.52p/m	£549p/m	£403p/m
Initial Rental Cost:	£4,583.25	£6,034.68	£4,941	£3,627
Additional Fees:	£270.00	£198.00	Non stated	Non stated
Total Lease Cost:	£28,788 (inc VAT)	£37,747.12 (inc VAT)	£31,293 (ex VAT)	£22,971 (ex VAT)

Source: Various comparison websites

Electric Vehicle New Purchase Options:

Vehicle Model	Maxus e Deliver 3	Vauxhall Vivaro-e	Peugeot e-Expert	Citroen e-Dispatch	Toyota Proace Electric
Company	Maxus	Vauxhall	Peugeot	Citroen	Toyota
Cost from	£30,000	£34,055	£33,265	£33,265	£33,970

Source: Parkers expect guide (www.parkers.co.uk/vans-pickups/best/electric-vans/)

In addition to leasing or purchasing a vehicle, other added costs would need to be factored in to supply electric charging to the vehicle.

Charging point installation costs:



pod POINT - £799 (fully installed)
Octopus Energy - Ohme Home Pro from £999 (fully installed)
Octopus Energy - Wallbox Pulsar Plus from £1049 (fully installed)
Evolution Solutions – £949 (fully installed)

Non-Electric Vehicle Lease Options:

Vehicle Model	Ford Transit Custom 280 L1 Diesel Fwd 2.0 EcoBlue 130ps Low Roof Limited Van		
Company	DreamLease	GB Vehicle Leasing	Trustford Transit Centre Stockport
Initial Rental Time Period:	9 months	9 months	9 months
Term:	48 months	48 months	48 months
Mileage p/a:	10000	10000	10000
Transmission:	Manual	Manual	Manual
Fuel Type:	Diesel	Diesel	Diesel
Road Tax:	Included	Included	Included
Monthly Cost:	£337.05p/m	£434.67p/m	£463.02p/m
Initial Rental Cost:	£3,033.45	£3,912.03	£4,167.18
Additional Fees:	£234.00	£238.80	£0.00
Total Lease Cost:	£19,108.80	£24,580.32	£25,929.12
Vehicle Model	Renault Trafic Lwb Diesel LL30 Blue dCi 130 Business+ Van		
Company	VIP Gateway Limited	Carparison Limited	Jet Vehicle Finance
Initial Rental Time Period:	9 months	9 months	9 months
Term:	48 months	48 months	48 months
Mileage p/a:	10000	10000	10000



Transmission:	Manual	Manual	Manual
Fuel Type:	Diesel	Diesel	Diesel
Road Tax:	Included	Included	Included
Monthly Cost:	£373.08p/m	£375.02p/m	£380.92p/m
Initial Rental Cost:	£3,357.72	£3,375.18	£3,428.28
Additional Fees:	£193.00	£270.00	£198.99
Total Lease Cost:	£21,085.48	£21,271.12	£21,530.51
Vehicle Model	Vauxhall Vivaro L1 Diesel 2900 1.5d 100PS Dynamic H1 Van		
Company	Leasing Gorilla	Perrys Leasing	Vavoom Leasing
Initial Rental Time Period:	9 months	9 months	9 months
Term:	48 months	48 months	48 months
Mileage p/a:	10000	10000	10000
Transmission:	Manual	Manual	Manual
Fuel Type:	Diesel	Diesel	Diesel
Road Tax:	Included	Included	Included
Monthly Cost:	£310.79p/m	£428.74p/m	£482.75p/m
Initial Rental Cost:	£2,797.11	£3,858.66	£4,344.75
Additional Fees:	£240.00	£270.00	£198.00
Total Lease Cost:	£17,644.24	£24,279.44	£27,232.00

Source: Various comparison websites

Non-Electric Vehicle New Purchase Option:



