EXMOUTH TOWN COUNCIL
Town Council Premises and Assets Working Party

Notes of the meeting held on Thursday 25th September 2025 at 2pm in the ETC Meeting Room, Ground Floor, Town Hall.

Present

Councillor Fred Caygill	FC	Exmouth Town Council
Councillor Maddie Chapman	MCH	Exmouth Town Council
Councillor Graham Deasy	GD	Exmouth Town Council
Councillor Pauline Stott	PS	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 Steve Gazzard	SG	Exmouth Town Council
Councillor Alex Sadiq	AS	Exmouth Town Council
Councill Diane Conduit	DC	Exmouth Town Council

1. **Welcome and Apologies.**

The Chair, FC, welcomed everyone to the meeting. Apologies were received and noted.

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

The minutes of the meeting held on 21st August 2025 were noted and agreed. There were no matters arising as all items were covered on the agenda for this meeting.

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 system. He confirmed that RCBO installation works had been completed and reported that a new Stellify camera is scheduled to be trialled in The Strand on the building at Franklin's where the existing power source.

LB advised that discussions are ongoing with the Police and Crime Commissioner regarding potential funding opportunities to support future improvements. Members noted that the Council's CCTV Policy may require review in due course to ensure it remains up to date with operational and partnership arrangements.

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 has not yet signed off the allotments or orchard, with accessible plots still outstanding and trees yet to be planted. Until these requirements are met, formal completion is being withheld.

Members expressed concern over the quality and safety of the play park, particularly the adequacy of fencing and drainage. It was agreed that ETC should not incur legal costs until EDDC officers are satisfied that all facilities meet the required standards.

The Working Party noted that allotments are a statutory duty and expected to be self-sustaining through rents and use of the community building, whereas the play park would require ongoing inspection and maintenance. Members agreed to keep the situation under review pending EDDC sign-off and acknowledged that future grant funding could be explored to enhance the play area once adopted.

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. It was reported that the Maer toilets have been reopened temporarily with Town Council funding until the end of September, with discussions ongoing regarding a possible short extension into October to cover the school holiday period. Concerns remain about the Foxholes toilets, particularly around their general condition.

Members noted that wider discussions with EDDC about the long-term management of public toilet facilities in the town are continuing. The Working Party agreed that the Clerk should keep members updated as these discussions progress.

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

LB provided an update on preparations for the 2025 Christmas lights display. Permissions and installation arrangements are in hand, and members were advised

that a number of existing items are now at the end of their life, particularly the spider strands and several frames, which will require replacement this year.

Members also discussed the weight limits of the lamp columns in the Strand, emphasising the importance of confirming that any new decorations are compatible with existing infrastructure. Attention was also drawn to the longer spans required for decorations over the highway at the Parade and Rolle Street, which need to be checked to ensure safe installation.

Catalogue images were reviewed, and members agreed to recommend the purchase of a star for the main tree, fourteen new trees, six spider replacements and four new frames.

Action Points:

- MC to confirm weight restrictions for the lamp columns in the Strand and report back.
- MC to liaise with contractors to check the feasibility of the longer spans for decorations across the Parade and Rolle Street.
- MC to compile the finalised list of replacement items and circulate it to councillors for approval before purchase.

Date of next meeting –The next meeting of the Town Premises and Assets Working Party will take place on Thursday 30th October 2025 at 10:00am.