EXMOUTH TOWN COUNCIL
Town Maintenance Overview Working Party

Notes of the meeting held on Thursday 9th July 2026 at 10am via Zoom.

Present

Councillor Ian Kirvan	IK	Exmouth Town Council (Chair)
Councillor Maddy Chapman	MC	Exmouth Town Council
Councillor Olly Davey	OD	Exmouth Town Council
Councillor Steve Gazzard	SG	Exmouth Town Council
Chetna Jones	CJ	Exmouth Town Council
Mark Devin	MD	Exmouth Town Council

Apologies

Councillor David Poor	DP	Exmouth Town Council
Sam Dorman (note taker)	SD	Exmouth Town Council

1. **Welcome and apologies**

IK welcomed members to the meeting.

2. **To approve the notes of the meeting held on 4th June 2026 and any matters arising**

The notes of the previous meeting held on 4th June 2026 were proposed for approval by OD, seconded by MC, and agreed by all.

Matters arising –

Item 5

A grass-cutting issue on Dinan Way was discussed after CJ and IK met with a resident about a grass verge between Byron Way and Shakespeare Way**.** Part of the verge had been cut by EDDC, but Idverde had missed the lower strip. CJ contacted Idverde, who resolved the issue promptly, and the resident later sent a grateful email. Members noted this as a positive outcome and appreciated the contractor's swift response.

Item 6

General town maintenance was briefly reviewed. The hanging baskets outside the Town Hall were praised, while other outstanding tasks remain delayed due to festival pressures. IK offered to help the team with local work when they are next in the area.

Item 7

Vehicle lease dates were confirmed for next year, with each vehicle ending at a different time. A fuller discussion on replacement options will take place in September.

3. **To consider and agree a PPE policy (draft attached)**

Members reviewed and agreed the draft PPE policy. CJ explained that although current PPE meets safety standards, staff are struggling in hot weather, especially with heavy boots that are uncomfortable, overly warm, and difficult to drive in. Alternative breathable and compliant footwear options will be explored, with IK offering to share examples of steel-toe safety shoes he previously used.

OD suggested updating the policy wording so PPE must be “comfortable” rather than simply a “good fit,” and this amendment was accepted. Members formally approved the policy with the revised wording, with OD proposing and MC seconding. CJ will now work with staff to identify suitable footwear and progress the updated policy through council approval.

4. **To consider replacing the wooden seating in the Magnolia Centre following DCC’s decision to remove them as they were damaged beyond repair**

Members discussed the damaged wooden seating in the Magnolia Centre after Devon County Council confirmed the benches were beyond repair and that unless ETC wanted to take it on, they were just going to remove them. Although seating is valued by residents, members debated whether the Town Council should replace it, raising concerns about cost, setting a precedent, and the risk of encouraging unwanted congregation.

Composite benches were suggested as a durable, low-maintenance option. Some members felt the Town Council should act quickly to avoid public frustration, while others preferred waiting until residents recognised that Devon County Council would not replace the seating. After discussion, the members agreed to replace one bench only, specifically the one removed for safety reasons, and to include a plaque stating it was supplied by Exmouth Town Council. The decision will still require full council approval.

5. **To receive an update on the graffiti within Exmouth**

There were no new issues to report, and it was noted that incidents have been unusually quiet recently, likely due to the busy town centre, lighter evenings and warm weather. Two minor tags were mentioned, and IK will email details to CJ separately.

ACTION: IK to email CJ with details of minor tags.

6. To receive an update on grass cutting.

Recent grass-cutting work was reviewed and members noted concerns about inconsistent standards. CJ had contacted Idverde after last month's poor results, questioning whether a new team was in place. Although Idverde was unhappy with the feedback, they agreed to begin sending photographic evidence of completed work before a purchase order is raised. Their latest visit produced a large set of photos, and IK checked several areas, identifying a couple of missed patches which have since been reported back to the contractor.

Members agreed that photo evidence should help maintain standards, as staff are more likely to complete work properly if it must be documented. While most verges now show little growth due to the dry weather, some larger areas had still required cutting. Overall, only minor issues were found, and the members were satisfied that monitoring will continue.

7. To receive an update on general Town Maintenance work

CJ and the Town Maintenance team have been experiencing IT issues with their scheduling system, so tasks are being added manually. Despite this, extensive grass cutting, grounds maintenance, watering, and road sweeping have been completed.

Footpaths and rights of way have been cleared, improving access for residents. The hedge by the bus stop near Lidl is scheduled to be cut.

A request from County Councillor Jeff Trail for vegetation cutting on Marine Way was declined due to Japanese knotweed, with CJ reiterating the council's decision not to touch that area until cleared.

CJ confirmed that the watering bowser is functioning well with routine servicing.

Previously raised issues, including the tall weeds on Jubilee Drive**,** have now been completed. IK highlighted some outstanding strimming on Marley Road and Brixington Lane**,** and CJ confirmed she would check with the town maintenance team to see whether this work has already been carried out.

8. Any other business

No other business.

9. Date of next meeting

The next meeting will take place on Thursday 6th August 2026 at 10:00am via Zoom.