

**EXMOUTH TOWN COUNCIL**  
**Minutes of the Town Council virtual meeting held on**  
**Monday 14<sup>th</sup> September 2020**

**Present:**

Councillors:	S Gazzard (Chairman).	
	B Bailey (Vice Chairman).	
	A Bailey.	C Nicholas.
	F Caygill.	D Poor.
	M Chapman.	M Rosser.
	A Colman.	A Sadiq.
	F Cullis.	P Stott.
	O Davey.	A Toye.
	B De Saram.	B Toye.
	T Dumper.	J Whibley.
	L Elson.	T Woodward.

East Devon District Councillor:	P Millar.
Devon County Councillors:	R Scott and J Trail.
Exeter Port Authority	Grahame Forshaw.

**Officers:**

Lisa Bowman, Town Clerk.  
Chetna Jones, Deputy Town Clerk.

**Apologies:**

Councillors: J Whipps and I Kirvan (although in attendance at the start but left the meeting due to internet issues).

Devon County Councillor: C Channon.

The Chairman welcomed all to the meeting, including the new Rector for Holy Trinity Church, Reverend Steve Jones, and the press.

**Public Forum:** There were no questions from members of the public.

**C20/047. Council meeting minutes**

Councillor M Chapman proposed, seconded by Councillor L Elson, that the minutes of the Town Council meeting held on Monday 3<sup>rd</sup> August 2020 be approved.

The minutes of the meeting (previously circulated) were received and signed as a true record.

**C20/048. Matters arising from previous minutes**

There were no matters arising from the previous meeting.

## **C20/049. Declarations of pecuniary interests and dispensations**

Item	
Councillor	None were declared.
Pecuniary or personal	
Reason	

## **C20/050. Exclusion of the Press and public**

There were no items 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.

The chairman requested, and it was agreed, that items eight and eleven of the Town Council agenda be considered before item six.

## **C20/051. Request for funding from Grahame Forshaw of Exeter Port Authority for the purchase of marker buoys at Maer Rocks**

The Chairman invited Graham Forshaw to speak.

Mr Forshaw spoke of the concerns raised about the safety of swimmers from speeding powerboats and jet skis and the need to add safety markers. By working together in purchasing and placing the buoys it is hoped that powerboat and jet ski users will be aware of the need to slow down. Enforcing is considered difficult as the patrol boats are under-utilised due to lack of funding and insufficient staffing levels. Volunteers were being sought to cover these shortfalls. Full training will be provided to obtain the necessary qualification. The Port Authority is in the process of reviewing the Harbour Revision Order, but this will take time to complete due to the lengthy process that the Port Authority is legally obliged to follow.

Councillors recognised the need for action and debated the request for funding to purchase the safety buoys.

Councillor F Caygill proposed, seconded by Councillor B Bailey, that the Town Council provide 50% of the funding and that East Devon District Council, as the authority responsible for beach safety, be asked to provide the remaining 50%.

Before taking a vote, Councillor A Sadiq proposed an amendment, seconded by Councillor F Cullis, that the Town Council agree to pay the remaining 50% if EDDC did not provide funds. It was agreed that this amendment be added to the original proposal.

The Chairman invited members to vote on the original proposal, including the amendment, and it was **RESOLVED** that the Town Council splits the total cost of £2,580.16 equally with East Devon District Council to purchase the buoys and, if East Devon District Council is unable to contribute, to pay the cost in full.

## **C20/052. Motion by Councillor J Whibley to consider a one-off financial contribution to East Devon District Council to enable more public toilets to be opened in a Covid-19 secure manner**

The matter was debated at length and the following points were raised:

- Public toilets were an important factor in the health and well-being of residents and visitors.
- Exmouth Town Council should follow Seaton Town Council in contributing funds to provide additional toilets.
- The public toilets by the train station were ideally located and serve as a gateway to the train station, Imperial Car Park, and the well-used food retail outlet.
- East Devon District Council may wish to approach Great Western Railway and National Rail for funding to open these public toilets.
- The methodology of calculating the cost to open the toilets should be questioned as there are discrepancies in the information provided.
- The cost seemed high in view that this will only fund until 31<sup>st</sup> March 2021.
- Due diligence is needed to ensure best value is attained, meaning more information is needed including a detailed breakdown of cost.
- East Devon District Council is in financial difficulty and needs support in providing these essential services.
- Consider re-deploying funds.

