

**Minutes of the Seaton Town Council ('the Council')
Meeting
on Monday, 4 November 2024**

Present:

Chair: Cllr. A. Singh

Town

Councillors: K. Beer, E. Bowman, P. Burrows, N. Dyke, D. Haggerty, M. Hartnell, D. Ledger, J. Oldfield, J. Rowland, J. Russell & C. Wood

Officers: Town Clerk & Deputy Town Clerk

Public: None in attendance

90. Apologies for absence

No apologies were received.

91. Declarations of Interest

Cllrs. Hartnell, Haggerty & Ledger declared a personal interest as East Devon District Councillors (EDDC) and Cllr. Hartnell as a Devon County Councillor (DCC). Cllrs' Dyke & Wood declared personal interests as volunteers at the Gateway Theatre Company who occupied the town hall and Cllr. Hartnell declared a personal interest as his son was a volunteer there. Cllr. Ledger declared a personal interest as he house was located withing close proximity to the allotments.

92. Council Minutes

Members **RESOLVED** to approve the minutes of a meeting of Seaton Town Council held on Monday, 7 October 2024. (proposed Cllr. Rowland; seconded Cllr. Haggerty)

Members **RESOLVED** to suspend standing orders to defer the County Councillor's Report to later on the agenda. (proposed Cllr. Beer; seconded Cllr. Haggerty)

93. District Councillors' Reports

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

- Coach Friendly – this initiative was progressing well and all towns had now been inspected with discussions underway with all the main Devon attractions.
- West Walk toilets – the works to install the new fully accessible 'Changing Places' toilets would be starting in early December

Members noted the reports.



94. County Councillor's Report

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

- Cycling & Walking Infrastructure Plan – the consultation on this plan was open until the end of November on the DCC website. There was a requirement for local authorities to produce such strategies which would then improve their ability to bid for fund improvements to routes. In Devon, ten routes had been identified for improvement including a 23km route from Beer to Uplyme, encompassing Seaton & Axminster.
- Recycling and waste – Devon has retained its position as second highest recycling county in the country and in fact increased recycling to 54.5% of waste. Also the amount of waste going to landfill has reduced from 3.4 to 1.3%.
- Snow Warden Scheme – a reminder to town and parish councils of the scheme and that salt could be ordered from DCC – up to 5 tonnes per council in 25kg bags.
- Highways – the drainage and resurfacing works to Harepath Hill had now been completed. As regards Harepath Road, this would be repatched, as there were insufficient funds in the budget to fully resurface it. Depending on the success or otherwise of the patches, if necessary, a bid would be put forward for complete resurface in future years.
- Parking -concerns had been raised about parking on the corner near Jubilee Lodge. Cllr Hartnell had met with highways officers who had confirmed that this part of the road was not public highway but possibly owned by Aldi. The resident who raised concerns had written to Aldi.
- Civil enforcement – parking wardens had recently visiting the town early on a Sunday morning and several fixed penalties had been issued, including five on Harbour Road. Further visits would be taking place.
- Road crossings - several crossings in the town had been repainted and others were scheduled, including a 'No Entry' sign at the bottom of Sea Hill following concerns raised at the last town council meeting.

Members noted the report.

95. Public Question Time

None.

96. Committee Minutes

Members noted the minutes of the following meetings of the Council's committees:

- **Planning Committee** – 23 September, 7 & 14 October 2024

97. Chairman's Report

Members noted the report.

98. Town Clerk's Report



Members noted the report and correspondence log and, in particular noted the expenditure that had been authorised under the Council’s scheme of delegations to carry out essential repairs to the lift at Marshlands and the advice from Devon County Council that it would not be possible to include banner fixings on the replacement lighting columns that were being installed in the town due to the coastal location.

99. Update on Seaton Tourist Information Centre

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

100. Committee Membership

Noone 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.

101. Priorities for Seaton Town Plan 2025/26 onwards

Members **RESOLVED** to:

- approve, in principle, the updated priorities as follows, subject to the final budget being agreed:

Priority	Examples of projects
1. Community engagement	<ul style="list-style-type: none"> • councillor surgeries • events • more consultations • youth project with Colyton Grammar School
2. Town appearance & promotion	<ul style="list-style-type: none"> • Christmas lights • floral displays – ensuring their future • working towards SW in Bloom • walkabouts with Streetscene • improved signage • working with Seaton Chamber and businesses to encourage improvements to buildings • town promotion
3. Assets & operations	<ul style="list-style-type: none"> • Marshlands • Town Hall • Cliff Field Gardens • Seaton Down Hill • Play parks – Underfleet & Elizabeth Road • Allotments • Street furniture



	<ul style="list-style-type: none">• Review of leases – Council land and buildings
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- authorise the town clerk to update the town plan to include these priorities once finalised, after the budget
(proposed Cllr. Ledger; seconded Cllr. Haggerty)

102. Report on Allotments

Members **RESOLVED** to:

- increase allotment fees from 30p to 60p per square metre, with the possibility of adding future annual increases in line with the retail price index, if so permitted
- note that the invoices will be issued in the Autumn of each year, therefore the new fees would take effect from 1 December 2025, to provide the requisite 12 months notice
- authorise the Town Clerk to review the Allotment Rules and make amendments to permit two bonfires per month on specified days and between specified hours and any such other amendments as she considers appropriate to ensure their fitness for purpose
- approve the establishment of an Allotments Committee, with terms of reference and membership being brought to the next meeting of the Council, for approval

(proposed Cllr. Ledger; seconded Cllr. Haggerty)

103. Playpark inspection reports

Members noted the play park inspections.

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.

104. Town Hall

Members discussed in some detail concerns regarding outstanding works and actions required to ensure the town hall was safe and in compliance with the Council's policy of insurance and **RESOLVED** to:

- authorise the Town Clerk to convene a meeting of the trustees and the manager of the Gateway Theatre, the trustees and the curator of Seaton Museum and nominated town councillors and officers, as a matter of urgency, in order to facilitate a transparent discussion, with a view to addressing outstanding essential actions at the town hall and agreeing who would be responsible for which action and a timeframe



- where reasonably practicable, to implement and/or arrange for the implementation of all outstanding actions within a month of this resolution
- agree that the temporary closure of the building may be necessary whilst works are undertaken to ensure the safety of all users

(proposed Cllr. Hartnell; seconded Cllr. Ledger)

Meeting closed at 7.29pm

Signed _____

Dated _____

[Handwritten signature]
2/12/24

