

EXMOUTH TOWN COUNCIL

MINUTES OF THE MEETING OF EXMOUTH TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, ST ANDREWS ROAD, EXMOUTH, ON TUESDAY 3RD APRIL 2018 AT 7.30 PM.

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

OFFICERS: Lisa Bowman, Town Clerk & Sue Cody, Office Manager.

GUEST SPEAKER: Andy Fairbank, volunteer co-ordinator during the recent severe weather.

APOLOGIES: Devon County Councillor, C Channon.

The Chairman welcomed all to the meeting and in particular newly elected councillor Alex Sadiq who had been successful at the recent elections for Town Ward. He also welcomed Andy Fairbank, guest speaker that evening and asked members for agenda item 12 to be brought forward for discussion after item 5.

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

C18/030. COUNCIL MEETING MINUTES

The minutes of the meeting of the Town Council held on Monday 5th February, 2018 were noted as a true record. This was proposed by Councillor M Williamson and seconded by Councillor S Gazzard.

C18/031. MATTERS ARISING FROM THOSE MINUTES

There were no matters that arose from those minutes.

C18/032. DECLARATIONS OF PECUNIARY INTERESTS AND DISPENSATIONS

There were 4 declarations of pecuniary interest or dispensation made at that part of the meeting.

Item	Councillor	Declaration type		Reason
		Pecuniary	Personal	
C18/036	Cllr. T Dumper		X	Members of Fairtrade
	Cllr. J Humphreys			
	Cllr. R Masding		X	Members of the Exe Sailing Club
	Cllr. B Cole			

C18/033. EXCLUSION OF THE PRESS AND PUBLIC

It was agreed that Agenda items 14 & 15 would be discussed in Part II of the meeting as they involved the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972:

Note: The Chairman requested Andy Fairbank to give his overview of events that took place during the recent cold snap.

C18/034. LEAD GENERATION

Andy Fairbank gave an overview of his involvement in drawing together a response team of volunteers, mainly 4 x 4 vehicle owners, in response to people stranded in the snow. He wished to alert the Town Council to the lack of joined up responses between District and County Councils and the Exeter Hospital Health Service call centre. He fed back that Torbay Hospital Trust had a well-coordinated response and that we should endeavor to establish a similar system. On the first night people were rescued by the volunteers from abandoned cars on the Lypstone to Exmouth road and Woodbury Common. The next day medical staff were transported to hospitals plus two medical emergencies. NHS computers went down so hospital staff had no idea what admissions or out patients were due in. Andy himself drove over 300 miles over the 3 days and no monetary compensation has to date been offered to the volunteers or himself to cover fuel costs or repairs to vehicles damaged in the process. Councillor F Caygill thanked Andy and his team and suggested that a group be convened to create a method of response to emergency situations in times of need. Software packages may be available that would assist. The Town Clerk reported that the Flooding and Land Drainage Working Party would meet the following week and they had previously asked to put a resilience plan in place for emergency situations. Councillor M Chapman proposed, seconded by Councillor P Stott that a working party be set up. The Town Clerk would put together a Terms of Reference and circulate to members.

C18/035. REPORTS AND MINUTES FROM COMMITTEES, WORKING PARTIES, OTHER LOCAL BODIES, THE TOWN CLERK / DEPUTY TOWN CLERK as appropriate (Standing Order 6.2)

- **Planning Committee**

Councillor L Elson proposed, seconded by Councillor M Chapman that the minutes of the Planning Committee meetings held on 5th & 19th February and 5th March 2018 (as previously circulated) be accepted.

RESOLVED that the minutes of the Planning Committee meetings held on 5th & 19th February and 5th March 2018 be accepted and adopted.

- **Finance Committee**

Councillor C Nicholas proposed, seconded by Councillor B De Saram that the minutes of the meeting held on 15th February 2018 (previously circulated) be accepted.

RESOLVED that the minutes of the Finance Committee meeting held on 15th February 2018 be accepted and adopted.

- **Town Clerk's Report**

The Town Clerk highlighted some of the items within her report.

1. The results of the assets disposal auction had been listed.
2. The bid for Parishes Together Fund had been successful.

- **Deputy Clerk's Report**

The report was noted.

- **LAG**

The notes were accepted.

- **Neighbourhood Plan Steering Group**

The notes were accepted.

- **C.O.L.P meeting**

The notes were accepted.

- **ETP**

Councillor S Gazzard highlighted the problems that were being experienced by Stagecoach buses arriving at the same time at the bottom of Rolle St which was making crossing of the road dangerous for pedestrians. Councillor T Dumper would look into the issue. There had been occasions when unlicensed taxi operators had been present in Exmouth. A message needed to be directed to the public in respect of the dangers of ordering taxis on line or through social media and taxi users to check if a licence plate was attached to the rear of the taxi. A request was made for the Town Clerk or the Deputy Clerk to write to EDDC Licensing to ask them to carry out spot checks on taxis operating within Exmouth to see if they held a current licence.

RESOLVED that the Town Clerk or the Deputy Clerk write to EDDC Licensing to ask them to carry out spot checks on taxis operating within Exmouth to see if they held a current licence.

- **Town Team**
The notes were accepted.

Note: Councillor T Hill left the meeting at this point.

- **District Councillors' Reports**
 - Councillor B de Saram had attended the Arts and Culture Forum.
 - Planning training at EDDC had been organised for 25th April and 31st May at The Knowle.
 - Digger machines had started work along Queens Drive on the temporary seasonal attractions.
 - Councillor S Gazzard wished to show his appreciation to EDDC Licensing Committee for their assistance in getting changes in the Street Licensing criteria and process.
- **County Councillors update**
 - Councillor R Scott wished to give the Town Council's condolences to the family of Clarissa Slade the Mid Devon Councillor who had recently passed away at a young age.
 - Work had been recently completed on the road surface of the A376.
 - A machine for mending pot holes had recently been publicised.

