EXMOUTH TOWN COUNCIL
Town Council Premises and Assets Working Party

Notes of the meeting held on Thursday 21st August at 10am in the Council Chamber.

Present

Councillor Fred Caygill	FC	Exmouth Town Council
Councillor Steve Gazzard	SG	Exmouth Town Council
Councillor Maddie Chapman	MCH	Exmouth Town Council
Councillor Graham Deasy	GD	Exmouth Town Council
Councillor Tim Dumper	TD	Exmouth Town Council
Councillor David Poor	DP	Exmouth Town Council
Lisa Bowman	LB	Town Clerk/Officer
Mollie Carey	MC	Executive Assistant

Apologies

Councillor Cherry Nicholas	CN	Exmouth Town Council
Councillor Alex Sadiq	AS	Exmouth Town Council
Councill Diane Conduit	DC	Exmouth Town Council
Councillor Pauline Stott	PS	Exmouth Town Council

1. **Welcome and Apologies.**

The Chair, FC, welcomed everyone to the meeting. Apologies were received and noted. Tristan Watson (work experience) attended to support with note-taking and presentation materials.

2. **To note the minutes of the last meeting held on 14th July.**

The notes of the previous meeting held on 14th July 2025 were proposed for approval by SG seconded by MCH and agreed by all.

3. **To receive an update on CCTV, including Manor Gardens feasibility review, RCBO installation progress, and planning for expiry of current data SIM contracts in 2026.**

FC provided an update on the town's CCTV infrastructure and noted recent requests for additional CCTV coverage in and around Manor Gardens in response to anti-social behaviour concerns. Officers will assess the feasibility of installing a new unit, including identifying appropriate camera locations, confirming secure fixing points, and tracing a reliable power supply, as historical arrangements remain unclear.

MC confirmed that the installation of some circuit breakers with over-current protection (RCBO) remains scheduled for September, at a cost of £1,150, as agreed. Exe Electrical will undertake the installation. CCTV engineers visited last week to reprogram and reset a few camera units, most of which are now back online. One remaining issue relates to the camera outside Franklins, where a cherry picker will be required to replace the hard drive; should this prove unsuccessful, a spare unit will be deployed. It was noted that electrical attendance is necessary to complete the intervention, not solely Chapter 8 traffic management.

LB advised that the current mobile data SIM contracts used by the cameras are due to expire in April 2026. Police have raised concerns regarding download speeds, particularly the delay in retrieving high-resolution footage. Officers are in early discussions with partners to explore grant funding opportunities and upgrade options, including potential hard-wired solutions. Proposals will be brought forward once funding options are clearer.

FC also reported that a town centre camera has recently been reoriented from the pub frontage towards the railway station/M&S frontage. This change has already proven operationally beneficial, having assisted live investigations with youth crime.

4. **To receive an update on the status of the S106 asset transfers associated with Plumb Park [allotments, orchard and play park].**

LB provided an update on the asset transfers associated with the Plumb Park development. It was reported that EDDC's S106 Officer remains unsatisfied with elements of the developer's delivery, including missing trees and other outstanding snagging issues. Consequently, EDDC sign-off is currently being withheld until the required standards are met.

The Town Council's solicitor remains on standby to proceed with the legal transfer once formal approval is received from EDDC.

Members raised concerns regarding the quality of the play park and noted ETC's limited influence over specification and design under the S106 agreement. Another site visit was proposed to enable members to assess the condition of the play park and inform any future decision regarding adoption.

5. **To receive an update on the status of public toilets, including Maer toilets summer opening feedback and any further facility updates.**

LB provided an update on public toilet provision, including seasonal operations and ongoing discussions with EDDC.

It was noted that the Maer toilets will remain open until late September or early October, with the exact closing date to be confirmed with EDDC. Discussions are continuing regarding future arrangements for the facility, with options including a freehold transfer at nil or minimal consideration or continued operating contributions. Indications suggest that EDDC's preference is for transfer of ownership rather than the provision of ongoing funding.

Members were advised that EDDC has agreed to keep the station toilets open until April 2026 and the scope for adoption by ETC needs to be further discussed. Significant complaints were reported over the summer regarding the condition of public toilets, including feedback from coach visitors and consequently concerns were raised about the impact on the town's reputation and local economy. Members agreed that a representative from the Town Council should attend the EDDC Overview Committee meeting in late September to present evidence and advocate for improved provision. This will be put forward to the next Full Council meeting for ratification.

The Committee was also reminded of the £60,000 budget provision available this financial year for asset management and potential public toilet transitions.

6. **To receive an update on the Holy Trinity Church flagpole support request and grant application status.**

   LB reported that Rev Steve Jones and Benedict Cambridge have been asked to submit a formal grant application to the Finance Committee towards replacing the flagpole support (est. £30,000). Under the Council's grants guidance, awards are ordinarily capped at £1,500, though exceptions may be considered subject to budget. Members noted the update and that approval rests with the Finance Committee.

7. **To receive an update on upgrade proposals for the Christmas lights display 2025.**

LB delivered a report on the condition of the town's Christmas lights display. She explained that permissions relating to drawing power from street lights, the usage of lamp columns, hanging decorations from lamp columns/catenary wires and the usage of a cherry picker on a highway, all of which must be secured from DCC, are

required annually. Similarly, LB noted that permission is needed from EDDC to erect a tree in the Strand.

LB also noted that the lack of bracket struts on lamp standards towards the ends of Exeter Road often results in more limited framed Christmas light coverage in that area of town. She also re-enforced that double catenary wires must be stress-tested annually and this is required for cross-street motifs. In some instances, this means we have to use lighter-weight icicle-style decorations.

LB revealed that the current inventory includes synthetic trees which are used above the shops in the Strand, spider lights, column motifs, framed lights and icicle lights but some of them are nearing their end-of-life.

LB explained that £15000 is in the revenue budget for the maintenance of Christmas lights and that replacements will need to come from earmarked reserves but warned against drawing on the festoon lights reserve because that is being stored to replace the lights on the seafront in the future. Typical new cross-street framed motifs cost £750 each.

LB recommended that a new star should be purchased for the Christmas tree, together with replacement trees for the Strand display, 6 spider light replacements and 4 new frames.

Members agreed that the option of real trees for the Strand could be considered, as could additional column-mounted lights on Rolle Street with DCC permission and that under-lighting and projecting onto the Town Hall porch should be explored.

It was agreed that a product catalogue would be circulated to councillors for them to peruse and then feedback in the next meeting.

Date of next meeting – 18th September 2025, 10am, Council Chamber