

## EXMOUTH TOWN COUNCIL

### **MINUTES OF THE MEETING OF EXMOUTH TOWN COUNCIL HELD IN THE HOLY TRINITY CHURCH, ROLLE ROAD, EXMOUTH, EX8 1AB ON MONDAY 27<sup>TH</sup> NOVEMBER 2017 AT 7.00 PM.**

**PRESENT:** Councillors: J Trail (Acting Chairman)  
B De Saram (Acting Vice-Chairman)  
B Bailey F Caygill  
M Chapman T Dumper  
L Elson S Gazzard  
R Masding B Nash  
C Nicholas K Norton  
R Scott P Stott  
B Taylor M Williamson

Devon County Councillor, C Channon

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

**GUEST SPEAKER:** EDDC Countryside Services Team Leader, Tim Dafforn.

**APOLOGIES:** Councillors B Cole, T Darville, P Garbutt, C Gough, P Graham, T Hill, J Humphreys, D Nicholas & B Toye.

The Chairman welcomed all and asked members if Councillor B De Saram be accepted as Acting Vice Chairman for that meeting. He reminded members that the meeting was being recorded and that any comments on items be addressed through the chair and when items were debated that any comments not be repeated. Members were asked for agenda item 8 to be brought forward after agenda item 5 and that he wished to add an extra agenda item 12A, which would be for information only.

**There were no members of the public present at the meeting that wished to speak.**

#### **C17/144. COUNCIL MEETING MINUTES**

The minutes of the Town Council meeting held on 30th October 2017 were agreed and noted as a true record.

**Proposed:** Cllr. S Gazzard

**Seconded:** Cllr. R Masding

#### **C17/145. MATTERS ARISING FROM THOSE MINUTES**

There were no matters that arose from the minutes.

#### **C17/146. DECLARATIONS OF PECUNIARY INTERESTS AND DISPENSATIONS**

There were no declarations of pecuniary interest or dispensation made at that part of the meeting.

## **C17/147. EXCLUSION OF THE PRESS AND PUBLIC**

It was agreed that agenda item 13 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:

The Chairman welcomed EDDC Countryside Services Team Leader, Tim Dafforn, to the meeting in respect of agenda item 8.

## **C17/148. PRESENTATION FROM EDDC'S COUNTRYSIDE TEAM ON ITS WILD EXMOUTH PROJECT PROPOSAL**

Councillor M Williamson gave the background to the history of the project proposal and explained that Tim Dafforn and his team had been involved with the successful development of Seaton Wetlands. The Wild Exmouth Project was their next focus and the team were seeking a letter of support from Exmouth Town Council to support a funding bid from the Heritage Lottery Fund.

During 2017 there had already been a successful program of countryside events in Exmouth which had engaged 2,500 school children plus work on the community orchard in Littleham had been established. Outdoor theatre events had taken place in Manor Gardens and would return in the summer of 2018 on The Maer. Work was also being carried out on creation of a nature reserve near the Hill Crest housing development. There were 120 volunteers who supported the Countryside team who helped to deliver services and events and this year to date, the volunteers had provided 5,000 hours of support.

The Wild Exmouth Project would be a three-year project which would encompass the audit of green and blue spaces in Exmouth and work towards the creation of wildlife enhancements, including the planting of wild flower meadows in unused spaces within the town. The engagement of a team of volunteers to participate in the project was also a key component of the project but the project would not be education based as there had already been an education funded project based on Exmouth Primary Schools. Heritage Lottery funding of around £65,000 could be made available subject to some match funding of which £15,000 had been made available from EDDC's Countryside budget. The Town Clerk felt that help with match funding could be made available via the solar panel farm income that had been secured by the Town Council. A part-time Project Officer would be recruited to support the project.

Links would also be established with the friends of Exe Estuary Management Partnership and the Countryside team were looking to consult with residents, groups and organizations via a survey. Members highlighted areas that the Countryside Services team may wish to consider such as the Valley Parks corridor to the Common, Millennium Wood at the top of Dinan Way and reintroduction of long grass below the trees in Phear Park. The Chairman thanked Tim Dafforn for his presentation, the work delivered by himself and his team and the literature distributed to members. Councillor L Elson proposed, seconded by Councillor T Dumper that Exmouth Town Council write a letter of support for the Wild Exmouth Project. All members were in support. Match funding by the Town Council would be investigated once the consultation with the public had taken place. A member of the

public highlighted the need to link the project with the town's Neighbourhood Plan. In response Tim Dafforn confirmed he had received a copy of the draft plan.