Vehicle Model	Ford Transit Custom 280 L1 Diesel Fwd 2.0 EcoBlue 130ps Low Roof Limited Van	Vauxhall Vivaro L1 Diesel 2900 1.5d 100PS Dynamic H1 Van	Renault Trafic Lwb Diesel LL30 Blue dCi 130 Business+ Van
Company	nationwidecars	nationwidecars	nationwidecars
Cost	£35,611 (ex VAT)	£30,117 (ex VAT)	£30,680 (ex VAT)
Company	Bristol Street Motors		vanzone
Cost	£32,530 (ex VAT)		£31,650 (ex VAT)
Company	Fords		Bristol Street Motors
Cost	£35,260 (ex VAT)		£30,995 (ex VAT)

Source: Various comparison websites

Second hand Purchase Option:

Vehicle	Price	Mileage	Company
2018 Ford Transit Custom 2.0TDCi 290 L2H1 Trend (130PS)(EU6) Panel Van	£22,998 (ex VAT)	35000 miles	Go Gallagher & Sons
2020 (70) Vauxhall Vivaro 2900 1.5d 100PS Dynamic H1 Van	£18,298 (ex VAT)	16309 miles	Arnold Clark
2019 Ford Transit Custom 2.0TDCi 280 L1H1 Limited (130PS)(EU6)	£15,995 (ex VAT)	16095 miles	Arnold Clark Motorstore (Bolton)
2019 Renault Trafic 1.6dCi SL27 120 Business E6 Panel Van	£11,950 (ex VAT)	51000 miles	Van Master

Source: cargurus.co.uk website



Budget

The Council currently has £10,532 in a reserve earmarked for the replacement of the vehicle and, plans to increase that to £13,000 .

Summary

In summary, to lease or purchase a new vehicle (electric or non-electric), the cost would be in the region of £30,000 - £40,000 including VAT, depending on the deals available at the time of purchase.

Lease options would include an initial up-front cost of between £3,000 - £6,000, and monthly payments of between £300 and £600 for 48 months. Full payment over that time period would equate to the cost of purchase of a new vehicle and, additionally, the Council may incur charges for any damage, wear and tear.

If an electric vehicle were chosen there would be an additional cost of between £800 and £1,000 to install an electric vehicle charger hook up.

Second hand vehicle pricing and mileage shows on the comparison websites that with a £12,000 - £16,000 budget, the Council could purchase a vehicle with relatively low mileage, registered within the last 5 years.

Conclusions

The Council's vehicle will undergo an MOT in November 2022 and it is likely that some works will be required before it will pass. Depending on the extent of those works, and assuming the cost is not substantial, it is the view of officers that it would be prudent to retain the current vehicle, until it is no longer financially viable to repair.

However, realistically, the vehicle is nearing the end of its useful life so will potentially require replacement within the next year or so. It could well be that a significant and expensive part fails, and a decision has to be made quickly, as to whether to repair or replace.

As such, Members are asked to consider the various options that have been researched and decide on their preferred option, when replacement becomes necessary.

Whilst for environmental reasons, ideally, an electric vehicle would be preferred the higher cost of such a vehicle has to be weighed against the limited environmental damage done due to the very limited mileage that the vehicle undertakes on Council business.



Whilst a lease vehicle would have the advantage of spreading the cost over a period of years, its is still expensive and, due to the nature of the Council's use of the vehicle as a 'workhorse' and the terrains that it is sometimes driven on, it may be difficult to keep it in the condition that the lease company would expect it to be returned in.

Having balanced all these factors, it is the view of officers that the purchase of a second-hand vehicle, with reasonable mileage, would be the most practical option.

RECOMMENDATIONS

It is **RECOMMENDED** that Members resolve to:

- approve the principle of purchasing a second-hand vehicle, when replacement becomes necessary
- increase the earmarked reserve for this purpose to £16,000 with the additional sum being taken from general reserves
- authorize the Town Clerk, in consultation with the Chairman, Deputy Chairman and the Chair of Finance & General Purposes Committee - when it is no longer financially prudent to repair the current vehicle – to identify and negotiate the purchase of a replacement vehicle up to the value of £16,000, depending what is available at that time.



SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 13
Details	Update report on work being undertaken to enhance provision for children and young people in Seaton
Purpose of Report	To provide an update on the ongoing work undertaken by officers in order to improve youth provision in Seaton
Power/Authority	Local Government (Miscellaneous Provisions) Act 1976, s19 – power to provide recreational facilities and to provide instructors in connection with such activities; Local Government Act 1972, s111 – power to do anything incidental to discharge of Council’s powers and functions.
Town Plan Objectives	Youth Genesis Project - to build on the ‘Seaton Streetbase’ youth project and assess how it might be improved/progressed
Recommendations	It is RECOMMENDED that Members: <ul style="list-style-type: none"> • authorise the Town Clerk to transfer the sum of £5,000 from this year’s budget and the returned underspend of £42716.12 to a dedicated earmarked reserve for youth activities • authorise the Town Clerk to delegate to the Facilities and Projects Officer the task of evidence and data collection regarding current activities on offer to young people within the Seaton area

1. Background

The Town Council’s current strategic plan 2021 – 2026, (adopted by Members in 2021 and informed by the results of the community consultation that took place in August 2021), includes the following objective:

‘Youth Genesis Project - to build on the ‘Seaton Streetbase’ youth project and assess how it might be improved/progressed.’

As such, in April 2021, Members agreed to fund a proposal from a Devon-based organisation called Youth Genesis to run a street-based initiative in the town. The intention was to employ two youth workers, and recruit volunteers, to meet and talk to young people and establish what their priorities were.

Unfortunately, due to the pandemic and difficulties in recruiting, progress made by Youth Genesis was limited. It was only possible for them to recruit one youth worker and no volunteers were forthcoming. Therefore, due to lone working issues, that individual was unable to meet young people out and about on the streets and her work was restricted to meeting those frequenting Item Drop on a Friday evening. As a result, officers negotiated a reimbursement of £4276.12 to reflect the limited progress made

2. Proposed next steps

2.1 Budget

A budget of £5,000 is allocated for 2022-23 in order to develop youth provision, in line with the priorities identified from the proposed street-based sessions. Due to the lack of progress with this initiative, this budget remain unspent. Furthermore, a refund of £4276.12 was received from Youth Genesis to reflect the limited progress they were able to make. As improved youth provision was highlighted as a priority for those who responded to the community consultation, it forms a key element of the Council’s strategic plan and it is proposed that the combined amount of £9276 be placed in a new earmarked reserve for youth activities, so that funds are available for this ongoing and important work.

2.2 Data and evidence gathering

Robust evidence is required to inform next steps necessary to progress this objective. Officers are therefore seeking Members views on the following work being undertaken:

- consulting with local children to ascertain their views regarding current activities on offer within Seaton and what other activities they might like to have available. This could potentially be completed by way of pupil surveys in consultation with local schools or via meetings with local school council groups, subject to the agreement of the schools’ headteachers.
- consulting with parents to ascertain their views regarding current activities on offer and whether there are any barriers to children attending those activities. This could be conducted in the same manner as the previous community consultation via survey monkey on social media or in partnership with local schools.
- liaison with local youth and sports groups to organise a Seaton Youth Fair at the Marshlands Centre, where young people could attend in order to discover more

information about what is available to them in the town. Feedback questionnaires to be made available for completion.

Due to the Gateway Theatre Company's request to postpone the proposed heating works, the Facilities and Projects Officer has confirmed that he has the capacity to carry out the above research (subject to any subsequent decisions made with regard to Marshlands and the work involved thereon). He is ideally placed to do so with his knowledge of youth provision and engagement, in a voluntary capacity, with youth activities in the town. The aim would be to collect data and evidence on the following issues:

- the popularity of existing youth activities available within the area?
- any barriers to children accessing existing activities?
- what gaps in activity provision exist?
- what priorities are identified by the young people themselves?

Using this data and evidence, a proposal will be brought to Members to consider whether a youth coordinator role should be contracted on a fixed term basis funded by monies in the new earmarked reserve and the £5,000 budget allocation for 2023/24 (if this is approved in December). The aim of this role would be to develop youth provision within Seaton, in light of the evidence gathered. It is hoped that the collection of data will form a strong evidence base, which may also assist the Council in accessing additional external funding for youth activities.

