

**Agenda for consultative meeting of the  
Placemaking in Exmouth Town and Seafront  
Group (formerly Exmouth Queen's Drive  
Delivery Group)**

**Tuesday, 19th July, 2022, 10.00 am**

**Members of Placemaking in Exmouth Town and Seafront  
Group**

Councillors P Arnott (Vice-Chair), M Armstrong, O Davey,  
P Hayward, N Hookway (Chair), A Colman,  
D Ledger, B Taylor, J Whibley, C Wright,  
S Gazzard, A Bailey, B De Saram and  
J Rowland



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**Venue:** Online via Zoom app

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(or group number 01395 517546)  
Monday, 11<sup>th</sup> July 2022

**Important - this meeting will be conducted online and recorded by Zoom only.  
Please do not attend Blackdown House.  
Members are asked to follow the [Protocol for Remote Meetings](#)**

This meeting is being recorded by EDDC for subsequent publication on the Council's website and will be streamed live to the Council's Youtube Channel at <https://www.youtube.com/channel/UCmNHQruge3LVl4hcgRnbwBw>

Public speakers are now required to register to speak – for more information please use the following link: <https://eastdevon.gov.uk/council-and-democracy/have-your-say-at-meetings/all-other-public-meetings/#article-content>

Until 31<sup>st</sup> October 2022, the Council has delegated much of the decision making to officers. Any officer decisions arising from recommendations from this consultative meeting will be published on the webpage for this meeting in due course. All meetings held can be found via the [Browse Meetings](#) webpage.

- 1 Public speaking
- 2 Minutes of the previous meeting held on 3 May 2022 (Pages 3 - 6)
- 3 Apologies
- 4 Declarations of interest
- 5 Progress Update on Placemaking in Exmouth (Pages 7 - 10)

[Decision making and equalities](#)

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**

**EAST DEVON DISTRICT COUNCIL****Minutes of the meeting of Exmouth Queen's Drive Delivery Group held at Online via the Zoom app on 3 May 2022****Attendance list at end of document**

The meeting started at 10.00 am and ended at 10.39 am

**30 Minutes of the previous meetings held on 17 February 2022 and 8 March 2022**

Minutes of the meetings held on 17 February 2022 and 8 March 2022 were noted as a true and accurate record.

**31 Declarations of interest**

Cllr N Hookway: Minutes 32 – 35; Personal Interest: Former Chair of the Save Exmouth Seafront group.

Cllr A Colman: Minutes 32 – 35; Personal Interest: Exmouth Town Councillor.

Cllr O Davey: Minutes 32 – 35; Personal Interest: Exmouth Town Councillor.

Cllr B De Saram: Minutes 32 – 35; Personal Interest: Exmouth Town Councillor.

Cllr A Bailey: Minutes 32 – 35; Personal Interest: Exmouth Town Councillor.

Cllr S Gazzard: Minutes 32 – 35; Personal Interest: Exmouth Town Councillor.

**32 Officer update report**

The Project Manager – Place & Prosperity (Exmouth) delivered a verbal update, including:

- Leases have now been issued for all of the Queen's Drive Space pitches.
- The Queen's Drive Space opened as scheduled but there is a delay with the fairground rides; this is being addressed.
- Temporary Uses planning consent was granted on 13 April 2022.
- Due to delays with issuing Heads of Terms, it has not been possible to exchange contracts with LED for the Fitness Space. A meeting will take place with the LED CEO later this week to explore options going forward.
- Meetings have taken place with a number of interest groups and the feedback to date has been positive.
- Cycle racks will be installed in the Imperial Road car park.
- There is an opportunity to submit a Levelling Up bid in July 2022; this will be led by Devon County Council and will require the support of Simon Jupp MP. The emphasis for the bid will be an environmental improvement scheme focused around Dinan Way, and the 'Gateway'; i.e. the point in the town centre at which the road and the railway station converge.

Comments, questions and clarification included:

- It was clarified that Imperial Road car park will be the location for secure covered storage of electric bikes.
- Members were keen to see more cycle racks installed on the seafront, particularly at Ocean and the Queen's Drive Space, to accommodate a minimum of ten bicycles. The Service Lead – Place, Asset & Commercialisation informed the Delivery Group that it had not been possible to secure procurement of bike racks within the required timescales to utilise the European Regional Development Fund Welcome Back Fund, but it should nevertheless be possible to arrange for simple racks to be installed at the Queen's Drive Space.

- The Project Lead – Place & Prosperity (Exmouth) will report back to the Delivery Group following his discussions later this week with the LED CEO concerning the Queen's Drive Fitness Space.
- It is understood that Simon Jupp MP is supportive of the planned Levelling Up bid.

### 33 **Report of the workshop held on 6 April 2022**

The Project Manager – Place & Prosperity (Exmouth) presented his report of the workshop held on 6 April 2022 which summarised the themes and characteristics for successful placemaking in Exmouth as discussed at the workshop, and set out the next steps for delivery of placemaking in Exmouth for the Delivery Group.

It was recommended that the Delivery Group agrees to the themes and characteristics identified at the 6 April meeting and that it recommends to Cabinet i) to endorse the same; and ii) to proceed to consult publically in the manner set out in the report.

Comments, questions and clarification included:

- Thanks were expressed to the Project Manager for organising the workshop.
- The Exmouth Town Council looks forward to a further meeting with the Project Manager.
- There needs to be greater emphasis on the need for sustainable travel by ensuring there is adequate bicycle storage in the right locations, encouraging people to travel to Exmouth by train, and potentially providing a shuttle bus to transport people from the railway station to the seafront.

