EXMOUTH TOWN COUNCIL

Minutes of the Full Council Meeting held in the Council Chamber, Exmouth Town Hall, St. Andrews Road, Exmouth on Monday 10 August, 2026 at 6.30pm.

Present: **Councillors**

G Deasy (Chair)
D Conduit (Deputy Chair)
A Bailey
B Bailey
F Caygill
M Chapman
T Dumper
S Gazzard
M Hall
S Isaacs
I Kirvan
C Nicholas
N Nicholls
P Stott
L Venables
J Whibley
M Williamson
A Woodward

Officers:

Lisa Bowman, Town Clerk.
Mark Devin, Deputy Town Clerk.

Apologies: Apologies were noted from Councillors Andrew Colman, Olly Davey, Nick Hookway, David Poor, Mike Rosser, Alex Sadiq and Dan Wilson.

Public Forum: There were no questions from members of the public.

C26/072. Council meeting minutes

Councillor Joe Whibley proposed, Councillor Ian Kirvan seconded, and it was agreed by all that the minutes of the previous meeting be accepted as a true record.

C26/073. Matters arising from previous minutes.

It was queried whether the discussion held at the July meeting regarding the Dinan Way Link Road and associated traffic arrangements should have been reflected in the minutes. The Chair advised that whilst concerns had been raised and previous representations had been made to Devon County Council, no specific resolution had been agreed at the meeting.

There were no other matters arising.

C26/074. Declarations of pecuniary interests and dispensations.

- Councillor Diane Conduit declared an interest for Item 9 relating to prospective tenancy arrangements at Exmouth Town Hall as a trustee/director of one of the organisations concerned and undertook to leave the meeting during consideration of that item.

- Councillor Diane Conduit also declared an interest in Item 7 as an allotment holder.

- Councillor Matt Hall declared an interest in Item 7 (Exmouth and District Allotments Association Rules) as an allotment holder and in Item 9 (Part B) due to a family connection with a regular hirer of Town Hall facilities.

C26/075. Exclusion of the Press and public.

Councillor Fred Caygill proposed, Councillor Maddy Chapman seconded, and it was agreed that the press and public be excluded from the meeting during consideration of item 9 as Part B business in accordance with the provisions of the Local Government Act 1972 due to the likely disclosure of exempt information.

C26/076. Reports and minutes from Committees, Working Parties, other local bodies, the Town Clerk/Deputy Town Clerk, District and County Councillors as appropriate (Standing Order 6.2)

- Councillor Joe Whibley proposed, Councillor Pauline Stott seconded, and it was agreed that the minutes of the Planning Committee meetings held on 6 July, and 20 July 2026 be accepted as a true record.

The following were also received and noted:

- Notes of the Climate and Ecological Emergency Working Party meetings held on 19 May and 28 July 2026.

- Notes of the Flooding and Water Quality Working Party meeting held on 28 July 2026.

  Members were advised of the forthcoming Environment Agency consultation regarding the proposed Sandy Bay outfall pipe. A public consultation event would be held at Exmouth Town Hall on 10 September 2026, following which the Flooding and Water Quality Working Party would formulate and submit a response on behalf of the Council under its delegated authority.

- Notes of the S106 and CIL Working Party meeting held on 7 July 2026.

- Notes of the Town Maintenance Overview Working Party meetings held on 9 July and 6 August 20206.

  In relation to recommendations arising from the Working Party: Councillor Steve Gazzard proposed, Councillor Matt Hall seconded, and it was agreed that the Council adopt the Personal Protective Equipment Policy.

  RESOLVED: That the Personal Protective Equipment Policy be adopted.

In relation to the recommendation to ratify a new bench to be purchased in the Magnolia seating area to replace the broken seat and removed by DCC, Councillor Ian Kirvan proposed, Councillor Steve Gazzard seconded, and following discussion a vote was taken and the recommendation was carried.

RESOLVED: That a new bench be purchased for the Magnolia Centre seating area to replace the bench removed by Devon County Council, with costs met from existing Town Management budgets.