Councillor F Caygill proposed, seconded by Councillor F Cullis, that Exmouth Town Council contributes 50% towards Option A - the opening of the public toilets by the train station between 8am and 8pm, 7 days a week (8am – 5pm from October) at a cost of £17,668.93, and this was NOT agreed.

Councillor J Whibley proposed, seconded by Councillor T Woodward, that the Town Council proceeds with Option A, to contribute £17,668.93, to open the public toilets between 8am and 8pm, 7 days a week (8am – 5pm from October) in a Covid-19 secure manner.

Before voting took place, an amendment was proposed by Councillor M Chapman, seconded by Councillor B De Saram, to deploy the operative currently paid by the Town Council as part of the grass cutting contract, to offset against the cost of cleaning the toilets, and this was NOT agreed.

The Chairman invited members to vote on the original proposal, and it was **RESOLVED** that the Town Council proceeds with Option A, to contribute £17,668.93, to open the public toilets between 8am and 8pm, 7 days a week (8am – 5pm from October) in a Covid-19 secure manner.

**C20/053. Reports and minutes from Committees, Working Parties, other local bodies, the Town Clerk/Deputy Town Clerk, District and County Councillors as appropriate (Standing Order 6.2)**

### **Planning Committee**

Councillor L Elson proposed, seconded by Councillor F Cullis, and it was **RESOLVED** that the Town Council approves the minutes of the meetings held on 20<sup>th</sup> July 2020, 3<sup>rd</sup> August 2020 and 17<sup>th</sup> August 2020 and any recommendations therein.

### **Finance Committee**

Councillor A Sadiq proposed, seconded by Councillor F Cullis, and it was **RESOLVED** that the Town Council approves the minutes of the meeting held on 13<sup>th</sup> August 2020 and any recommendations therein.

### **Town Clerk's Report**

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

### **Deputy Clerk's Report**

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

Councillor M Chapman asked that it be noted that many residents had asked that the Town Council's Town Maintenance Team should be congratulated as they were doing a great job in maintaining the roads in the outlying areas of Exmouth.

### **Climate and Ecological Emergency Working Party**

The notes of the meeting held on 11<sup>th</sup> August 2020, which had been previously circulated, were noted.

Councillor T Dumper proposed, seconded by Councillor M Rosser, and it was **RESOLVED** that the Town Council ratifies the terms of reference amendment to facilitate monthly meetings.

### **Community Organisations Liaison Panel (COLP)**

The notes of the meeting held on 17<sup>th</sup> August 2020, which had been previously circulated, were noted.

Councillor D Poor proposed, seconded by Councillor P Stott, and it was **RESOLVED** that the Town Council ratifies the amendments to the terms of reference.

### **Gorfin Hall Working Party**

The notes of the meeting held on 24<sup>th</sup> August 2020, which had been previously circulated, were noted.

### **Town Maintenance Contracts Task and Finish Forum**

The notes of the meeting held on 13<sup>th</sup> August 2020, which had been previously circulated, were noted.

Councillor M Chapman proposed, seconded by Councillor B De Saram, and it was **RESOLVED** that the Town Council approves the delegated authority for the Town Maintenance Contracts TAFF to:

- Proceed with a tender process for the Grounds Maintenance Contract in line with the current procurement legislation, using the Grounds Maintenance Contract Specification and Plant Plan as part of a tender pack.

- Review the tenders in line with the procurement legislation and agree a shortlist and preferred choice to be presented to the Town Council for final approval.

### **Outside Bodies**

Councillor O Davey confirmed that the Allotment Association had updated the rules and constitution and were discussing the cleansing, maintenance and security of both sites. Councillor O Davey thanked the Town Clerk for assisting with the security issue caused by Jurassic Fibre when they cut down a hedge, leaving a large gap in the grounds to the allotments.

Councillor T Dumper provided an update on the Devon Association of Local Councils (DALC) County Committee meeting he had attended where the following matters were discussed:

DALC AGM and Conference - Proxy Forms have been sent out to Clerks for the AGM. The AGM and Conference is to be held on October 7th (Virtual via Zoom). Forms will need to be returned by October 3rd.

Government Planning Proposals - County Committee had a long discussion about the proposals, many of which all members there opposed, especially what appears to be a proposal depriving local people of a voice on current applications. One member of the committee had been a senior planning officer before retiring, and he helped in organising ideas for a response from DALC. Councillor T Dumper informed members of the available training webinars, and of the Town Council's intention to attend webinars, discuss at Planning and Town Council meetings, and submit a response.

