

**Minutes of the Seaton Town Council ('the Council')  
Meeting  
on Monday, 2 December 2024**

**Present:**

**Chair:** Cllr. A. Singh

**Town**

**Councillors:** K. Beer, P. Burrows, D. Haggerty, M. Hartnell, D. Ledger, J. Oldfield, J. Rowland & J. Russell

**Officers:** Town Clerk & Deputy Town Clerk

**Public:** Two members of the public in attendance

**105. Apologies for absence**

Apologies for absence were received, and reasons accepted, from Cllrs. Bowman, Dyke & Wood.

**106. Declarations of Interest**

Cllrs. Hartnell, Haggerty & Ledger declared personal interests as East Devon District Councillors (EDDC) and Cllr. Hartnell as a Devon County Councillor (DCC). Cllrs. Burrows, Rowland & Singh declared personal interest as members of the Axe Valley Heritage Association and Cllr Burrows declared a personal interest due to his involvement with the Carnival Committee and Seaton Majorettes.

**107. Council Minutes**

Members **RESOLVED** to approve the minutes of a meeting of Seaton Town Council held on Monday, 4 November 2024. (proposed Cllr. Beer; seconded Cllr. Rowland)

**108. County Councillor's Report**

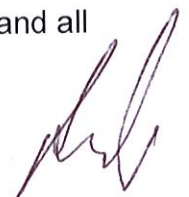
Cllr. Hartnell gave a verbal report and highlighted the following:

- Government funding for Special Educational Needs and Disability (SEND) – DCC had been offered a significant settlement from central government towards SEND over the next two years. However, this was now subject to a judicial review, which DCC were defending. Nothing further could be stated at this stage, due to the ongoing legal proceedings.

**109. District Councillors' Reports**

East Devon District Councillors gave verbal reports and highlighted the following:

- Coach Friendly – this initiative was progressing well, albeit there had been a short delay due to the prevailing weather conditions in late-November. and all



towns had now been inspected with discussions underway with all the main Devon attractions.

- Peer review – the EDDC peer review had been carried out by a mixed group of councillors and officers from across the country in February 2024 and a follow up session has just taken place with the Cabinet members and the Senior Leadership Team at EDDC. There was much positive comment, especially around work being done as regards property and the positive impact on residents. Members noted the reports.

#### **110. Public Question Time**

No matters were raised.

#### **111. Committee Minutes**

Members **RESOLVED** to note the minutes of the following meetings of the Council's committees:

- **Planning Committee** – 4 November 2024 . (proposed Cllr. Beer; seconded Cllr. Rowland)
- **Finance & General Purposes Committee** – 21 October 2024. (proposed Cllr. Singh; seconded Cllr. Beer)

#### **112. Chairman's Report**

Members noted the report.

#### **113. Town Clerk's Report**

Members noted the report and correspondence log.

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

Members noted the update on enquiries to the tourist information centre.

#### **115. Committee Membership**

No-one was appointed to fill the vacancy on the Planning Committee, following the resignation of Cllr. Bowman from said committee, so this would appear as a standing item on future agendas until a councillor was able to fill the vacancy.

#### **116. Allotments Committee**

Members **RESOLVED** to defer the item of business regarding terms of reference and appointment of four councillors to the new Allotments Committee until the February meeting of Council. (proposed Cllr. Singh; seconded Cllr. Beer)

#### **117. Community Grants**

Members **RESOLVED** to award the following community grants:

- Seaton Majorettes - £1,000 (proposed Cllr. Beer; seconded Cllr. Russell)
- Axe Valley & District Heritage Association (Season Museum) - £1,400 (proposed Cllr. Ledger; seconded Cllr. Haggerty)



### **118. Budget & Precept 2025-26**

Members **RESOLVED** to accept the recommendation of the Finance & General Purposes Committee on 18 November 2024 and:

- approve the budget for 2025-26 as attached to these minutes
- approve the precept for 2025-26 of £466,748.60

(proposed Cllr. Ledger; seconded Cllr. Singh)

### **119. Reviews of H&S policies & Marshlands risk assessment**

Members **RESOLVED** to approve updates to the following policies and risk assessment:

- Health & Safety Policy (proposed Cllr. Rowland; seconded Cllr. Haggerty)
- Lone Working Policy (proposed Cllr. Beer; seconded Cllr. Hartnell)
- Marshlands Risk Assessment (proposed Cllr. Singh; seconded Cllr. Ledger)
- Land & Buildings Policy (proposed Cllr. Singh; seconded Cllr. Beer)

### **120. Playpark inspection reports**

Members noted the playpark inspections.

Members **RESOLVED** to move item 17 (Update on the Town Hall) into the confidential part of the meeting due to the commercially sensitive nature of the information. (proposed Cllr. Singh; seconded Cllr. Beer)

### **Confidential Items**

The Chairman moved that in accordance with the Council's Standing Order 1(d) press and public would be excluded from the meeting during the discussion of the following item on this agenda as the matters being discussed included commercially sensitive information.

### **121. Update on the Town Hall**

Members received an update on actions taken and advice received with regard to the town hall, since the last meeting and **RESOLVED**:

- to authorise the Town Clerk to engage legal advice from the Council's retained solicitors to a maximum cost of £2,500 + VAT
- to authorise the Town Clerk, in consultation with the Chair and Deputy Chair of the Council and Chair of the Finance & General Purposes Committee, to take such action as is required to protect the Council's position, in light of the advice received, and to report any such action to the next meeting of Council
- subject to the advice given, to authorise the following works and associated costs:
  - repairs/replacement of fire doors in Museum at a cost of £2,640 + VAT
  - repairs/replacement of fire doors in the Gateway Theatre at a cost of £3,652 + VAT
  - replacement of all emergency lights in the Town Hall at a cost of £6,115.13 + VAT
  - the commission of a comprehensive EICR at a cost of £2,012.40 + VAT

and to reclaim amounts due from the tenant under the lease

- to authorise the Town Clerk to commit such expenditure as is required to carry out any remedial works identified as necessary by the EICR and to reclaim amounts due from the tenant under the lease
- to authorise the costs to be met from the 2024-25 maintenance budget for the town hall, with any excess being met from the earmarked reserve for general asset maintenance
- to issue statements correcting the record, should this become necessary, in the view of the Town Clerk in consultation with the Chair and Deputy Chair of the Council and Chair of the Finance & General Purposes Committee
- to note that, if it becomes necessary the Town Clerk, will act in line with the emergency delegation already adopted by the Council as detailed below:

*'3. Urgent Matters*

- *Subject to consultation with two of the Chairman or Deputy Chairman of the Council or the relevant committee Chairman or Vice Chairman, the Town Clerk is authorised to act on behalf of the Council on any matter where, in her view, urgent action is needed to protect the interests of the Council. Such action will be reported back to the Council or relevant committee as soon as practicable thereafter'.*

(proposed Cllr. Rowland; seconded Cllr. Hartnell)

**122. Update on Marshlands**

Members **RESOLVED** to note the ongoing negotiations with potential tenants and letter of intent regarding Marshlands. (proposed Cllr. Singh; seconded Cllr. Beer)

Meeting closed at 7.44pm

Signed \_\_\_\_\_

Dated 16/12/24