4. RECOMMENDATIONS

It is **RECOMMENDED** that Members:

- authorise the Town Clerk to transfer the sum of £5,000 from this year's budget and the returned underspend of £42716.12 to a dedicated earmarked reserve for youth activities
- authorise the Town Clerk to delegate to the Facilities and Projects Officer the task of evidence and data collection regarding current activities on offer to young people within the Seaton area

SEATON TOWN COUNCIL (‘the Council’)	
Date of report	7 November 2022
Item of business	22 COU 14
Details	Report on events proposed by Seaton Town Council during 2023/24
Purpose of Report	To seek approval for the delivery of Seaton Summer Celebration 2023, a Seaton Children’s Festival 2023, a Coronation Celebration and an Outdoor Cinema 2023
Power/authority	<p>Local Government Act 1972, s144 – power to encourage tourism</p> <p>Local Government Act 1972, s145 – power to provide entertainment</p> <p>Local Government Act 1972, s137 - power to spend money, subject to a statutory limit, on purposes for the direct benefit of its area, or part of its area, or all or some of its inhabitants.</p>
Recommendations	<p>It is RECOMMENDED that Members:</p> <ul style="list-style-type: none"> • approve the principle of delivering on the dates proposed: <ul style="list-style-type: none"> ○ Seaton Summer Celebration ○ Seaton Children’s/Youth Festival ○ Coronation Event/Activities ○ Seaton Outdoor Cinema <p>subject to further research confirming the ability to deliver all within approved budgets</p> <ul style="list-style-type: none"> • subject to the approval of the various proposed budgets, delegate to the Town Clerk the authority to take such action and allocate such expenditure, within said budget, as she considers necessary to deliver the events as detailed in this

	report, and to make such adjustments as might become necessary
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1. Introduction

In November 2021, the Council adopted Seaton Town Council's Strategic Plan 2021 – 2026 ('the Plan'). The results of a community consultation carried out in August 2021, formed the basis for the Plan, with the aim of setting out the Council's short and longer-term objectives that would, subject to available funding and resources, deliver the priorities of the community.

Supporting activities for younger people and the provision of more events in the town were identified as two of the highest priorities for residents. As a start to addressing this, the Council successfully delivered the following in 2022:

- Seaton Summer Celebration – a community picnic/festival to commemorate HM Queen Elizabeth II's Platinum Jubilee in June 2022
- Seaton Summer Beach School – a fun and educational programme during school holidays, free of charge for children living within the EX12 postcode area
- Seaton Outdoor Cinema – a screening in Cliff Field Gardens in September 2022

Other projects and events were also considered. Whilst the potential for a firework display was investigated, after extensive research, the Council concluded that, for environmental, safety and financial reasons this was not feasible. Furthermore, ongoing recruitment issues prevented the comprehensive delivery of 'Seaton Streetbase', in partnership with Youth Genesis; the aim of this had been to engage with young people in the town, to better understand their needs and develop youth provision. Other options are now being considered.

This report seeks to provide Members with a framework of events that are realistically deliverable in 2023/24 and which will continue to build on the work that has already taken place to date.

2. Proposal

2.1 Seaton Summer Celebration 2023

On 2nd June 2022, the Council delivered a Seaton Summer Celebration event to commemorate HM Queen Elizabeth II's Platinum Jubilee. The event was attended by over 3000 people and comprised a community picnic with 4 live bands and activities for children and adults. Subsequent feedback was overwhelmingly positive, with numerous

requests from the public for a similar event to be held on an annual basis. As such, the draft budget, which will be recommended by the F&GP Committee to Council for approval in December, includes a budget allocation for another such event in June 2023. Officers are therefore seeking authorisation, in principle, for such an event to be held to enable officers to begin making the necessary arrangements and bookings, as work will need to start as soon as possible in order to have sufficient time to seek quotations and meet with community groups and suppliers to book activities.

The following is proposed:

Event: **Seaton Summer Celebration 2023**

Date: **Saturday 3rd June 2023**

Time: **2pm – 8pm**

Venue: **Cliff Field Gardens**

Proposed budget: **£10,000**

Summary: a free and inclusive community picnic event for the whole community to attend. In common with the 2022 event, families may bring their own picnics and entertainment will take the form of live music and activities to suit all ages and abilities.

