

## EXMOUTH TOWN COUNCIL

### MINUTES OF THE MEETING OF EXMOUTH TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, TOWN HALL, ST ANDREWS ROAD, EXMOUTH, ON MONDAY 1<sup>ST</sup> APRIL 2019 AT 7.15PM

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

**OFFICERS:** Lisa Bowman, Town Clerk & Chetna Jones, Deputy Town Clerk.

**GUESTS:** David Eaton, Office of the Police and Crime Commissioner

**APOLOGIES:** Councillors D Nicholas, C Gough & T Darville

The Chairman welcomed all to the meeting and thanked members and staff for their support over his last 4 years of service as a Town Councillor. He confirmed that a lot had been achieved over the years with the majority of decisions being agreed across all political parties.

The Chairman sought and obtained permission to bring the CCTV agenda item forward to the start of the meeting, prior to receiving reports and minutes of committees and working parties.

#### **C19/020. COUNCIL MEETING MINUTES**

The minutes of the Town Council meeting held on Monday 4<sup>th</sup> February 2019, which had previously been circulated, were noted as a true record.

#### **C19/021. MATTERS ARISING FROM THOSE MINUTES**

No matters were raised.

#### **C19/022. DECLARATIONS OF PECUNIARY INTERESTS AND DISPENSATIONS**

Item	Councillor	Declaration type		Reason
		Pecuniary	Personal	
C19/025	Cllr S Gazzard		X	Chairman of Board of Trustees for Exmouth Museum
C19/025	Cllr B Cole		X	Spouse is secretary of Board of Trustees for Exmouth Museum

### **C19/023. EXCLUSION OF THE PRESS AND PUBLIC**

There was one item on the agenda that would be discussed in Part II of the meeting that involved the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972.

### **C19/024. WELCOME DAVID EATON, OFFICER FROM D&C PCC OFFICE IN THE CONTEXT OF A REPORT AND ASSOCIATED RECOMMENDATIONS REGARDING THE FUTURE OF EXMOUTH'S PUBLICLY-OWNED CCTV SYSTEM, DERIVED FROM THE RECENT CCTV WP MEETING**

Mr David Eaton, from the Office of the Police and Crime Commissioner (PCC), was welcomed to the meeting and asked to provide a short presentation on the proposed plans for CCTV within Exmouth.

The report, which had previously been circulated, was noted and the recommendations therein were considered.

The report proposed that the current publicly-owned system be upgraded to use more modern and higher specification cameras and move the monitoring service to a central monitoring hub. Grant funding to assist will be provided by the PCC on this basis.

There will be ongoing costs which will need to be met in future years, and there is the potential to use income from the Solar Farm to help meet these costs.

Mr Eaton suggested that the Town Council may wish to invite the Chairman of the Cornwall Management Committee responsible for the central hub, which monitors cameras throughout Cornwall, to speak to the Town Council as they went through the same process 3 years ago and may have useful knowledge and experience to share.

Councillor S Gazzard proposed, seconded by Councillor P Stott, that the Town Clerk is given delegated authority to:

- work with the local policing team to identify if the existing camera network meets the current operational needs of the police or if any adjustments are advised;
- work with David Eaton of the PCC to establish the specification and operating requirements for a new CCTV system in Exmouth, based on the PCC's grant funding criteria;
- submit a formal application to the OPCC for funding towards the capital costs of the new system;
- proceed with a tendering exercise for a new CCTV system which would be within the ownership of Exmouth Town Council;
- work with David Eaton to establish the necessary operating protocols and code of conduct for the new system so that it complies with all associated legislation.

**RESOLVED that the Town Clerk is given delegated authority to:**

- **work with the local policing team to identify if the existing camera network meets the current operational needs of the police or if any adjustments are advised;**
- **work with David Eaton of the PCC to establish the specification and operating requirements for a new CCTV system in Exmouth, based on the PCC's grant funding criteria;**
- **submit a formal application to the OPCC for funding towards the capital costs of the new system;**

- **proceed with a tendering exercise for a new CCTV system which would be within the ownership of Exmouth Town Council;**
- **work with David Eaton to establish the necessary operating protocols and code of conduct for the new system so that it complies with all associated legislation.**

The Chairman thanked Mr Eaton for attending the meeting. Mr Eaton left the meeting.

