

EXMOUTH TOWN COUNCIL Town Maintenance Overview Working Party

Notes of the meeting held at 10am on Thursday 10th June 2021 via Zoom.

Present

Councillor Ian Kirvan	IK	Exmouth Town Council (Chair)
Councillor Maddy Chapman	MC	Exmouth Town Council
Councillor Frank Cullis	FC	Exmouth Town Council
Councillor Steve Gazzard (ex-officio)	SG	Exmouth Town Council
Chetna Jones	CJ	Deputy Town Clerk, Exmouth Town Council
Jennifer Wellington	JW	Note Taker, Exmouth Town Council

Apologies

Councillor Olly Davey	OD	Exmouth Town Council
Councillor Tony Woodward	TW	Exmouth Town Council

1. Welcome and apologies

IK welcomed members to the meeting and apologies were noted.

2. To approve the notes of the last meeting

The notes of the meeting held on 6th May 2021 were approved.

3. To ratify payment of £29,468.66 for the invoice from EDDC for both Grounds Maintenance and Highway verge grass cutting contracts

The invoice sent from East Devon District Council (EDDC) covered last year's work, from April 2020 – March 2021 and was greatly reduced to previous years.

Members agreed unanimously to ratify the payment of £29,468.66 for the invoice from EDDC for both Grounds Maintenance and Highway verge grass cutting contracts.

CJ reminded members that the Highway Verge grass cutting had been renewed for the year 2021-22.

4. To receive an update on progress with Phear Park compound area including outcomes from Western Power and South West Water

CJ updated members on the progress of the Phear Park compound area:

- CJ explained that she had reported back to EDDC's Estates Team with the points and concerns raised from the last meeting. However, she has not had any response back yet.

- As a draft lease for the compound has not been received, CJ is reluctant to undertake any work at the site which would incur any expenses. However, investigative work has begun at the site, including surveys and establishing cost to add services such as electricity, water and drainage.
- CJ explained that when she spoke with Nick Christo (NC), EDDC Street Scene, he reiterated that the Town Council should not be using EDDC's Camperdown Depot for disposing of green waste collected through grounds maintenance works. She added that NC put her in contact with Coastal Waste who suggested that the Town Council create compost heaps with the ground maintenance cuttings. If the compost heap becomes too big for the site, Coastal Waste can be contacted to collect the green waste. CJ confirmed that waste collected from road clearing could continue to be disposed at the Camperdown Depot as they would not be suitable for composting.
- The seized caravan is still yet to be removed by EDDC. However, the tree that was growing in the middle of the site has been removed and a contractor is due to survey the shared wall with the Rifle Club imminently.
- Simon Allchurch (SA) had been obtaining quotes for services:
 - Western Power Distribution (WPD) – there appeared to be no issues with connecting to the WPD services, and the quote that was circulated to members prior to the meeting seemed reasonable.
Action: CJ to request, in writing, the possibility of installing electric charging points in the future.
 - South West Water (SWW) – tapping into the existing SWW mains pipes would be the easiest and most cost-effective option. If a new pipeline were to be installed, it would be a major task as the pipeline would need to connect to the pipe in Park Road, which is some distance away from the site.
SA will obtain quotes for installing a submeter for the fresh water supply coming into the site, with the grey/wastewater to be connected to EDDC's drainage. Members were asked to note that connecting to the existing drainage pipes may incur a cost.
- It is likely that purchasing another bowser for watering the plants would be beneficial in the future.
- CJ spoke to a company in Pound Lane regarding hiring welfare units. Due to the state the units were returned, the company no longer hire them. The company added that there is a shortage of units due to the ongoing Coronavirus pandemic, which also means that the units that are available are demanding a higher price.

The EDDC welfare unit at Camperdown appears quite spacious with a kitchenette, office, staff room, toilets and a changing room. CJ estimated that a similar unit to this would cost around £7,500 new and would have a 20 – 30-year lifespan if looked after correctly.

- There was no update on the vehicle delivery.
- CJ explained that without a draft lease any work on the gate will be put on hold.