Activities: depending on availability and cost, it is proposed that these might include:

- Free children's activities, such as circus skills and face painting
- Laser Clay pigeon shooting or other activities for adults and children
- Live music and dance acts
- Ice cream van
- Community group stalls offering games, arts and craft activities

Infrastructure: the following infrastructure would be required:

- Litter stations
- WCs
- First aid station
- Staging
- PA system
- Bunting & flags

Other considerations:

- Publicity

- Signage
- Insurance
- Temporary Events Notice (EDDC)
- Stewarding requirements
- Risk assessments

Staffing: some of the Council's staff have kindly agreed to work on this weekend day to deliver this event. However, additional assistance will be required from volunteers. Any additional hours worked by officers will be paid or can be taken as time off in lieu.

Budget: based on the costs incurred for the 2022 Summer Celebration, it is envisaged that the event can be delivered for £10,000 and an allocation for this amount has been proposed in the draft budget for 2023/24. The majority of costs incurred are likely to be associated with the delivery of live music, including the acts and infrastructure.

Risks: as with any event held in the UK, the weather prevailing at the time cannot be guaranteed. Provision of a marquee is not considered appropriate due to the location and layout of Cliff Field Gardens and the associated increased costs. Activities may have to be curtailed in the event of bad weather with cancellation of the whole event should extreme weather conditions prevail.

2.2 Seaton Children's Festival 2023

Responses to the community consultation highlighted a desire for more activities for children and young people in the town. Members may recall a report to the Council in September 2022, in which an update on the work being undertaken with Youth Genesis was presented. Unfortunately, due to the pandemic and difficulties in recruiting, only limited progress was made by Youth Genesis. As such, an underspend of £4,276. has now been returned to the Council. The Deputy Town Clerk has researched alternative proposals as to how delivery for children and young people might be progressed; one suggestion is a Seaton Children's/Youth Festival.

Officers are therefore seeking authorisation, in principle, for an event along the lines outlined below. This event will build on the success of the activities being delivered as part of the beach school during the school holidays and offer an opportunity for local youth groups (for example the Scouts, Guides, Seaton Football and Cricket Clubs) to showcase their offerings. As with the Seaton Summer Celebration, if the Council is minded to deliver such an event, work will need to start as soon as possible in order to have sufficient time to seek quotations and meet with community groups and suppliers to book activities.

The following is proposed:

Event: **Seaton Children's Festival 2023**

Date: Friday, 25th August 2023

Time: 10am – 4pm

Venue: Cliff Field Gardens & Seaton beach

Proposed budget: £6,100

Summary: a free and inclusive event for children of all ages to attend. Families may bring a picnic however, in order to offset some of the costs, Members are requested to give consideration to offering a pitch to a local vendor for the sale of snacks and soft drinks. Activities and entertainment will be selected to appeal to all ages.

Activities: depending on availability and cost, it is proposed that these might include:

- Beach School sessions (by Fisherman's Gap at the bottom of Castle Hill)
- Thelma Hulbert Creative Cabin
- Drama Tots – a local award-winning, drama, music and imaginative play workshop
- Circus skills
- Entertainment, such as live music performed by local teenage bands
- A majorettes display
- Local youth groups and community groups to provide activities such as arts and crafts table, facepainting and glitter tattoos, storytelling, sports workshops and table top games

Infrastructure: the following infrastructure would be required to deliver this event:

- Litter stations
- WCs
- First aid station
- A small stage with PA system
- Volunteer stewards
- Gazebos and tables

Other considerations:

- Publicity
- Signage
- Insurance
- Temporary Events Notice (EDDC)
- Risk assessments

- Engaging with local community groups and other stakeholders to support and assist with event

Staffing: as this is a normal working day, the Council's existing staff will work to deliver this event. However, additional assistance will be required in the form of volunteer stewards. Any additional hours worked by officers will be paid or can be taken as time off in lieu.

Budget: based on the costs of the Seaton Summer Celebration 2022 and, on initial quotations received from potential activity suppliers, it is envisaged that the maximum cost of delivering a Seaton Children's Festival 2023 would be £6,100.