*Councillor P Garbutt left the room.*

**C19/025. 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 F Caygill, that the minutes of the Planning Committee meetings held on 21<sup>st</sup> January 2019, 4<sup>th</sup> February 2019, 18<sup>th</sup> February 2019 and 4<sup>th</sup> March 2019 (as circulated) be accepted.

**RESOLVED that the minutes of the Planning Committee meetings held 21<sup>st</sup> January 2019, 4<sup>th</sup> February 2019, 18<sup>th</sup> February 2019 and 4<sup>th</sup> March 2019 be accepted and adopted.**

Councillor L Elson confirmed that the Exmouth Neighbourhood Plan was being considered as formally 'made' at East Devon District Council's Cabinet meeting on 3<sup>rd</sup> of April 2019 and proposed that training will be provided to all new councillors after the election on 2<sup>nd</sup> May 2019.

- **Finance Committee**

Councillor C Nicholas proposed, seconded by Councillor B De Saram, that the minutes of the meeting held on ~~22<sup>nd</sup> May 2017, 5<sup>th</sup> June 2017 & 19<sup>th</sup> 25<sup>th</sup> Septembe~~7<sup>th</sup> February 2019 (as circulated) be accepted, subject to the date of the next meeting being corrected.

**RESOLVED that the minutes of the meeting held on ~~22<sup>nd</sup> May 2017, 5<sup>th</sup> June 2017 & 19<sup>th</sup> 25<sup>th</sup> Septembe~~7<sup>th</sup> February 2019 (as circulated) be accepted and adopted.**

- **Town Clerk's Report**

The Town Clerk's report, which had previously been circulated, was noted.

- **Deputy Town Clerk's Report**

The Deputy Town Clerk's report, which had previously been circulated, was noted.

- **S106**

Notes of the meeting held on 29<sup>th</sup> January 2019, which had previously been circulated, were noted.

- **Quality Council**

Notes of the meeting held on 31<sup>st</sup> January 2019, which had previously been circulated, were noted.

Work was progressing towards attaining the next level in the Local Council Award Scheme.

*Councillor R Scott joined the meeting.*

- **ETP**

Notes of the meeting held on 4<sup>th</sup> February 2019, which had previously been circulated, were noted.

The bus shelter on Salterton Road now included a bus route and timetable. Stagecoach will be advertising for feedback on the current changes as well as any proposed future changes to the bus transport service.

- **Town Team**

Notes of the meeting held on 28<sup>th</sup> February 2019, which had previously been circulated, were noted.

Work on the Dinosaur Trail work continued.

- **Plastics Reduction**

Notes of the meetings held on 11<sup>th</sup> February 2019, 3<sup>rd</sup> March 2019, 18<sup>th</sup> March 2019 and a report, which had previously been circulated, were noted.

Councillor A Sadiq, Chairperson of the Plastics Reduction Working Party, confirmed that the group had met 4 times and planned to carry out research on a number of proposals prior to bringing them forward to the Town Council for approval. It was important to note that accreditations were awarded to the community and that Exmouth Town Council could potentially provide support and assistance to obtain any desired outcomes.

The Town Clerk confirmed that Terms of Reference for this group will be put forward to the Town Council at its Annual Council meeting along with all other Committees' and Working Parties' Terms of References.

It was agreed that the use of officers/note takers will be discussed in Part II along with the HR notes.

- **COLP**

Notes of the meeting held on 18<sup>th</sup> March 2019, which had previously been circulated, were noted.

The Town Clerk was thanked for providing an informative and useful presentation on the proposals for the implementation of the Exmouth Neighbourhood Plan. The presentation had been well-received by the members of the group.

- **Exmouth Festival**

Notes of the meeting held on 31<sup>st</sup> January 2019, which had previously been circulated, were noted.

Plans were well under way for this year's Festival.

The Festival will be over 4 days of the second May bank holiday weekend (24<sup>th</sup> May to 27<sup>th</sup> May) and volunteer help was needed over those days.