C18/036. GRANT APPLICATIONS

Applicant	Description	Amount Requested	Decision
Fairtrade	Contribution towards Morning Schools Conference	£150.00	<i>Agreed. CN & SG</i>
South West Band	Contribution towards the cost of Exmouth Brass Band Festival	£550.00	<i>Agreed. CN & PS</i>
Exe Sailing Club	Contribution towards costs of National Championship events	£700	<i>Agreed. CN & SG</i>

RESOLVED that the grants be agreed as above.

C18/037. TO RATIFY THAT THE TOWN COUNCIL TAKES ON THE ROLE AS LICENSING AUTHORITY FOR PAVEMENT CAFÉ LICENSING ON BEHALF OF THE TOWN COUNCIL

A report had previously been distributed for members consideration. The £200 applicant's fee would offset staff time spent on the processing of applications. Councillor S Gazzard proposed, seconded by Councillor M Chapman that the Town Council takes on the role of Licensing Authority for Pavement Café Licensing.

RESOLVED that the Town Council takes on the role of Licensing Authority for Pavement Café Licensing.

C18/038. TO RATIFY THAT THE FLOWER TOWER CONTRACT BE RENEWED TO THE EXISTING CONTRACTOR FOR A FURTHER TWO YEARS

A report had been previously circulated for consideration by members and support was given by all for the renewal of the existing Flower Tower contract.

RESOLVED that the flower tower contract be renewed for the existing contractor for a further two years.

C18/039. TO REVIEW AND RESOLVE THE RISK MANAGEMENT POLICY AND RISK ASSESSMENT DATED MARCH 2018

The risk management policy and risk assessment had been updated to reflect the move back to the Town Hall and internal audit controls. Councillor L Elson proposed, seconded by Councillor P Stott acceptance of the updated documents.

C18/040. TO CONSIDER A MOTION FROM COUNCILLOR ROB MASDING:

“Exmouth Town Council commits to endorse the reduction in the use of single use plastic items in Exmouth via the following specific actions:

- Promoting Exmouth as a major plastic reducer
- Asking cafes to use paper and not plastic straws
- Encouraging people to carry refillable water bottles in line with the ‘Refill’ campaign and, longer term, considering a water fountain in the centre where they can be refilled.
- Asking people to refuse plastic single use coffee cups and encouraging food outlets to offer a biodegradable alternative and advertise a willingness to fill people's own cups.
- Encouraging traders to stop offering plastic bags and replace them with paper one, to pack take away food in biodegradable materials.
- Campaigning for people to avoid products with micro beads and to only flush paper down their loos. Not flushing wet wipes and cotton buds and disposable contact lenses down the loo would reduce plastic in the ocean and help the town's sewage system.
- Request that suppliers and lessees will voluntarily agree to adhere to these principles as much as possible, as a matter of principle, in all their dealings with the Town Council”.

The motion above was put forward by Councillor Rob Masding in respect of plastic usage and thanks were expressed for raising of the important issue. Devon County Council were promoting the ‘refill’ system within Devon and they were businesses in the community who were participating in the scheme. There was a new APP which held the information of businesses who were happy to participate in the refilling of water bottles.

Councillor S Gazzard proposed an amendment to the end of the motion:

“In order to achieve the aims and objectives of this motion it is agreed to set up a small working Party to discuss how as a Council we move forward to promote this motion”.

On a vote the amendment was dismissed.

Councillor R Scott proposed, seconded by Councillor B de Saram, an amendment as stated below:

“Exmouth Town Council commits to a reduction in the consumption of single use plastics in Exmouth and Devon and the council be recommended to;

1 - support DCC cabinets motion on a plastic free coastline and EDDC policy initiatives.

2 - await guidance from national government on statutory requirements on future consumption of single use plastics.

3 - recognise that non-throw-away plastic performs an important role in our society and there will still be requirements for single use plastic”.

On a vote the motion was CARRIED.

A request to be made to EDDC for more recycling bins to be sited in Exmouth and the provision of litter pickers and bags to encourage the public to litter pick along the beach.

C18/041. TO RATIFY THE FOLLOWING APPOINTMENTS TO WORKING PARTIES AND EXTERNAL BODIES FOLLOWING THE RESIGNATION OF COUNCILLOR PAT GRAHAM:

HR Group – Councillor Steve Gazzard

C.O.L.P Town ward representation – Councillor R Masding

NP Steering Group – Councillor R Masding

Exe Estuary Management Partnership – Councillor Bill Nash (Reserve Councillor Brenda Taylor)

Exmouth Regeneration Cross Party – Councillor Brian Toye

Town Hall Working Party – Councillor Tim Dumper

Councillor T Dumper proposed, seconded by Councillor S Gazzard that the above appointments be ratified.

PART B of the meeting.

C18/042. TO RECEIVE THE NOTES OF THE HR GROUP MEETING HELD ON 22nd FEBRUARY 2018 AND RATIFY ANY DECISIONS THEREIN.

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

C17/043. TO RATIFY THAT A SUB-COMMITTEE OF THE HUMAN RESOURCES COMMITTEE TO UNDERTAKE THE ANNUAL PERFORMANCE APPRAISAL OF THE TOWN CLERK.

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

C18/044. DATE OF NEXT MEETING

The next meeting of the Town Council would be the Annual General meeting and would be held on 21st May 2018 at 7.15pm. at the Town Hall Council Chamber.

The meeting concluded at 9.30 pm.

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