

EXMOUTH TOWN COUNCIL

S106 & CIL Working Party

Notes of the meeting held at 10:00am on 21st July 2020 Via zoom.

Present

Councillor Fred Caygill	FC	Exmouth Town Council
Councillor Steve Gazzard	SG	Exmouth Town Council
Councillor Brian Bailey	BB	Exmouth Town Council
Councillor Aurora Bailey	AB	Exmouth Town Council
Councillor Pauline Stott	PS	Exmouth Town Council
Councillor Brian Toyne	BT	Exmouth Town Council
Jamie Buckley	JB	East Devon District Council
Sulina Tallack	ST	East Devon District Council
Lisa Bowman	LB	Town Clerk Exmouth Town Council
Mollie Carey	MC	Note Taker Exmouth Town Council

Apologies

Councillor Joy Whipps	JW	Exmouth Town Council
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1. Welcome and apologies

FC welcomed members as Chair. Apologies for absence were given and noted accordingly.

2. To approve the notes from the previous meeting dated Tuesday 14th January 2020.

The notes were approved as a true record of the meeting.

3. Matters arising from the previous meeting

There were no matters arising.

4. Update from Jamie Buckley regarding the status of S106 projects suggested by the community and the proposed consultation process.

The working party discussed the seven eligible projects that have met the criteria for S106 funding and discussed any issues that members had regarding the projects. FC queried the lease agreement on one of the proposed projects. JB to follow up

item raised with EDDC Estates team and obtain confirmation and report back at the next meeting.

JB gave an update on the status of taking the projects through to a community vote which EDDC had planned to conduct at the Exmouth Festival. Due to the pandemic, the Festival was cancelled and a community vote could not be carried out in person.

Since it is unlikely to be feasible to carry out face to face voting for some time to come, EDDC have been asked to suggest how to carry out distance voting in a statistically reliable way following consultation best practice.

This would involve sending out letters to 3,000 randomly selected households within Exmouth, each letter containing a unique code. Households would submit their online code to fill in a voting form online. By having unique online codes, EDDC could be confident that only Exmouth residents are voting, thereby avoiding the major issues of having an online vote where people can vote as many times as they like, and people potentially voting from outside of Exmouth.

EDDC would need to send hard copy letters out in the post to a random selection of households in order to guarantee statistically reliable results. EDDC do not have email addresses for all households within Exmouth so it could not be sent out by email.

A paper copy of the voting form would be made available on request to any residents receiving a letter that cannot access the internet.

If EDDC select random addresses from a list of all Exmouth households and get more than 400 responses, they can extrapolate the results to the whole of Exmouth and the result would be statistically sound.

EDDC would also collect postcodes and age groups as part of the voting to ensure they get people voting from an appropriate range of locations and ages.

Costs

Most of the letter production would be done internally at EDDC to bring the costs down; this would mean that it would be only paying for the paper and printing. The additional costs of sending out a letter to 3,000 households would be £1,350. There is around £150 in the Section 106 consultation budget which could be used. JB asked members if Exmouth Town Council would be willing to pay for some of the rest of the cost, maybe 50%, if EDDC pays for the rest?

Extra consultation if needed

If it was decided that there were not enough votes received from a particular age range or from an adequately diverse range of locations, targeted consultation could be held at a later date.

This might also be necessary if projects have equal numbers of votes.

Members agreed unanimously that this was the most strategic way to carry out the community vote and it was agreed that Exmouth Town Council would contribute half the cost out of the S106 budget. Members also agreed unanimously that 5,000 letters should be sent out instead of the originally suggested 3,000 to gauge a higher response rate and a wider scale of locations and age ranges. JB agreed that this was a good suggestion whilst informing members that the cost would rise. Members agreed to pay half of the new fee. LB to liaise with JB on the new figure and report back to the next meeting on the total expenditure.

5. Update from Lisa Bowman on potential CIL project – proposed improvements to cycle and footway network.

Chetna Jones is working on the possibility of a potential CIL project with Tim Daffron at EDDC to determine what scope there is for improvements to the Bapton Valley Park paths. There are impediments regarding the steel barriers to mobility access and poor surface conditions.

The suggestion is to widen the existing path and to remove the barriers causing obstruction and look at re-landscaping the environment on the land. A feasibility study will need to take place in order for findings to be discussed and determine whether the project is viable as well as enabling the production of a tender document. The project would be to improve the cycle route and access into the town. CJ has obtained agreement in principle from EDDC engineering department and other partners involved. This work would be consistent with the Neighbourhood Plan's priorities.

LB suggested using the CIL money to cover the cost of the feasibility study which is estimated to cost £1000 by using EDDC's surveyors. ST confirmed that the money can be used for the study.

Members agreed that it would be a very good project and would give a lot of people from Brixington access to the town. A feasibility study is a good idea to start the investigation work. All members voted unanimously and agreed to use CIL money to pay for the feasibility study.

LB to update the S106 & CIL working party on progress at the next meeting.

Dates of future meetings

LB to arrange a proposed date and circulate for members availability.

The meeting finished at *11:30am*