EXMOUTH TOWN COUNCIL
Section 106 & CIL Working Party

Notes of the meeting held at 10.00am on Tuesday 20th January 2026 in the Committee Room, Town Hall, Exmouth.

Present

Councillor Pauline Stott	PS	Exmouth Town Council
Councillor Mark Williamson	MW	Exmouth Town Council
Councillor Brian Bailey	BB	Exmouth Town Council
Councillor Aurora Bailey	AB	Exmouth Town Council
Councillor Nicky Nicholls	NN	Exmouth Town Council
Councillor Mike Rosser	MR	Exmouth Town Council
Councillor Graham Deasy	GD	Exmouth Town Council (ex officio)
Councillor Dianne Conduit	DCo	Exmouth Town Council (ex officio)
Councillor Fred Caygill	FC	Exmouth Town Council (Non-member)
Melissa Wall	MWA	East Devon District Council
Dave Cook	DC	East Devon District Council
Lisa Bowman	LB	Town Clerk
Mollie Carey	MC	Administrator

Apologies

Councillor Cherry Nicholas	CN	Exmouth Town Council
Councillor Steve Gazzard	SG	Exmouth Town Council

Welcome and apologies for absence

PS welcomed all present to the meeting. Apologies were noted as above.

Matters arising/ updates

LB provided an update and a brief summary of previous events regarding each of the matters arising/updates for the benefit of new members.

Plumb Park Allotments and Orchard

It was noted that, up until October, clarification was being sought from East Devon District Council to confirm that the site elements had been signed off satisfactorily, to enable the legal transfer process to commence. Members discussed recent site observations and raised concerns around the practicality and long term manageability of the allotments/orchard layout, including plot configuration, access, parking provisions and potential future maintenance and management requirements should the Town Council take responsibility for the site.

It was also noted that the Allotment Association is not currently in a position to take on management of the site, which would require the Town Council to manage the allotments in-house, members raised the staff capacity implications of this.

Members agreed that the Town Council does not proceed with the legal transfer of the Plumb Park allotments and orchard at this time, and that the site remains under the responsibility of the developer/management arrangements. The position will be kept under review and brought back to the Committee if further updates are received.

CIL-funded safety gate at Bidmead close
It was noted that NH had previously reported working alongside Emma Stamp DCC Highways Officer, following resident safety concerns at Bidmead Close where the cycle path converges with the footpath. Members had previously agreed to recommend to Full Council that up to £2,000 of the Town Council's CIL funding be allocated to support the installation of an additional gate to improve safety along the route.

Members discussed the purpose of the gate, including the need to manage shared use and reduce the risk of cyclists travelling at speed near the sheltered accommodation. It was also noted that any measures introduced should remain accessible for wheelchair users and mobility scooters.

It was noted that the matter has since been progressed by DCC and, at this stage no further action is required by the Town Council unless the issue is referred back in future.

3G football pitch feasibility/ scoping study
Members noted that the Town Council had previously agreed to fund the work using CIL and that suitable providers have been identified with quotations received within budget. Members discussed the suggested sites which are being assessed and noted that some locations may be viable subject to planning constraints, including restrictions relating to floodlighting. Other potential sites were also highlighted, including those expected to come forward through the emerging local plan.

LB advised that a site visit will take place in early February with MW alongside representatives from the RFU and FA, to review the shortlisted locations and confirm the sites to be included within the study. It was noted that the Town Council's involvement is limited to funding the scoping work with any future delivery subject to external funding criteria and the planning process. This is including matters such as drainage, access, parking and lighting impacts.

To receive an update on the S106 balances held by East Devon District Council for play from EDDC's Section 106 Officer, Melissa Wall, and the status of associated play park projects which are being overseen by Dave Cook, EDDC's project engineer.

MW provided an update on the current S106 balances held by EDDC for play and advised that the remaining unallocated balance within the general pot currently stands at £112,976, which is held for open space purposes, play, sport and recreation. MW confirmed that this balance excludes the sums already agreed at the previous meeting, including £100,000 towards the Phear Park upgrade and £97,000 allocated to the pump track at Phear Park. MW further advised that £93,000 remains allocated for Queens Drive and is currently being held pending the wider regeneration/masterplan proposals. LB advised that the adoption of the EDDC Masterplan which is due to be adopted in April 2026 will provide a clearer picture on the proposals for area which includes the play park at Queens Drive and Dave Cook confirmed that the play area could then potentially be prioritised as funding is already allocated.