Policy Priorities of DALC - It was agreed to include the developing work on Climate and Ecological Emergency in these priorities.

### **District Councillors' Reports**

The Chairman thanked Councillor B De Saram, Councillor O Davey and Councillor T Woodward for their written reports, which were circulated in advance of the meeting and were noted. The reports have been attached as an appendix to these minutes.

It was confirmed that local people will not have the opportunity to have a say in the emerging Greater Exeter Strategic Plan (GESP).

Councillor P Millar confirmed that the temporary planning permission will lapse for the temporary car park space on the seafront on 15<sup>th</sup> September and that currently there were no permanent plans for this site. If the current Covid-related situation continues there was no guarantee that further temporary permission would not be sought next year. Further car parking space will also be available at the new Watersports Centre.

Councillor P Millar confirmed that the Car Park Task and Finish Forum had been re-instated and the views of the Town Council on relevant matters will be welcome.

## **County Councillors' Reports**

Councillor J Trail welcomed Reverend Steve Jones to Exmouth.

The County Councillors' report, which had previously been circulated, was noted. The report has been attached as an appendix to these minutes.

### **C20/054. Nominations and agree Councillor membership of the Flooding & Land Drainage Working Party (one member per ward recommended)**

Nominations for membership of the Flooding and Land Drainage Working Party were received and agreed as:

Councillor B De Saram for Littleham  
Councillor P Stott for Halsdon  
Councillor F Cullis for Withycombe  
Councillor C Nicholas for Brixington  
Councillor T Dumper for Town

### **C20/055. Co-option policy for Exmouth Town Council**

Councillor L Elson proposed, seconded by Councillor F Cullis, and it was **RESOLVED** that the Town Council adopts the co-option policy for Exmouth Town Council and instructs the Town Clerk to advertise the vacancy in the Withycombe Raleigh ward.

### **C20/056. Update on progress of works to the Jubilee Clock Tower and ratify the additional expenditure required for contingencies to see the project through to fruition**

It was noted that progress on this work was delayed due to the Covid-19 situation.

The Deputy Town Clerk confirmed the timeline of work, outline budget and the need to allow for a 20% contingency, to accommodate the special measures a contractor will need for Covid-19 secure precautions and limited availability of material.

Councillor F Cullis proposed, seconded by Councillor M Chapman, and it was **RESOLVED** that the Town Council notes the update, including the contingency of £4,000 in addition to the outline budget previously agreed, and proceeds with the repair work to commence in March.

### **C20/057. Date of next meeting**

The next meeting of the Town Council will be held on Monday 12<sup>th</sup> October 2020 at 7.15pm.

**The meeting concluded at 9.43pm.**

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

## **Appendix – East Devon District and Devon County Councillors' Reports**

### **District Councillor's Report – Councillor Olly Davey**

Since the last Town Council meeting, I have attended briefings on arrangements for a local Covid-19 outbreak, and on Enterprise Zones, which was mainly to do with development around Exeter airport.

I also attended full council, where the SPC decision to withdraw from GESP was ratified, after another debate, where many of the same opposing arguments were again given an airing.

As a member of Planning Committee, I have attended a couple of confidential briefings and discussion of planning proposals, none of them to do with Exmouth. I also attended a Planning meeting, where the only Exmouth-related proposal, for a barn conversion in Maer Lane, was approved.

I have also had a couple of meetings with local residents concerned about planning applications that were likely to affect them, and one with some developers concerning a possible development of a redundant building in Exmouth.

I have also had one informal meeting with some other Exmouth District Councillors to discuss the possible shape of future development of Exmouth seafront.

## **District Councillor's Report – Councillor Tony Woodward**

### **1. Licensing**

Attended Licensing and Enforcement Committee on 3 September when the Committee recommended that the EDDC Draft Statement of Licensing Policy 2021- 2026 should be put out for public consultation as part of the required 5 yearly review. The draft policy was distributed on 7 September with the consultation period closing on Sunday 1 November 2020.

### **2. Licensing**

Attended the Institute of Licensing online Training day on 8 September.

### **3. Planning Committee**

Attended Planning Committee on 10 September where I voted in favour of, and the committee approved, the conversion of redundant rural buildings at "The Meetings" Maer Lane, Exmouth to residential use.

