

EXMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF EXMOUTH TOWN COUNCIL HELD IN THE HOLY TRINITY CHURCH, ROLLE ROAD, EXMOUTH, EX8 1AB ON MONDAY 12TH JUNE 2017 AT 7.00 PM.

PRESENT: Councillors: B Cole (Chairman)
J Trail (Deputy Chairman)
B Bailey F Caygill
B De Saram T Darville
T Dumper L Elson
P Garbutt S Gazzard
P Graham J Humphreys
R Masding C Nicholas
D Nicholas K Norton
R Scott P Stott
B Taylor B Toyé
M Williamson

OFFICERS: Lisa Bowman, Town Clerk & Sue Cody, minute taker.

GUEST SPEAKER: Inspector Antonia Weeks, Devon and Cornwall Police.

APOLOGIES: Councillors M Chapman, C Gough, T Hill & B Nash

The Chairman asked members for agenda item 9 to be brought forward and welcomed Inspector Antonia Weeks to the meeting.

C17/064. QUESTION AND ANSWER SESSION WITH INSPECTOR ANTONIA WEEKS

Inspector Weeks gave an overview of the current situation in Exmouth. The Police Station was manned 24/7 with Police Officers, CID and the Neighbourhood PC. The National Party for modern slavery were based there as the current Chief Constable was the lead officer for the party. Crime figures had been released which combined Exmouth with Ottery St Mary and although reported crime figures were higher this was mainly a result of recording practices being adopted to enable more accurate reports to be produced. The main focus of today's policing was to protect the vulnerable, young people at risk of physical and on-line abuse, exploitation, those with mental health issues and those involved in activities that could result in a criminal offence.

Staffing within the local Police Force had been challenged over the last 6-9 months through financial restraints, sickness and maternity leave. There would be an increase of between 4 to 6 Police Officers that would join in the near future which would enable other areas of crime to be investigated. There were 8 PCSO's that had covered Exmouth and Ottery St Mary but a small reduction had occurred due to natural leaving from the posts. As the numbers of PCSO's reduced none would be replaced.

Councillors were invited to ask questions.

There had been no PCSO in attendance at the Littleham Residents Association meetings and it was unclear as to who was the assigned PCSO for the large ward. *It was PCSO Kevin McCleod and he would attend if he was available.*

There appeared to be a lack of police presence on Friday and Saturday evenings in Exmouth Town Centre compared to recent years. Why was that? *There were less Police Officers. There were two shifts on duty (4PC's) who were not necessarily on duty in the Town Centre but could be deployed to the Town Centre should an incident happen.*

There was no custody centre in Exmouth which resulted in the loss of Pc's when an arrest was made locally and those arrested had to be taken to Exeter or Launceston. *The Launceston custody cells had now been closed so they would be taken if space allowed to Exeter, then to Torquay and then Barnstaple. Once the Exeter Police Station was rebuilt at Middlemoor there would be more custody provision.*

What had happened to the presence of a black maria in the Town Centre? *There was no call for such a vehicle in Exmouth.*

Would the Police mobile CCTV be deployed for local large events in the light of the current terrorism threats? *There were no mobile CCTV's in the Police Force. Terrorism work was mainly sourced via INTEL information and there was a standing response should an event be risk assessed as high risk. The Town's CCTV was currently manned by volunteers and there were discussions at the moment on enhancement of the service.*

Drivers were parking their vehicles on pavements throughout the Town and in Phear Park. The back lanes of the Colony had cars parked that would obstruct the access to emergency vehicles for house/garage fires. *Police don't enforce parking restrictions as they do not have the resources unless the vehicle is an obstruction on the highway or an incident has occurred due to inconsiderate parking.*

Councillor J Trail reported that Councillor R Scott and the Deputy Leader of Devon County Council (DCC) would look at areas within the Town on Wednesday the following week and on Friday with DCC Highways Officer. Councillor S Gazzard stated that the RNIB were looking at the national problem of cars that were parked on pavements.

The information in respect of Exmouth Police members on the Police website seemed to be out of date. *That would be rectified in the near future.*

Was the Speed Watch Programme to go ahead? *A volunteer/s would be recruited with Police Officer support. PCSO Kevin McCleod was to look at possible sites for the speed watch to take place. Road engineering had taken place years ago, the Fire Service had run several projects and enforcement had been active when incidents of anti-social behaviour had taken*

place. A database of complaints and possible offenders was kept, in particular seafront racers.

The Chairman thanked Inspector Weeks for her time and returned to the agenda.

