Exmouth Town Council
Town Hall, St Andrews Road
Exmouth, Devon, EX8 1AW
tel: 01395 276167
email: reception@exmouth.gov.uk
www.exmouth.gov.uk

EXMOUTH TOWN COUNCIL
This meeting is open to the Public and Press

Wednesday 5th August 2026

To: All Members of Exmouth Town Council

Dear Councillors,

A Meeting of Exmouth Town Council, to which you are summoned, will be held in the Town Hall, First Floor, Exmouth, EX8 1AW on Monday 10th August 2026 at 6:30pm to consider the matters detailed on the agenda below.

Members of the press and public are welcome to observe the meeting and should register in advance by emailing townclerk@exmouth.gov.uk

By registering as an observer, members of the public will not automatically be permitted to speak; anybody wishing to address Members during the public speaking session will need to register separately with the Town Clerk.

Yours faithfully

Lisa Bowman
TOWN CLERK

AGENDA

1. **Apologies for absence**

The meeting will adjourn for the Public Forum.

Public Forum:

- Public speaking is limited to a maximum of 3 minutes per person and to a total of 15 minutes.
- Questions should be submitted one clear working day before the meeting to enable them to be answered more fully and precisely.
- The Chairman will usually invite speakers in the order in which requests to speak were lodged. Only if time allows will further speaking from the floor be accepted.

- Where several speakers wish to make similar points, the chairman has the right to request one spokesperson.
- As the formal meeting stands adjourned for the Forum, questions or statements from the public are not recorded in the meeting minutes but in an appendix attached to those minutes. This will not be a verbatim report of the Forum, but will record the name of the speaker, brief synopsis of the topic or question and outline of any immediate response or copy of a written reply.

The meeting will reconvene.

2. **Council Meeting Minutes:**
   To confirm and sign as a correct record the minutes of the Annual Town Council Meeting of the Town Council held on 13th July 2026 (attached).

3. **Matters arising from the Council Meeting minutes (for information only).**

4. **Declarations of Pecuniary Interest and Dispensations:**
   Members to declare any interests they may have on the agenda and agree any dispensations to stay.

5. **To resolve that the press and public be excluded from the meeting during the consideration of item(s) in Part II of the agenda as it involves the likely disclosure of exempt information as defined in Part I, Schedule 12A of the Local Government Act 1972.**

6. **To receive and consider reports and minutes of Committees, Working Parties, other local bodies and Town Clerk/Deputy Town Clerk, District and County Councillors as appropriate:**

   - **Planning Committee:** minutes of meetings held on 6th July and 20th July 2026 (attached).
   - **Climate and Ecological Emergency Working Party:** notes of the meeting held on 19th May and 28th July 2026 (attached).
   - **Flooding and water quality Working Party:** notes of the meeting held on 28th July 2026 (attached).
   - **S105 and CIL Working Party:** notes of the meeting held on 7th July 2026.
   - **Town Maintenance Overview Working Party:** notes of the meeting held 9th July 2026 (attached) and to receive a verbal update from the meeting held on 6th August 2026 **and to approve the recommendation that the Town Council:**
     - **Ratify and adopt the PPE policy (attached).**
     - **Ratify that a new bench be purchased to the Magnolia seating area to replace the broken seat that was damaged beyond repair and removed by DCC.**

- **Reports from members who represent the Council on Outside Bodies.**

(Members to provide an update on their respective outside bodies, where applicable).

i. **Devon Bus Enhanced Partnership:** Councillor Tim Dumper.
ii. **Exmouth District Allotments Association:** Councillor Olly Davey.
iii. **East Devon Arts and Culture Forum:** Councillor Steve Gazzard.
iv. **Citizens Advice Bureau:** Councillor David Poor.
v. **Exe Estuary Management Partnership:** Councillor Graham Deasy and Lisa Bowman.
vi. **Exmouth Beach Management Plan Steering Group:** Councillor Pauline Stott.
vii. **Exmouth and District Community Transport:** Councillor Tim Dumper.
viii. **Exmouth in Bloom:** Councillor Steve Gazzard.
ix. **Exmouth Water Users Group:** Councillor Fred Caygill.
x. **Placemaking in Exmouth Town and Seafront Group:** Councillor Graham Deasy and Councillor Dianne Conduit.
xi. **OPCC Councillor Advocate Scheme:** Councillor Aurora Bailey.
xii. **Exmouth Sea Cadets:** Councillor Fred Caygill.
xiii. **WEB Community Health and Wellbeing Board:** Councillor Dianne Conduit.

- **District Councillors' Reports** (to be circulated separately).
- **County Councillors' Report** (to be circulated separately).

7. **Exmouth and District Allotments Association Rules - To ratify the rules as amended and agreed by the Management Committee** (attached).

8. **Town Hall Door Access System - to receive and approve a quotation for a replacement of the existing door access system at Exmouth Town Hall** (supporting documentation and cost benefit analysis attached):
   - Decline the HFX Imperago renewal (Option A).
   - Approve replacement with UniFi Access on the existing Dream Machine Pro Max on the basis of Option B at £13,030, delivered in two phases, with Phase 2 undertaken in-house by the estates postholder.
   - Consider separately the optional external entrance intercom at £1,294 and in-house card printing at £1,162.
   - Delegate award to the Clerk/RFO within the approved Town Hall administration budget.

PART B

9. **Exmouth Town Hall – Prospective Tenancies and Lease Approvals:**
   To receive an update from the Town Clerk on the progression of prospective tenancy arrangements at Exmouth Town Hall, to seek ratification of lease agreements, and to

approve delegated authority for the Town Clerk and Chair of the Assets and Premises Working Party to conclude remaining negotiations and complete the associated legal documentation.

Date of next meeting: 21st September 2026