**C17/149. 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 23rd October and 6<sup>th</sup> November 2017 (as previously circulated) be received.

**RESOLVED that the minutes of the Planning Committee meetings held on 23rd October & 6<sup>th</sup> November 2017 be accepted and adopted.**

**• Town Clerk's Report**

The Town Clerk gave a verbal report.

- A Deputy Clerk had been appointed.
- Letters had been sent in respect of the junction of Liverton Business Park and Salterton Road. A response letter of support had been received from the head of Blue Watch at the Fire Station. DCC Highway Officer, Tom Vaughan, had responded to confirm that the junction improvements can be considered in the future.
- A revised Heads of Terms for the Town Hall, which excluded the CCTV, had been received.
- Rons Boatman was in the process of getting a quote for the refurbishment of the Town's fingerposts.
- Xmas Tree lights would be switched on Sunday 3<sup>rd</sup> December and there had been problems with power supply and timers on some lamp columns throughout the Town.
- The Christmas lantern parade on Sunday 3<sup>rd</sup> December would be led by 4 pipers.

**• Exmouth Transport Partnership**

The notes from the meeting held on 6<sup>th</sup> November 2017 were noted and Councillor T Dumper gave an overview of the issues raised at the meeting. An audit of the railway station had been carried out and a key issue was the lack of lighting around the back of the station. Devon County Council would discuss the matter. The station refurbishment would be finished by Christmas. There had been a sewerage pipe collapse at Carlton Hill and outside the Cranford Club. Development at Rolle College and Plumb Park had commenced which had resulted in construction traffic using Douglas Ave and the main town roads so clarification of the CEMP for both sites would be sought. Stagecoach had not

identified a permanent site for the bus depot. The Flood Defence Scheme had been put back until 2019 and the Dinan Way extension to 2020.

- **Neighbourhood Plan Steering Group**

The notes of the meeting held on 24<sup>th</sup> October 2017 were noted. Roy Pryke, Neighbourhood Plan Steering Group Chairman, gave an update. The next meeting on the 12<sup>th</sup> December would focus on the Wild Exmouth Project and Tim Dafforn would attend. The latest Newsletter had been released and the next step would be preparation of the outline plan for statutory body consultation with East Devon District Council ensuring that the proposals are legally sound. A pre-submission consultation would follow with further opportunity for comments from the public before an independent examiner decides whether the plan is ready for the referendum. The target date for the referendum is April/May 2018.

- **COLP**

Reports of vandalism within the Town to property, bus damage and vehicle damage was at an unprecedented level. Councillor P Stott proposed, seconded by Councillor M Chapman that an invite be sent to the Police Commissioner and the Chief Constable to attend a meeting with Exmouth Town Council to discuss the matter.

- **LAG**

The notes from the meeting held on 1<sup>st</sup> November 2017 were noted. Councillor Nash reported that the Speed watch exercise that had taken place at Carlton Hill had not revealed any evidence of excessive speeding issues, so no further checks would take place at Carlton Hill and other forms of speeding deterrents would need to be investigated. Other areas identified as potential 'Speed watch' sites would be pursued. Shoplifting had increased by 50% and the arrival in the town of a group of youths had escalated petty crime figures.

- **Rights of Way**

The notes from the meeting held on 15<sup>th</sup> November 2017 were noted. Tim Clatworthy would join the Rights of Way Working Party as a volunteer to support Terry Knights, P3 Co-ordinator.

- **District Councillors' Reports**

- EDDC Cabinet was meeting on 29<sup>th</sup> November and a proposal from Andrew Ennis on future arrangements for campervan parking in Exmouth would be discussed at that meeting. The proposal will be recommending that campervan parking is facilitated on the EDDC owned side of Queen's Drive and within 3 car parks in Exmouth. This is based on recommendations from the Town Council's campervan TAFF which had seen ETC, EDDC and DCC working together on the issue. DCC will then work towards the introduction of restricted campervan parking within its DCC owned parking bays.
- The current street licensing costs in respect of market stalls on the Strand needed to be re-addressed as stall holders were receiving mixed

messages about licence fees and process. Seaton had recently run a community event at little cost. Town Councillors who were members on EDDC Licensing Committee would ask for an item on the next agenda to discuss a resolution. The Town Clerk had received contact from Steve Saunders at EDDC to say the matter was in hand.

Note: Councillor L Elson declared an interest in the item as she was currently looking at next year's charity event for her employer.