The overall costs for this event could potentially be defrayed as follows:

- Offering pitches to local vendors to provide ice cream, snacks and soft drinks. This would be subject to power supply requirements.
- Asking local businesses to sponsor the event
- Grant applications to the National Lottery Community Fund and other funding bodies

Risks: as with any event held in the UK, good weather cannot be guaranteed hence why a second date has also been proposed.

NOTE – there is the potential to save on duplicate infrastructure costs such as portable toilets, bins and insurance cover, by combining both the Seaton Children's Festival the day before Seaton Outdoor Cinema.

2.3 King Charles III Coronation Event

It has been confirmed that the coronation of King Charles III will take place on Saturday, 6th May 2023. Discussions regarding potential ideas to commemorate this event are in the early stages. Initial thoughts are focused on working in partnership with the Gateway Theatre Company to offer a live screening of the ceremony with the Council funding a cream tea for those attending. This could also be combined with a small community grant scheme to fund additional events in Windsor Gardens, Cross Street and Fore Street and to fund a memento to be issued to all primary school aged children resident in Seaton. As such, an amount of £5,000 has been allocated in the budget for 2023/24 to cover the costs of delivering an event to mark this occasion. Officers are therefore seeking agreement, in principle, to pursue discussions for an event along the lines outlined below

The following is proposed:

Event: **King Charles' Coronation Activities**

Date: **Saturday 6th May 2023**

Time: **TBC**

Venue: **Seaton Town Hall**

Budget allocation: **£5,000.00**

Summary: a live screening of the coronation of King Charles at the Gateway Theatre Company, to be offered free of charge. In order to ensure that the venue does not exceed capacity and therefore contravene health and safety legislation, members of the public will be asked to register to attend on a first come, first served basis. The Council to fund a cream tea alongside this for all attendees.

Additional considerations: in order to involve as many community stakeholders and local businesses as possible, Members may wish to give consideration to issuing small grants of up to £250 to support third parties in allowing them to offer additional activities throughout the day to complement the live coronation screening. This could be achieved under Section 137 which is a general power permitting the Council to spend money, subject to a statutory limit, on purposes for the direct benefit of its area, or part of its area, or all or some of its inhabitants.

Activities: suggestions for additional activities might be:

- A coronation themed treasure hunt around the town
- A Kings and Queens parade organised by the Carnival Committee
- A commemorative display at the Museum
- A cream tea in a local community venue such as a church hall

Officers would collate this information in order to produce a leaflet to be distributed around the town to promote the day's events, similar to that that was prepared for the Platinum Jubilee.

Furthermore, Members may wish to give consideration to funding a small memento of the occasion, such as a keyring to be attached to book bags or a water bottle, to be issued to all primary school aged children living in Seaton. There are currently 389 children on roll at Seaton Primary School therefore, it would be prudent to allow for 500 children to account for those who attend the surrounding, smaller primary schools.

Staffing: the King's Coronation ceremony will take place on a Saturday. Staff who choose to work on this day in order to support the day's activities would be entitled to claim additional hours or time off in lieu.

Budget: a budget of £5,000 has been proposed in the 2023/24 draft budget to cover all costs associated with delivering an event to mark the King's coronation. It is anticipated

that by involving local community groups and third parties, this will be sufficient to deliver commemorative events that will cater for all within the Seaton community.

Risks: as previously stated in this report, the prevailing weather on the day will present a risk however, it is hoped that this can be mitigated by an offer of both indoor and outdoor activities as well as the issuing of a small keepsake to local children.

2.4 **Seaton Outdoor Cinema 2023**

The 2022 Seaton Outdoor Cinema was held on 23rd September 2022. in Cliff Field Gardens. Unfortunately, only 102 tickets were sold for the screening of '*Rocketman*'. In part, this was due to the fact the Council was unable to publicise the event in the 2 weeks immediately beforehand, due to the national period of mourning following HM Queen Elizabeth's death and the fact that the film has a 15 certification. However, discussions have subsequently taken place regarding a themed outdoor cinema event to take place on the Saturday, 26th August 2023 (Bank Holiday weekend). This would coincide with, but not conflict with, Seaton Carnival activities and should, combined with improved promotion and joint working with local businesses and community groups increase ticket sales. An allocation of £2,000 has been included in the 2023/24 draft budget for the delivery of this event. Officers are therefore seeking authorisation, in principle, to make the preliminary arrangements in terms of infrastructure to hold an event along the lines outlined below.

