

EXMOUTH TOWN COUNCIL Town Maintenance Overview Working Party

Notes of the meeting held at 10am on Thursday 11th November 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 Olly Davey	OD	Exmouth Town Council
Councillor Tony Woodward	TW	Exmouth Town Council
Chetna Jones	CJ	Deputy Town Clerk, Exmouth Town Council
Anna Jones	AJ	Notetaker, Exmouth Town Council

Apologies

Councillor Steve Gazzard	SG	Exmouth Town Council (ex-officio)
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1. Welcome and apologies

IK welcomed members to the meeting and apologies were received as above.

2. To approve the notes of the last meeting

The notes of the meeting held on 14th October 2021 were approved.

3. Matters arising

Item 5 of previous minutes – CJ to email DCC to ask if another visibility cut will be taking place

IK queried if CJ had made contact with DCC regarding the grass cut in September that didn't take place, particularly in Brixington and on the boarder of Halsdon. CJ confirmed she had emailed DCC but had received no response.

IK confirmed the ongoing grass cutting issues in Bystock Road, Pines Road Junction, and the Marley Road and Bankside Junction need to be cut and edges strimmed.

Action: CJ to request Town Maintenance Team to cut all verges at Bystock Road, both sides of the Marley Road/Bankside Junction, and strim and edge both sides of the Pines Road Junction.

FC joined meeting

Compliments regarding Lambeth Walk

CJ passed on thanks to the Town Maintenance Team and the Town Council regarding the grass cutting and maintenance of Lambeth Walk.

4. To receive an update on the progress of the Town Maintenance work

CJ gave an update on Town Maintenance Work. She noted that the Town Maintenance Team have made good progress. They have finished all big areas of grass cutting and have replaced all summer planting with winter plants. Bus shelter cleaning and road weed clearing has been scheduled up to the end of the year.

FC queried whether the Fernbank shelters will be included in this cleaning, but CJ confirmed it will not.

MC raised the issue of the weeds around the Magnolia Centre benches. IK confirmed that Streetscene should be sweeping and litter picking in the Magnolia Centre.

Action: CJ to discuss with Tom Wood (Streetscene Interim Ops Manager) about Streetscene responsibilities.

TW noted a positive response from Tom Wood. He mentioned the fly tipping reported by the museum and Streetscene's fantastic response in clearing it within the next few days.

5. To receive an update on Phear Park compound area

IK thanked those who attended the Phear Park compound walk on 28th October 2021.

CJ gave an updated on the revised Heads of Terms, circulated prior to the meeting. She confirmed that EDDC made the changes requested, extending the break clause to 18 months, restricting the opportunity to serve notice, and confirming the addition of the condition survey to the lease agreement. CJ stated she is happy with this response, and TW confirmed he sees no issues.

It was noted that the Town Council must take photos to evidence the current state of the compound so that future rent can be calculated on the current condition.

MC suggested that we proceed with caution and do minimal work to avoid loss of funding. IK agreed, suggesting we carry out some basic work to ensure security, but spend minimal money where we can.

CJ confirmed that she had recently reviewed the Town Council's insurance for work vans and equipment and confirmed that it has adequate insurance. She reassured councillors that the compound can be made secure with minimal spend, for example mobile CCTV and a flood gate. FC suggested solar powered security lights as a temporary measure should power not be readily available.

MC proposed, seconded by TW, to accept the Heads of Terms. The vote was unanimous to proceed to the next stage of drawing up the legal documentation.

Action: CJ to inform EDDC of the Working Party's decision to accept the amended Heads of Terms and proceed with working with the legal team, and subject to the formal documentation being available, to present to the Town Council for approval at the next Town Council meeting.

6. To receive an update on work vehicles

CJ circulated the estimated dates to receive the new vehicles, December 2021 and April 2022. Of the current vehicles, one van passed its MOT and the other is due for its MOT early next year.

7. To receive an update from the meeting with EDDC Streetscene Interim Ops Manager and to discuss and agree a desired specification of work for grass cutting

Update from the meeting with EDDC Streetscene Interim Ops Manager

IK gave an update from his meeting with Tom Wood. IK explained the Town Council's issues with the grass cutting agreement, the late start and poor communication. He also commented on lack of road sweeping. Tom Wood had explained this was due to two non-operational Streetscene Road Sweepers, which they are looking to replace.

IK confirmed he had agreed that ETC will consider continuing with Streetscene for another 12-month period, from April 2022, on the basis that we formalise the arrangement with them in writing and that communication improves.

Additionally, IK noted that within three days of the meeting, Streetscene have resolved all grass cutting issues raised in this meeting.

To agree a desired specification of work for grass cutting

There was discussion around frequency of grass cutting, growing conditions and length of grass. It was resolved that the specification of work will be on average every three to four weeks, but where growing conditions require further work that this should be done more frequently, so that grass is no longer than x within reason and weather permitting.

Action: CJ to look into DCC's policy for visibility cuts and use this as a guideline.

It was also noted that this work should include a strimmer used to cut around poles, signs, seats and bollards as well as ensuring paths are kept clear of cuttings. The areas to cut are as per the map produced in Pear Mapping, and this is to be provided to Tom Wood by CJ.

Action: CJ to provide Tom Wood with Pear Maps for grass cutting.

IK proposed, seconded by MC, to proceed with grass cutting by EDDC Streetscene for a further 12 months. The vote was unanimous.

8. To receive and discuss a request for help to reinstate the Concorde model in the Magnolia Centre. The model is situated at the northern end

of Chapel Street, near the corner of The Parade. A plaque on the brick base records 'Presented by the Exmouth Branch of the ROYAL AIR FORCES ASSOCIATION to commemorate the Diamond Jubilee of THE ROYAL AIR FORCE 1918-1978'

CJ explained that the Town Maintenance Team took the Concorde to the yard at Phear Park when they found it broken and have contacted the RAFA Club. The Concorde is not a Town Council asset, but CJ suggested it might have some historical connotations and therefore the Council might be willing to provide support.

Councillors discussed who should be involved in reinstating the Concorde and where it should be placed, back in the Magnolia Centre or elsewhere. Some councillors expressed concern as to the Town Council's involvement, suggesting if the Council gets too involved, other organisations may expect this as well.

It was agreed that the RAFA Club will put the Concorde back at their own expense.

9. To agree future meeting dates for year commencing 2022 as follows (all to be held on Thursdays starting at 10am via Zoom)

20th January
17th February
17th March
14th April
12th May
9th June
7th July
11th August
8th September
13th October
10th November
8th December

All dates were confirmed.

10. Any other business

No items were raised.

Date of next meeting

The next meeting is scheduled for 9th December 2021.

The meeting finished at 11.30 am.