- Councillor M Chapman would look at possible training events where staff and members could attend.
- EDDC had received 9 bids for CIL money but none of the bids had met the CIL criteria so had been unsuccessful.
- **County Councillors update**
  - An email would be sent to request that construction vehicles for Plumb Park did not use Littleham Cross and that 'no parking' signs were put up along Buckingham Close.
  - The Exmouth to Budleigh cycle-path would be closed for few days for pipes to be laid.
  - Feedback from Exmouth Community College students on local youth mental health service provision had been impressive and thanks was sent to Helen Tribble.
  - Budleigh Salterton Community Hub was now open, and Age Concern had relocated there. Consultant sessions would soon be available, and a volunteer run café had opened. A minibus was available for patient transport.
  - Car parking permits for carers was to be discussed at DCC Executive Committee.
  - 45 DCC Road Traffic Orders would be signed off that week.
- **Local Bodies**

The Fairtrade Group had passed a motion in respect of Sainsburys trading with bodies outside the Fairtrade Group. The Fairtrade Corporation were still pursuing Fairtrade fortnight.

## C17/150. GRANT APPLICATIONS

<u>Applicant</u>	<u>Description</u>	<u>Amount Requested</u>	<u>Decision</u>
Exmouth & District Allotment Association	Cost of replacing raised timber beds for disabled community garden	£500.00	Agreed – photos of new beds to be supplied to the local paper.
Exmouth Sea Cadets	Funding for replacement minibus	£1000.00	Refused on grounds that the

			Sea Cadets have been the recipients of substantial funding from ETC in a prior year.
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**RESOLVED that the grants be agreed as above.**

**Note:** Councillor B Taylor declared an interest as she had an allotment and Councillor F Caygill as he was the liaison councillor for the Sea Cadets.

**C17/151. EXTERNAL AUDIT – TO NOTE THE APPOINTMENT OF A NEW EXTERNAL AUDITOR FOR THE PERIOD 2017/18 TO 2021/22.**

Noted.

**C17/152. TO ACCEPT A PROPOSAL FROM HR ONE FOR HR CONSULTANCY SERVICES AS DETAILED IN THE ATTACHED QUOTATION**

The Town Clerk gave an overview of the service that would be provided by HR One. Discussion took place as to whether there were sufficient hours in the proposal to carry out the tasks. Members wished the proposal to be accepted subject to a review of the hours and should it be necessary to add additional expenditure then the Chairman and Responsible Finance Officer be given the authority to spend up to £1,000.

Councillor M Chapman proposed, seconded by Councillor S Gazzard, that the proposal be accepted and that authority to spend up to £1,000 be given to the Chairman and Responsible Finance Officer should extra hours be deemed necessary.

**RESOLVED that the proposal from HR One be accepted.**

**C17/153. TO RECEIVE AN UPDATE FROM THE TOWN CLERK REGARDING LED OCEAN'S XMAS FAYRE**

The Town Clerk reported that there would be approximately 50 stalls at Ocean's Xmas Fayre with live entertainment programmed by Carla Hiley throughout the day. There would also be attractions in Pavilion Gardens to include reindeer and a snow globe. The lantern parade would be led by pipers and depart at 3.45 pm from Gunfield Gardens towards The Strand via Bath Road and Manor Gardens. Volunteer marshals were needed to accompany the lantern bearers from Gunfield Gardens.

**Note:** Councillor F Caygill left the meeting.

**C17/154. TO RECEIVE THE PROPOSED MEETING DATES FOR 2018**

The proposed meeting dates were agreed with the additional request for HR meeting dates to be included within the calendar. Re-convening of Regeneration and General Purposes meetings would be discussed at the meeting in January.

**Note:** Councillors R Scott and C Channon left the meeting.

**C17/155. RETIREMENT OF COUNCILLOR P GRAHAM**

The Chairman announced that due to ill health Councillor P Graham would resign from her role as Town Councillor for Town Ward on 31<sup>st</sup> December 2017. She was also resigning as a councillor from EDDC. During her role as a respected councillor she had been awarded the MBE, was the Town Mayor of Exmouth, Chairman of Exmouth in Bloom and a pillar within the community and would be sadly missed by all.

**PART B of the meeting.****C17/156. NOTES OF THE HR GROUP**

The minute for the item above would be held by the Town Clerk.

**C17/157. DATE OF NEXT MEETING**

The next meeting of the Town Council would be held on 8th January 2018 at 7.15pm. at the Town Hall Council Chamber.

**The meeting concluded at 10.00 pm.**

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