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Town Mayor: Cllr Amrik Singh
Town Clerk: Julia Mutlow

**Minutes of the Seaton Town Council ('the Council')
Meeting
on Monday, 7 November 2022**

Present:

Chair: Cllr Singh

Town

Councillors: K. Beer, P. Burrows, D. Ledger, & C. Wood

Officers: Deputy Town Clerk and Facilities & Projects Officer

Public: East Devon District Councillor Rowland (EDDC)

90. Apologies for absence

Apologies for absence were received from Cllrs. E.Bowman, D.Haggerty, D.Wright, J.Russell, M.Hartnell and M.Steven

91. Declarations of Interest

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

92. Minutes

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

93. Chairman's Report

Members noted the Chairman's Report.

94. Public Question Time

No questions were raised.

95. County Councillor's Report

Members noted that the County Councillor was due to provide a verbal report however, due to his absence, a written report will be circulate in due course.

96. District Councillors' Reports

Cllr Rowland introduced his written report and highlighted:

- Seaton Coach Park – discussions are ongoing between EDDC and the school bus companies with regard to alternative sites for school buses.

- Levelling Up Funding Bid - the deadline date for a decision regarding the outcome of this funding bid has been postponed until the end of the year.
- Motorhomes and campervan parking – EDDC are liaising with relevant parish and town councils to convene meetings in order to progress this issue in the various localities. Seaton Jurassic carpark has been identified as the most appropriate site in Seaton.

Cllr Ledger provided a verbal report and requested that, in addition to discussion that will take place at a future meeting, all Members participate in the local planning consultation which opened on Monday 7th November.

97. Town Clerk's Report

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

98. Committee meeting minutes

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

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

(proposed Cllr. Ledger; seconded Cllr. Beer)

99. Update on Tourist Information Centre

Members noted the update.

100. Review of First Aid Station 2022 & Water Safety Pilot Proposal 2023

Members noted the report and, for the reasons stated therein, **RESOLVED**:

- that it was not the best use of public resources to deliver a first aid service in the summer months of 2023
- to 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


(proposed Cllr.Ledger; seconded Cllr. Beer)

101. Report on the Council's vehicle

Members considered the options set out in the report and **RESOLVED** 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.

(proposed Cllr. Beer; seconded Cllr. Woods) 

102. Update on youth provision work

Members considered the report and **RESOLVED** to:

- authorise the Town Clerk to transfer the sum of £5,000 from this year's budget and the returned underspend of £4276.12 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

(proposed Cllr. Beer; seconded Cllr. Ledger)

103. Report on proposed events for Seaton in 2023

Members considered the report and **RESOLVED** to:

- 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

(proposed Cllr. Beer; seconded Cllr. Singh)

104. Play Park Inspections

Members noted the inspection reports on the Council's play parks and noted that that new net supports had been installed at Elizabeth Road.

Confidential Items

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 items 16, 17 & 18 due to commercially sensitive information or personal data forming part of the discussions.

105. Summer Beach School 2023

Members considered the report and, subject to the budget being agreed in December,

RESOLVED:

- in line with previous decisions made regarding the beach school, to approve the extension of the pilot scheme awarded to Crazy Crabs in 2022-23 into 2023-24
- to approve the nominal charge of £3 per child per session
- approve a maximum budget of £6,475 for the delivery of a beach school programme for 2023/24
- authorise the Town Clerk to take such action, as she considers necessary, to implement the proposed extended programme

(proposed Cllr. Burrows; seconded Cllr. Ledger)

106. Town Hall Update

Members considered the report and **RESOLVED** to:

- note the risks highlighted in the report
- approve the updated risk register

(proposed Cllr. Ledger; seconded Cllr. Singh)

107. Staffing

Members considered the report and **RESOLVED** to:

- note the outcome of the national pay negotiations for 2022-23 and authorise the Town Clerk to make the necessary arrangements to implement the pay award to all employees and the planning assistant
- note the additional day of leave for each employee to be implemented as from 1 April 2023
- to note the successful completion of his probationary period and approve the permanent appointment of the Facilities & Projects Officer

(proposed Cllr. Beer; seconded Cllr. Singh)

Meeting closed at 6.41pm

Signed _____

Dated 5 December 2022