The following is proposed:

Event: **Jurassic Park Outdoor Cinema event**

Date: **Saturday, 26th August 2023**

Time: **TBC**

Venue: **Cliff Field Gardens**

Proposed budget: **£2,000**

Summary: a screening of '*Jurassic Park*' to mark the 30th anniversary of the film. This will be promoted as family event, perfect for the Jurassic Coast, with the potential to work with the Gateway to combine with a screening of a newer Jurassic Park film leading up to the weekend or the Lego Jurassic Park movie as a matinee on the same day as the event.

Additional considerations: in order to encourage ticket sales, this event could be combined with the following:

- A Jurassic Park themed quiz to take place 1 week prior to the screening of the outdoor cinema.
- A combined ticket offer with the Gateway Theatre Company to view both the screening of a newer Jurassic park movie or the Lego Jurassic Park movie as a Saturday matinee as well as the main film in Cliff Field Gardens. Members should note that the financial administrative practicalities of such an offer would require discussion with the Gateway.
- Local businesses, such as the Hideaway Café, Old Picture House and any others who expressed an interest, being invited to hold Jurassic Park themed event/activities.
- The use of other venues within the town to act as additional ticket outlets thereby enabling members of the public to purchase tickets, on a cash-only basis, outside of the Tourist Information Centre's opening hours.
- Increased promotion of the event via generic Seaton Outdoor Cinema banners which could be used in subsequent years, with the simple addition of the film's details

Staffing: As in previous years, the coordination of the event will be led by Andrew Gwyn Davies with the support and assistance of officers, in advance of the event, and volunteer stewards at the event.

Budget: a budget of £2,000 has been allocated in next year's budget to meet some of the costs of this event. However, it is anticipated that the majority of costs will be defrayed against ticket sales. As in previous years, additional revenue could be secured through on-screen advertising by local business sponsorship and offering pitches to local vendors for the sales of soft drinks and snacks.

Risks: in common with the terms and conditions of previous outdoor cinema events, the event would only be cancelled in the event of extreme weather. Should it be necessary to cancel, then all tickets costs would be refunded. However, Members should note that some costs will still be incurred in the form of non-refundable deposits.

NOTE – there is the potential to save on duplicate infrastructure costs such as portable toilets, bins and insurance cover, by combining both the Seaton Children's Festival the day before Seaton Outdoor Cinema.

3 Conclusion

This report provides a framework for a number of events that officers believe are realistically deliverable during the next financial year and which would meet the aspirations of the many residents who responded to the community consultation in 2021. This information is not exhaustive and additional issues and costs will inevitably

arise as further research takes place, should Members be minded to approve, in principle, the delivery of any or all of the above.

RECOMMENDATIONS

It is **RECOMMENDED** that Members:

- approve the principle of delivering on the dates proposed:
 - Seaton Summer Celebration
 - Seaton Children's/Youth Festival
 - Coronation Event/Activities
 - Seaton Outdoor Cinema

subject to further research confirming the ability to deliver all within approved budgets

- subject to the approval of the various proposed budgets, delegate to the Town Clerk the authority to take such action and allocate such expenditure, within said budget, as she considers necessary to deliver the events as detailed in this report, and to make such adjustments as might become necessary

ELIZABETH ROAD PLAY AREA

OPERATIONAL INSPECTION SHEET

INSPECTED BY: Phil TuckleyDATE: 31st october 2022Time Finished: 11.30am

EQUIPMENT	HAZARD	RECOMMENDED ACTION
CAROUSEL DISH	Gets hot in strong sunshine. Rubber crumb is lifting in places.	Check written warning (mostly in the Summer) Monitor
ROUNABOUT	Gap re: Rospa report, too large also rubber crumb shrinkage and wear.	Monitor all issues.
FOOTBALL GOAL	Net supports BROKEN (removed). Worn uneven playing surface.	Net supports REMOVED. Monitor playing surface. Harcombe engineering will modify & repair net supports
GAMES AREA	Worn backboard, loose bolts.	Monitor. Investigate costs to replace backboard
MULTIPLAY	Slight rust. Hole in matting. Chainlink notching.	Monitor all issues.
TODDLER MULTI	No Hazard	Monitor
PICNIC TABLES	No Hazard	Monitor
BENCHES	Some decay and cracks	Monitor. (Replace wood?)
GATES X 3	No Hazard	Monitor