Reports from members who represent the Council on Outside Bodies

Verbal updates were noted, where available, in respect of the following:

- Devon Bus Enhanced Partnership.
- Exmouth District Allotments Association.
- East Devon Arts and Culture Forum.
- Citizens Advice Bureau.
- Exe Estuary Management Partnership.
- Exmouth Beach Management Plan Steering Group.
- Exmouth and District Community Transport.
- Exmouth in Bloom.
- Exmouth Water Users Group.
- Placemaking in Exmouth Town and Seafront Group.
- OPCC Councillor Advocate Scheme.
- Exmouth Sea Cadets.
- WEB Community Health and Wellbeing Board.

Particular reference was made to:

- the proposed changes to local bus services, including the future of the subsidised 99E service;
- the ongoing preparations for Southwest in Bloom judging;
- recognition of the work undertaken by volunteers and the Town Maintenance Team during the recent period of hot weather;
- the recent meeting between local businesses and Devon and Cornwall Police, with discussions focused on communication between the police and retailers, neighbourhood intelligence networks and measures to tackle anti-social behaviour; and
- recent enforcement activity undertaken by Devon and Cornwall Police was also noted.

District Councillors' Reports: Councillor Joe Whibley reported on recent licensing matters considered by East Devon District Council. Councillor Tim Dumper provided an update on East Devon District Council's review of weed management arrangements and invited information from members to support the review.

County Councillors' Reports: There were no County Councillors present and no reports were received.

C26/077. Exmouth and District Allotments Association Rules

Councillors Matt Hall and Diane Conduit declared interests as allotment holders. Both remained in the chamber for the item but did not participate in the vote.

Councillor Fred Caygill proposed, Councillor Tim Dumper seconded, and it was agreed by all voting members that the amended Exmouth and District Allotments Association Rules, as approved by the Management Committee, be ratified and adopted.

RESOLVED: That the amended Exmouth and District Allotments Association Rules, as approved by the Management Committee, be ratified and adopted.

C26/078. Town Hall Door Access System - to receive and approve a quotation for a replacement of the existing door access system at Exmouth Town Hall

The Town Clerk presented a report outlining options for the replacement of the existing Town Hall door access system and the associated cost-benefit analysis. Members were advised that the existing system was nearing the end of its operational life and that replacement would provide the most cost-effective long-term solution.

Councillor Steve Gazzard proposed, Councillor Fred Caygill seconded, and it was agreed to approve the proposal

RESOLVED: That the Council:

1) decline the renewal of the existing HFX Imperago system;
2) approve replacement with the UniFi Access system on the basis of Option B at a cost of £13,030, delivered in two phases with Phase 2 undertaken in-house by the Estates Postholder;
3) approve the optional external entrance intercom at a cost of £1,294 and in-house card printing facilities at a cost of £1,162; and
4) delegate authority to the Town Clerk/RFO to award and implement the contract within the approved Town Hall Administration budget.

Part B
The press and public were excluded from the meeting in accordance with the provisions of the Local Government Act 1972 due to the likely disclosure of exempt information in following item of business.

C26/079. Exmouth Town Hall – Prospective Tenancies and Lease Approvals

- Councillor Diane Conduit declared an interest in this item as a trustee/director of one of the prospective tenant organisations and left the meeting.

- Councillor Matt Hall also declared an interest in this item relating to a family connection with a regular hirer of Town Hall facilities and left the meeting.

The Town Clerk provided an update on the progression of prospective tenancy arrangements at Exmouth Town Hall and outlined the proposed lease terms under

negotiation. Members were also advised of the potential financial and community benefits arising from the occupation of the office accommodation.

Councillor Tim Dumper proposed, Councillor Maddy Chapman seconded, and it was agreed that the Council approve the proposed tenancy arrangements and delegate authority to the Town Clerk and the Chair of the Assets and Premises Working Party to conclude remaining negotiations and complete all associated legal documentation.

RESOLVED: That the proposed tenancy arrangements at Exmouth Town Hall be approved and that delegated authority be granted to the Town Clerk and the Chair of the Assets and Premises Working Party to conclude remaining negotiations and complete all associated legal documentation.

The meeting concluded at 8.09 pm.

Signed ……. (Chair)

Date ……..