### **4. EDDC Full Council meeting 20 August**

Attended full council and spoke on the issue of mental health regarding the motion on recognition of LGBT+ issues.



### **District Councillor's Report – Councillor Bruce de Saram**

On 20th August I attended the EDDC Full Council and took part in the debate on Tackling Biphobia and in so doing made members aware of the issue of BAME ethnic groups within East Devon. This was very relevant because although there is no flag to fly outside Blackdown House yet, the BAME community is in the news for devastating reasons, as the Covid-19 pandemic is deemed more lethal to those within these ethnic minority groups.

On 9th September I attended the Planning Committee with my fellow Exmouth members and spoke in support of the Littleham Ward application 20/0842/FUL *“Conversion of disused agricultural building to create one dwelling, including construction of single storey extension and demolition of outbuildings. Construction of new access and change of use of land from agricultural to domestic to facilitate the provision of 2no. car parking spaces to serve existing dwelling”*. The members of the committee present also supported it, so it was approved in line with the recommendation of the original report. RECOMMENDATION: 1. ADOPT the Appropriate Assessment forming part of the report; and 2. Approval with conditions.

## **County Councillors' Report**

The Dragon Patcher has carried out extensive work in Douglas Avenue, covering many potholes and defects. During the road closure there was a lot of enforcement activity to allow the work to take place.

All three Cllrs have an excellent relationship with the Highway Enforcement team and frequently request changes to routes to deal with issues and we will see more done to enforce road closures.

There have been extensive talks with Taylor Wimpey, and they have been persuaded to monitor the speed and frequency of the HGVs accessing and egressing both the Plumb Park and the Buckingham Heights sites.

Cllr Trail was able to get the vehicles parked near ERADE in Douglas Avenue removed ready for the new double lines to be installed.

We have managed to get the caravan parked in Douglas Avenue removed to a caravan park in Woodbury.

Both Cllr Channon and TARA have agreed to pay for the installation of two VAS signs in Douglas Avenue.

Wales and the West have almost completed their improvements to the gas pipes in Cranford Avenue and have now moved into Douglas Avenue. The work is due to be complete by the end of September.

Liverton – there is an embryonic scheme to deal with the issue of access and egress on the estate. This will not involve traffic lights or a roundabout, we believe from the data that there is an easier solution which would not impact on the Salterton Road.

Higher Marley Rd – issues around speeding and anti-social behaviour. Cllr Trail is dealing with this.

Health and social care – the Integrated Care System is now nearing completion and must be up and running by 2021. There has been an immense amount of engagement and scrutiny on this subject and, in our view, we are now in a position where it can be fully supported. Devon is leading the rest of the country in relations to the ICS and fundamentally the democratic engagement to make it work, truly work, for our communities.

Prevention Concordat – Cllr Scott will be attending a catch-up briefing on where DCC and partners are currently situated in line with the commitments they signed up to. Suicide prevention and mental health are two topics that the three County Cllrs fully support and will continue to push.

The Councillor Advocate scheme asking for help and support. This scheme works well and is very useful for engagement with the Police.

OPCC annual report:

<https://www.devonandcornwall-pcc.gov.uk/news-and-blog/multimedia-hub/communities-are-working-together-and-safer-than-ever-%E2%80%93-but-more-to-be-done/>

Road safety survey from OPCC:

<https://www.surveymonkey.co.uk/r/apccsaferoads>

Pavement parking consultation – response to select committee report 2019. These changes are something we have pushing for the last three years, essentially, we want the enforcement power to rest with the Highway Authority. Pavement parking would essentially be illegal except where it is deemed appropriate and necessary. Possibly ETC may like to respond as a public body?

<https://www.gov.uk/government/consultations/managing-pavement-parking>

A DCC update on Covid-19 has been circulated.

Update on armed forces covenant and timeframe for it to enshrined in law. DCC has responsibility for the Covenant in Devon alongside partners. It is a shame that Cllr Trail will not get the opportunity in his role as Vice Chairman to get involved in this as much as he would like due to Covid restrictions.

Information on grants available for schools and pupils has been circulated.

Unitary councils – we await the govt white paper and details of what govt expects.

Details of Transport update relating to schools has been circulated.

DCC flooding strategy consultation. Perhaps the TC can take a collective view and respond accordingly