The meeting was adjourned for the Public Forum. Please see Appendix for details. The meeting was then reconvened.

C17/065. COUNCIL MEETING MINUTES

The minutes of the Annual Town Council meeting held on 15th May 2017 were agreed and noted as a true record.

Proposed: Cllr. M Williamson **Seconded:** Cllr. P Stott

C17/066. MATTERS ARISING FROM THOSE MINUTES

There were no matters that arose from those minutes.

C17/067. DECLARATIONS OF PECUNIARY INTERESTS AND DISPENSATIONS

There was one declaration of pecuniary interests or dispensations.

Item	Councillor	Declaration type		Reason
		Pecuniary	Personal	
C17/072	P Stott		X	She was a campervan owner

C17/068. URGENT BUSINESS

There was one item of urgent business which would be discussed under Part B as the content contained commercial business information.

C17/069. EXCLUSION OF THE PRESS AND PUBLIC

It was agreed that agenda item 16 and the item of urgent business would be discussed in Part II of the meeting as it involved the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972:

C17/070. QUESTIONS UNDER STANDING ORDER 10

There were no questions under Standing Order 10.

C17/071. REPORTS AND MINUTES FROM COMMITTEES, WORKING PARTIES, OTHER LOCAL BODIES, THE TOWN CLERK / TOWN MANAGER as appropriate (Standing Order 6.2)

- **Planning Committee**

Councillor L Elson proposed, seconded by Councillor T Dumper that the minutes of the Planning Committee meetings held on 27th March and 10th & 24th April and 8th May 2017 (as previously circulated) be received.

RESOLVED that the minutes of the Planning Committee meetings held on 27th March and 10th & 24th April and 8th May be accepted and adopted.

- **Town Clerk's Report**

The Town Clerk gave additional information to support the report which had been accepted. In respect of a question regarding the possible asset transfer of CCTV to the Town Council, the Town Clerk confirmed that budget provision had been made to cover the revenue costs associated with the Town's CCTV and that EDDC did not have a statutory obligation to provide it. Together with the Police and EDDC a scoping exercise was currently being undertaken as to the feasibility of the CCTV equipment being incorporated into the Crime Commissioner's future plans for centrally monitored CCTV hubs across the County. An audit would be carried out to ascertain the condition of the equipment and if necessary, any upgrades would be requested prior to the Town Council's acceptance of the asset. The CCTV Working Group would be reconvened to discuss the provision of CCTV in more detail.

EDDC would be introducing Street Trading Licencing in the Autumn and a charging structure would be put in place for any trading activities on the street which required licences. The affect of the charges in relation to Town Council events specifically were unknown at the current time.

Derek Parsons had now resumed his watering of summer plants which would have an impact on his other duties. Extra capacity needs in respect of other man with a van duties would take place at an HR group meeting.

- **NPSG** - notes of meeting held on 25th April 2017 were noted.
- **Local Action Group** – notes from meeting held on 19th April 2017 had been circulated by email prior to that meeting. Councillor S Gazzard had attended the meeting held on the 7th June 2017 but had nothing to add to Inspector Weeks' earlier feedback.
- **COLP** – notes from the meeting held on 8th May 2017 were noted.

C17/072. TO CONSIDER OPTIONS RELATING TO THE LARGE NUMBER OF CAMPERVANS AND OTHER VANS ADAPTED FOR SLEEPING, PARKED ON QUEENS DRIVE AND ON RESIDENTIAL ROADS.

Resolution: That the Town Council establishes a Working Group on a Task and Finish basis involving key Officers and Members from DCC and EDDC with Town Council representation to resolve the parking issues associated with campervans and other vans adapted for sleeping.

Councillor M Williamson thanked District Councillor E Wragg for the background history she had given during the public forum session. He had received to date 39 emails in respect of campervans parked on the seafront and in residential roads. A leaflet was currently in draft format that would be given to campervan owners at suggested locations which would highlight the do's and don'ts of parking campervans, owners' behaviour and consideration to others. The Environment Agency would issue on the spot fines should any form of waste water be discharged onto the highway or down surface water drains. The Police had confirmed that if vehicles were taxed, insured and had an MOT then no action could be taken even from a health and safety point of view when campervans were very closely parked on the seafront.

Councillor M Williamson proposed seconded by Councillor J Trail that Working Group be established to resolve the issue.

