

**Minutes of the Seaton Town Council ('the Council')  
Meeting  
on Monday, 5 February 2024**

**Present:**

**Chair:** Cllr. A. Singh

**Town**

**Councillors:** K. Beer, K. Brooks, P. Burrows, M. Hartnell & J. Russell

**Officers:** Town Clerk

**Public:** 2 members of the public were in attendance

**138. Apologies for absence**

Apologies and reasons for absence were received from Cllrs. E. Bowman, N. Dyke, D. Haggerty, D. Ledger and C. Wood and approved.

**139. Declarations of interest**

Cllr. Hartnell declared a personal interest as an East Devon District Councillor (EDDC) and as a Devon County Councillor (DCC).

**140. Minutes**

Members **RESOLVED** to approve the minutes of the meeting of Seaton Town Council held on Monday, 11 December 2023. (proposed Cllr. Beer; seconded Cllr. Burrows).

**141. County Councillor's Report**

Members noted Cllr. Hartnell's written report and verbal update. The following matter was highlighted:

- Seaton Hospital – Cllr. Hartnell had attended and spoken at the DCC Health & Adult Care Scrutiny Committee, along with Martin Shaw and Jack Rowland, as representatives of the local working group on a report from NHS Property Services. It was hoped that they would work collaboratively with Seaton & District League of Friends (SDLOF) on a business plan for use of the vacant space at the site as a potential health hub based on the community's vision for the space. The steering group would continue to monitor future meetings. It was anticipated that SDLOF would have 6 months to put forward their business plan and this would be considered alongside all other options. If an alternative option was preferred the, as the application to designate the hospital as an asset of community value had been successful, SDLOF would have a further 6 months to submit a revised option. In the meantime, NHS Property Services would continue to the site and NHS Devon Integrated Care Board (ICB) would continue to pay for this maintenance.



- Cllr. Hartnell advised that that he would be attending a meeting at DCC on Wednesday 7 February regarding the proposed new bus shelter at Fisherman's Gap now that the consultation period had ended. He was aware that concerns had been raised and these would be considered as part of the process.

#### **142. District Councillors' Reports**

Members noted the following updates from East Devon District Councillors:

- Cllr. Haggerty's written report, as circulated with the agenda, was noted
- Cllr. Heath attended and highlighted the following:
  - he had joined Devon SEND Parents & Carers for Change campaign against the lack of adequate SEND services for children with special educational needs across Devon and would be attending a protest on Thursday 8 February at 11am at County Hall.
  - he was a member of Seaton Hospital Working Group and confirmed that the hospital had now been designated as an asset of community value.
  - he had asked to join the Seaton Beach Management Working Group, as his ward covered The Chine and Seaton Hole.
  - he was trying to set up a working group to develop youth services for the area comprising Seaton, Colyford, Colyton, Axmouth, Beer & Branscombe and was discussing progress made in Ottery St. Mary on youth services and was in contact with Tom Coulthard of the Voluntary Association of Youth Clubs (Devon) and Katie Hales of the Community Youth Work Team. He welcomed any councillors who wished to join the working group.
  - he had attended a meeting, via Zoom, with EDDC and South West Water (SWW) to discuss concerns over failing water mains and sewerage services and the disruption caused whilst roads were regularly being dug up to patch up infrastructure. Further meetings with SWW were being sought and the Leader of EDDC had been asked to write to the Secretary of State for the Environment to raise a formal complaint on behalf of EDDC regarding lack of infrastructure investment.

#### **143. Town Clerk's Report, including update on Local Government Awards Scheme**

Members noted the Town Clerk's report and **RESOLVED** that thanks to officers should be minuted, on the attainment of the Local Council Quality Award. (proposed Cllr. Hartnell; seconded Cllr. Singh).

#### **144. Public Question Time**

No public questions were raised.

#### **145. Committee Minutes**

Members noted the minutes of the following meeting:

- Planning Committee – 20 November & 11 December 2023
- Finance & General Purposes Committee – 20 November 2023

#### **146. Interim Audit Report 2023-24**

Members received the interim audit report and considered the quotations obtained for the valuation of the Council's buildings and **RESOLVED**:

- to note the observations and actions taken
- to obtain an updated valuation of the Town Hall and Marshlands for insurance purposes
- to engage surveyor 3 at a cost of £2,000 + VAT, unless the fourth quotation (currently pending) was less, in which case that surveyor should be engaged (proposed Cllr. Hartnell; seconded Cllr. Brooks).

#### **148. Update on Seaton Tourist Information Centre**

Members noted the level of enquiries to the tourist information centre and were pleased to note the new Blue Plaque Heritage Trail, prepared by the Administration & Community Events Officer.

#### **149. Seaton Beach Huts Consultation**

Members **RESOLVED** that a response to the consultation should be sent in the form attached to these minutes. (proposed Cllr. Singh; seconded Cllr. Brooks)

#### **150. Playpark inspection reports**

Members noted the play park inspections.

#### **151. Appointment of outside representative to Beachfront Management Stakeholder Group**

Members **RESOLVED** to appoint Cllr. Burrows as the councillor representative on this outside body (proposed Cllr. Beer; seconded Cllr. Singh), with Cllr. Beer as a substitute, if Cllr. Burrows unavailable. (proposed Cllr. Burrows; seconded Cllr. Singh)

#### **152. Asset Register**

Members **RESOLVED** to approve the updated asset register and disposals as at 31 January 2024, subject to an amendment regarding ownership of the town's bus shelters. Seven of these should be removed from the asset register as it had recently been discovered that they were owned by EDDC and DCC respectively. (proposed Cllr. Burrows; seconded Cllr. Singh)

#### **153. Co-option Policy**

Members **RESOLVED** to adopt the draft Co-option Policy, subject to minor amendments to remove debate and go immediately to a vote, **RESOLVED** to schedule a meeting of the Council on Monday, 26 February to vote on co-option,

after hearing from all the applicants. (proposed Cllr. Singh; seconded Cllr. Brooks)

#### **154. Civility & Respect Training**

Members considered a recommendation from the Personnel Committee that mandatory training on civility and respect should be undertaken by all councillors and

**RESOLVED** to:

- uphold the recommendation of the Personnel Committee that all Members undertake Civility & Respect Training
- approve the cost of DALC providing said training
- authorise the Town Clerk to seek DALC and councillor availability and arrange said training
- authorise the Town Clerk to update the standing orders and Members' Code of Conduct, with regard to mandatory training, in line with advice received from the Monitoring Officer

(proposed Cllr. Hartnell; seconded Cllr. Singh).

#### **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 discussion of the following item on the agenda as matters being discussed included commercially sensitive information.

#### **155. Grounds maintenance and planting tender**

Members considered the five tenders received in respect of the grounds maintenance and planting contract 2024-27 and **RESOLVED** to award the contract to John Widger of Scalwell Lane Nursery at a cost of £30,771 per annum. (proposed Cllr. Hartnell; seconded Cllr. Burrows)

Meeting closed at 6.47pm

Signed \_\_\_\_\_

Dated 4/3/2024