- **Community Resilience**

Notes of the meetings held on 30<sup>th</sup> January 2019 and 20<sup>th</sup> February, which had previously been circulated, were noted.

A verbal update of the volunteers' presentation held on 25<sup>th</sup> March 2019 was provided by Councillor F Caygill. He confirmed that final details needed to be added to the Emergency Plan and that on completion of this work he will provide further information to all the volunteers, including those unable to attend the presentation evening.

The Town Clerk confirmed that names of volunteers could not be published due to GDPR legislation.

- **Neighbourhood Plan Steering Group**

Notes of the meetings held on 8<sup>th</sup> January 2019 and 31<sup>st</sup> January 2019, which had previously been circulated, were noted.

- **Waterfront**

The Action List of the walking site inspection from Mamhead Slipway to Ocean held on 5<sup>th</sup> March 2019, which had previously been circulated, was noted.

The Town Clerk was asked to contact East Devon District Council and request that public safety notices be provided by the soon to be developed Water Sports Centre to reinforce the dangers of swimming in this area.

- **District Councillor Reports**

District Councillors gave brief reports in their areas of responsibility.

Councillor B De Saram confirmed that his report on the Arts & Culture forum which had been previously circulated and thanked members for their support to enable Exmouth to receive the much-needed attention regarding Arts and Culture.

Councillor M Chapman confirmed that all newly-elected candidates will receive notification from East Devon District Council's Democratic Services to register and receive their new councillor packs.

Councillor S Gazzard confirmed that his report on the state of the town centre retail trade which had also been circulated previously and requested that it be circulated to the new council members after the election. The Chairman of the Town Council was thanked for his help and support throughout his term of service.

Councillor B Bailey confirmed that East Devon District Council had received a grant of £11,000 from the Police and Crime Commissioner to continue with the work around Community Safety.

Councillor P Stott confirmed that East Devon District Council were looking at Modular Housing and use of containers for single occupancy accommodation.

- **County Councillor Reports**

Councillor C Channon confirmed that a Highway and Traffic Orders Committee (HATOC) meeting had been held on 12<sup>th</sup> March 2019, where the need for additional Traffic Orders for Exmouth were discussed. The work relating to the previous Traffic Orders was now fulfilled.

Although a road closure to Budleigh was in force until June 2019, the 175 and 357 bus services were able to continue operating between Exmouth and Sidmouth, albeit through a longer-diverted route.

Councillor R Scott confirmed that work on Devon County Council's 'Combatting Loneliness' campaign continued and he had attended a presentation on the work carried out in Lypstone Parish.

**C19/026. TO RATIFY THAT THE UNDERSPEND OF £4,934.08 FROM THE EXMOUTH COMMUNITY FUND BE HELD IN RESERVES TO DISTRIBUTE AT ANOTHER DRAGON'S DEN-STYLE EVENT IN 2019/2020**

Although it was unlikely that further funds would be forthcoming from Devon County Council and East Devon District Council, it was felt that, due to the success of the recent Dragon's Den-style presentation evening to pitch for Community Grant funding, this event should be repeated again.

Councillor L Elson proposed, seconded by Councillor F Caygill, that the underspend of £4,934.08 from the Exmouth Community Fund be held in reserves to distribute at another Dragon's Den-style event in 2019/2020.

Councillor S Gazzard suggested that the Town Council may like to consider adding 50% of the Town Council's grant funding into the Community Fund.

**RESOLVED that the Town Council ratifies that the underspend of £4,934.08 from the Exmouth Community Fund be held in reserves to distribute at another Dragon's Den-style event in 2019/2020.**

*Members of the public and Press left the meeting.*

**PART B of the meeting.**

**C19/027. HR Group Update**

The notes of the HR Group meeting held on 28<sup>th</sup> February 2019, including decisions therein, were ratified.

**C19/028. DATE OF NEXT MEETING**

The next meeting of the Town Council will be the Annual Council meeting due to be held on Monday 13<sup>th</sup> May 2019 at 7.15pm at the Town Hall Council Chamber.

**The meeting concluded at 9.20pm.**

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