5. To note the plant plans for winter/spring flowering and plant order for late Autumn 2021

CJ updated members on the plant plans for winter/spring flowering and plant order for late Autumn 2021:

- The summer plants have arrived, along with the hanging baskets for the Magnolia Centre and the troughs for beside the train station.
- The flower towers are to be emptied today with 20 refilled on Saturday 12th June and the remaining 22 on Monday 14th June.
- Exmouth in Bloom (EiB) are going to be working on the planters in the Magnolia Centre, and it is hoped that the remaining flowers for the flowerbeds will be planted by Friday 11th June.
- A lot of the perennials have been kept, allowing them to continue to grow to see how they establish themselves in the beds.
- CJ confirmed that the Town Council's Maintenance Team can help EiB with clearing roads and pavements on the Britain in Bloom judging route.
- Winter plants have been ordered as per the information previously circulated. CJ explained the plants ordered will follow a similar theme as the summer plants. Members raised how impressed they were with the plant plans and all those involved in creating the plan, including plant supplier Simon Boyce and were thanked for their hard work.
- The Town Maintenance Team has been working well in delivering the new ground maintenance work. It was noted that the Town Maintenance Operative, Stephen was managing well with Andrew with the gardening tasks.
- As well as planting, the Team has been weed spraying using the new weed spay equipment, targeting the weeds that cannot be removed with the weed-ripping machine.
- Unfortunately, there are areas within the Town Centre that are being neglected. CJ confirmed that photographs of these areas, such as the

Parade and Magnolia Centre, have been sent to Street Scene but no response has been received.

MC proposed, seconded by IK that CJ, on behalf of this Working Party, writes to EDDC's Portfolio Holder for Coast, Country and Environment, Councillor Jung, to ask what responsibility Street Scene has in the town with regards to street cleansing, providing photographs of the issues and suggest meeting with the Chairman, Cllr I Kirvan to walk around the town.

6. To review grass cutting schedule and agree areas to be left uncut to promote wildlife

Members raised that there are some grass verges, especially those at junctions, that need to be cut urgently. It was believed that EDDC have a 5-week cutting cycle for grass verges. However, it may not consider weather, which could be the reason for why some of these verges have grown so much over the past few weeks/months.

CJ explained that the Town Council has a cutting tier system:

1. The grass around the flowerbeds is to be cut regularly and grass taken away so that the flowerbeds can be seen.
2. The grass on other highway verges (additional areas) is to be cut and the grass mulched back into the ground.
3. The grass at the base of banks is to be cut to avoid any encroachment on the footpath but the bank itself is to be cut once a year to encourage wildflowers to grow.

CJ added that she met with the new Exmouth Neighbour Highway Officer (NHO) virtually and she explained that he seems very knowledgeable with Devon County Council's (DCC) rules so should be a real asset to the town. Additionally, the NHO made her aware of a new map on the DCC website which shows landownership and highway responsibilities.

Action: Members let CJ know of any junction that needs cutting.

7. Bus Shelters

IK sits on the Exmouth Transport Partnership (ETP) meeting and highlighted at the last ETP meeting that a routine maintenance plan needs to be implemented for the cleaning of the bus shelters and weeding of the surrounding area.

There is a plan for Fernbank to replace the DCC main road bus shelters in the future, but it is unclear when this would be.

CJ explained that any cleaning or weeding can be scheduled in with the Town Council's Maintenance Team, but ownership would need to be established first to ensure the correct authority takes responsibility for their bus shelters.

Action: CJ to find the bus shelter ownership document and circulate to members.

8. Any other business

Thank you

Members wished to pass on their thanks to EiB for all the work they do in the town.

Action: CJ to pass on thanks to EiB from members.

Phear Park Roadworks

Major road resurfacing works are scheduled to be undertaken in Phear Park shortly. CJ has spoken to EDDC's Engineers to liaise with them with regards to access to the compound.

Date of next meeting

The next meeting is scheduled for 8th July.

The meeting finished at 11.52am.