RESOLVED that the Town Council established a Working Group on a Task and Finish basis which would involve Key Officers and Members from DCC and EDDC with Town Council representation to resolve the parking issues associated with campervans and other vans adapted for sleeping. Working Group members nominated were Councillors Bruce De Saram, B Bailey, P Garbutt, B Nash, M Williamson, R Scott, J Trail & C Channon.

C17/073. TO RATIFY NOMINATIONS FOR TOWN COUNCIL REPRESENTATIVES TO SIT ON:

- EDDC's Regeneration Programme Board (two representatives required)
- EDDC's Arts and Culture Forum (one representative and one substitute required)

RESOLVED that EDDC's Regeneration Programme Board - two representatives – Councillor P Stott with reserve being Councillor B Bailey. The Liberal Democrat nomination would be submitted to the Town Clerk at a later date once decided. The EDDC's Arts and Culture Forum one representative nominated as Councillor Bruce De Saram. The Liberal Democrat nomination would be submitted to the Town Clerk at a later date once decided.

C17/074. BUDGETARY CONTROL AND AUTHORITY TO SPEND

Authorisation was sought for the following payment(s):

Councillor M Williamson proposed, seconded by Councillor P Stott that the expenditure listed above be approved.

05.04.17	CAB	£ 5,000.00	SLA
05.05.17	PL1 EVENTS	£ 9,995.00	STAGE & SOUND FOR FESTIVAL
09.05.17	EDDC	£19,482.01	SALARY RECHARGE APRIL 17
16.05.17	DCC	£ 2,650.00	EXE ESTUARY MGT PARTNERSHIP
16.05.17	N. COASTWATCH	£ 2,000.00	GRANT

RESOLVED that the above payments be approved.

C17/075. TO RATIFY THE TOWN COUNCIL'S REVIEW AND STATEMENT OF INTERNAL CONTROL (PREVIOUSLY CIRCULATED)

The Chairman had reviewed and noted the internal control criteria and the internal auditor had given his report. The risk assessment had been updated following his report. Councillor S Gazzard proposed, seconded by Councillor M Williamson the document be ratified.

C17/076. TO CONSIDER AND APPROVE THE TOWN COUNCIL'S RISK STRATEGY (PREVIOUSLY CIRCULATED)

Councillor L Elson proposed seconded by Councillor P Stott that after consideration the Town Council's Risk Strategy be approved.

C17/077. ANNUAL ACCOUNTS & RETURN

To approve section 1 & 2 of the Annual Return for the year ending 31st March 2017

a – Adoption of the Annual Accounts 2016/17

i - Income and Expenditure Accounts

ii - Balance Sheet

Councillor L Elson proposed seconded by Councillor S Gazzard that the Annual Accounts for 2016/17 be adopted and a vote of thanks be given to Finance Officer, Julie Gregory for all her hard work over the last twelve months.

b – Acceptance of the Internal Auditor's Report

Councillor M Williamson proposed seconded by Councillor B Bailey that the Internal Auditor's Report be accepted.

c – Annual Governance Statement

Councillor M Williamson proposed seconded by Councillor P Stott that the Annual Governance Statement be accepted.

d – Annual Return to the Audit Commission for the year ended 31st March 2017

The Chairman read out the Annual Return to the Audit Commission which was unanimously agreed.

e – Earmarked Reserves as at 31st March 2017

f – Asset Register

Councillor M Williamson proposed seconded by Councillor S Gazzard that items e and f be accepted.

PART B of the meeting.

C17/078. To receive an update on the refurbishment of the Town Hall

The minute for the item above is held by the Town Clerk.

C17/079. REPORT FROM THE FESTOON LIGHTS TAFF

The minute for the item above is held by the Town Clerk.

C17/080. DATE OF NEXT MEETING

The next meeting of the Town Council would be held on 10th July 2017 at 7.00 pm.

The meeting concluded at 9.08 pm.

Signed..... Date.....
(Chairman)

Appendix

Mrs Eileen Wragg spoke in her capacity as an ex Devon County Councillor to update all present of the past history that surrounded public concern at the parking of campervans on the seafront. The campervan issue was raised in 2007 by Councillor B Taylor at HATOC, a DCC Highways meeting, where a request for the provision 24hrs campervan parking was made. A further request was made via HATOC in 2011 for the situation to be revisited as larger campervans were taking up 2 spaces and staying for weeks. DCC officers gave consideration to 24hrs no return being adopted. Mrs Wragg asked for a survey to be commissioned which would encompass the dumping of waste from campervans, the parking over 2 spaces, overhanging of pavements, cooking hazards and Health and Safety issues. She wished to support the formation of a Task and Finish Group to address the situation.