EQUIPMENT	HAZARD	RECOMMENDED ACTION
ROCKING HORSE	Gap underneath too large Re: Rospa report	Monitor
SPINNING UNIT (TITAN)	Chain link / D Shackle / T Bar notching. Rubber crumb wear.	Monitor all issues.
TODDLER 1 BAY-2 SEAT	Rubber crumb wear and shrinkage.	Monitor
JUNIOR 1 BAY 2 SEAT	Wear to 'D' shackle and chain link. Rubber crumb shrinkage and wear.	Monitor all issues.
SWING NET	Wear to 'D' shackle, chain link and swiss link. Rubber crumb shrinkage and wear	Monitor all issues.
SLIDE	Hole in rubber matting.	Monitor
FENCE	No Hazard	Monitor
WOODEN GUARDS	REMOVED	
PATH	No Hazard	Monitor
TREES	See latest tree survey report	Carry out recommendations as per tree survey, some works completed

EQUIPMENT	HAZARD	RECOMMENDED ACTION
GENERAL		

UNDERFLEET

OPERATIONAL INSPECTION SHEET

INSPECTED BY: Phil Tuckley

DATE: 31st October 2022

FINISH TIME: 10.31am

EQUIPMENT	HAZARD	RECOMMENDED ACTION
CYCLE STAND	No Hazard	Monitor
GOAL NET X2 POSTS	Worn playing surface, rabbit holes/scratchings. Tatty nets	Monitor all issues.
CYCLOPS (SPIN NET)	No Hazard	Monitor
TITAN (ROTARY)	D shackle wear, , chain link, T Bar notching, uneven matting and hole in matting.	Monitor all issues (parts on order)
SPIDERS WEB	No Hazard	Monitor
CLIMBING WALL	No Hazard	Monitor
DINO (ZIP WIRE)	Worn/broken wooden tread on ramp	Parts on order. Monitor
NEXUS VIPER (ROPE SWING)	Hole in uneven matting, D Shackle / chainlink notching	Added new tape to rope end. Monitor all issues
WILLY JEEP	General rust	Monitor

EQUIPMENT	HAZARD	RECOMMENDED ACTION
GAPING GHYLL	Artificial grass is worn away on the corner and in patches	Monitor
LOPING BALANCE WEAVE	Some cracking in wooden posts	Monitor
WALK/STRETCH POSTS	Some cracking in wooden posts	Monitor
NET TUNNEL	Some cracking in wooden posts	Monitor
6M NET PYRAMID	Wear to 3rd rope from the top	Monitor wear to added tape on rope. New tape added today.
CIRCUS TRAMPOLINE	No Hazard	Monitor
LANDSCAPE TUNNEL	No Hazard	Monitor
UNIMINI KERRA (TODDLER UNIT)	Slight rust and peeling paint, wear to plywood platform	Monitor
LILLIE BASKET (SWING BASKET)	No Hazard	Monitor
ROTY INCLUSIVE ROUNDABOUT	Movement in worn bearings	Monitor (dismantle and assess in conjunction with other repairs when parts arrive)

EQUIPMENT	HAZARD	RECOMMENDED ACTION
BENCH ON MOUND	No Hazard	Monitor
2.4 SLEEPER BENCH X 3	No Hazard	Monitor
DINSOSAUR RIBCAGE WALKWAY ARCH	No Hazard	Monitor
GATES X 2	No Hazard	Monitor
FENCE	No Hazard	Monitor
BOULDER SEATS	No Hazard	Monitor
PATH	Generally worn in places especially at base of landscape tunnel	Monitor and fill hole at base (done today)
TREES	See tree survey	Act upon recommendations in tree survey, some works carried out already.