MW also advised that S106 contributions are no longer accruing significantly into the general pot, with only one remaining payment currently being received in monthly instalments, and once this has been paid the balance will increase slightly but no further significant income is expected.

DC provided an update on the play park projects being overseen by EDDC and confirmed that two play areas in Exmouth were successfully upgraded at the end of 2025. These locations were at Littleham Village Hall and Byron Way. DC advised that both schemes have been completed and are already being well utilised by the community.

To receive an update on the S106 balances held by East Devon District Council for open space/sport and to consider the scope to support improvements to Phear Park, including a pump track.

DC provided an update on proposals to improve facilities at Phear Park, including play area upgrades and the potential delivery of a pump track.

DC advised that the inclusion of a pump track at Phear Park is being progressed as it was identified as the third most popular project in the previous community sports vote. He also confirmed that EDDC continues to receive regular representations from young people requesting that a pump track be delivered. DC explained that a pump track would complement the existing skate park and would be suitable for BMX and scooters, with a design that allows users to generate speed through body movement rather than pedalling.

DC advised that the pump track scheme was originally costed in 2019, however costs have increased significantly since the pandemic. As a result, additional funding is required to ensure the scheme remains viable and deliverable to the expected standard.

DC confirmed that funding for the overall improvements is in place and outlined the current position as follows. Phear Park play area improvements: funded through EDDC capital funding, with EDDC contributing approximately £200,000. Pump track: to be funded through S106, with £97,000 allocated.

In terms of delivery, DC advised that it would be beneficial for the pump track to be included within the same tender as the Phear Park play area works. This would enable both elements to be tendered at the same time to achieve efficiencies and best value. DC advised that the pump track would be located near the graffiti wall, alongside the skate park area, as this is where children and young people already congregate. Works will commence next year, and both the play area works and pump track will be included within his next tender.

To consider the scope to utilise the Council's accrued CIL balances to support the development of sports pitch facilities, including:

- **The creation of a community sports initiatives grant scheme to assist local clubs and organisations with feasibility studies and architectural fees (up to a maximum of £10,000 per project).**

To further consider and approve the allocation of £100,000 from the Council's CIL reserves to fund this initiative.

LB advised that although the agenda item referred to S106, this should instead be reworded to CIL reserves, as the Council does not hold S106 reserves for this purpose.

Members discussed establishing a Community Sports Initiatives Grant Scheme to support local sports clubs and organisations with upfront costs required to progress projects to a stage where they can apply for external/national grant funding. This may include feasibility work, planning related fees and supporting reports such as biodiversity surveys and other due diligence requirements. It was noted that other councils operate similar schemes.

MW advised that she follows an established process at EDDC when administering similar funding, including the use of grant agreements and requesting invoices/receipts and evidence of works completed, to ensure robust financial controls and that funding is spent appropriately. LB confirmed she would work closely with MW, drawing on her guidance, to develop the grant eligibility criteria and draft a policy and application process for clubs and organisations to apply.

LB further advised that she needs to confirm whether any limitations apply under Section 137 of the Local Government Act 1972, including whether the scheme would fall within the grant threshold, and that legal advice may be required. MW noted that there have been previous discussions regarding whether CIL funded grants fall within the scope of Section 137.

Members also discussed whether future grant applications should be reviewed through the S106 & CIL Working Party or the Finance Committee, and agreed that this would be revisited at a later date.

MW proposed, BB seconded and all members were in favour that a recommendation should be made to Full Council to approve the establishment of a Community Sports Initiatives Grant Scheme, funded from the Council's CIL reserves, to support local sports clubs and organisations with eligible feasibility and planning-related project development costs, and to allocate an initial £100,000 to fund the scheme, subject to an approved grant policy/criteria and application process being developed.

Date of next meeting.

Tuesday 7 April at 10.00am in the Committee Room, Town Hall. It was noted that an additional meeting may be convened in the interim should any urgent matters relating to S106/CIL arise.