The Delivery Group agreed to the themes and characteristics identified at their meeting on 6 April 2022 as set out in the notes attached to the report which summarise the findings identified in the workshop.

#### **RECOMMENDED to Cabinet:**

- To endorse the themes and characteristics supported by the Delivery Group.
- To proceed to consult publicly in the manner set out in this report (para 1.6-1.9) to seek views on the identified Themes and Characteristics to help form a terms of reference for placemaking in Exmouth.

### 34 **Exmouth Queen's Drive Delivery Group Terms of Reference amendments**

The Delivery Group considered proposed amendments to its terms of reference, which would enable Cabinet and Council to consider recommendations relating to the whole of Exmouth.

A summary of the proposed changes was set out as follows:

1. Name change of the Group to e.g. Placemaking Exmouth; or Exmouth Place and Prosperity Group or Placemaking in Exmouth Town and Seafront Group
2. Remove the Queen's Drive reference throughout
3. Remove the specific reference to Ocean
4. Amend – 'To liaise with and share information with Exmouth Town Council' – and add 'and relevant Stakeholder groups as appropriate'.

In discussion, Members acknowledged that in the interests of openness and transparency, it was only with very strong justification that any matters would be deemed confidential and discussed in Part B private session.

**RECOMMENDED TO Cabinet:**

That the amended Terms of Reference (Final Revised Terms of Reference) be adopted.

35 **Local Development Plan Call for Sites**

The Project Manager – Place & Prosperity (Exmouth) introduced his report, highlighting the following points:

- East Devon DC had made a Call for Sites to be submitted to the Local Development Plan, providing individuals and organisations with the opportunity to suggest land they own that they think has the potential to be developed.
- The Call for Sites would run from 28 March 2022 until 12.00 noon on 10 May 2022.
- The report summarised the steps Officers are taking in Exmouth to identify sites in previously prepared Local Plans, which are still relevant, as well as those that may need to be considered in light of new and emerging government policy.

Comments, questions and clarification included:

- It was considered appropriate to wait until analysis had been carried out to ascertain which sites were suitable for development before looking to pair any sites with available funding.
- Some Members shared specific observations concerning some individual sites named within the report.

The Chair thanked the Project Manager for his report and the Delivery Group noted the actions being taken by Officers.

**Attendance List**

**Councillors present:**

P Arnott (Vice-Chair)  
O Davey  
N Hookway (Chair)  
A Colman  
D Ledger  
B Taylor  
C Wright  
B De Saram  
J Rowland  
S Gazzard (Exmouth Town Council)  
A Bailey (Exmouth Town Council)

**Councillors also present (for some or all the meeting)**

P Faithfull  
G Jung  
E Wragg

**Officers in attendance:**

Tim Child, Service Lead - Place, Assets & Commercialisation  
Simon Davey, Strategic Lead Finance  
Caitlin Davey, Streetscene Events Officer  
Sarah James, Democratic Services Officer  
Sarah Jenkins, Democratic Services Officer  
Gerry Mills, Project Manager Place & Prosperity (Exmouth)  
Giles Salter, Solicitor  
Kate Yeo, Events Support Officer

**Also in attendance:**

Lisa Bowman, Town Clerk, Exmouth Town Council  
Peter Gilpin, CEO, LED  
Justin Moore, Ocean

**Councillor apologies:**

M Armstrong  
P Hayward

Chair: .....

Date: .....

Report to: Placemaking in Exmouth Town and Seafront Group

Date of Meeting 19<sup>th</sup> July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release NA

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## Progress Update on Placemaking In Exmouth

### Report summary:

This report summarises progress since the Group's last meeting of the 3<sup>rd</sup> May 2022.

### Is the proposed decision in accordance with:

Budget Yes  No

Policy Framework Yes  No

### Recommendation:

- a) That members of the Group note the progress since our last meeting of 3<sup>rd</sup> May 2022.

### Reason for recommendation:

To keep members advised on progress

Officer: Gerry Mills Project Manager Place and Prosperity (Exmouth) [gmills@eastdevon.gov.uk](mailto:gmills@eastdevon.gov.uk)

Tel 01395 519960

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Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning
- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

**Equalities impact** Low Impact

**Risk:** Low Risk; The report is just to note an update on progress since our last meeting

**Climate change** Low Impact

**Risk:** Low Risk; The report is just to note an update on progress since our last meeting.

## Links to background information

Link to [Council Plan](#)

Priorities (check which apply)

- Better homes and communities for all
- A greener East Devon
- A resilient economy

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## Report in full

### Queen's Drive

- 1.1 At the time of writing, the fairground provider had just (07.07.22) taken up occupancy at the Queen's Drive Space (QDS). This delay is disappointing as this has impacted negatively on the other traders due to the loss of footfall.
- 1.2 South West Soccer are interested in hiring the fitness space on Queen's Drive, Exmouth (the grass area between the Dinosaur Park & Car Park) during the month of August 2022 which the team are pursuing.
- 1.3 We have received some interest in ad hoc use of the fitness space for outdoor exercise classed which is being pursued.
- 1.4 A bike rack will be installed at QDS in late July.
- 1.5 We have sent correspondence re signposting to car parking in Exmouth via Andrew Ennis as the issue was raised on the 8<sup>th</sup> March 2022. We have since followed this up with our colleague John Symes since Andrew's retirement.
- 1.6 We continue to network with stakeholder groups as set out below to keep members advised:
  - Geoff Skinner Exmouth Com Assoc 06.04.22
  - ETC Due to schedule meeting 13.04.22
  - Coast Watch meeting 10.03.22
  - Culture strategy engagement 18.03.22
  - Contacts with Exmouth in Bloom and Tidelines
  - Exmouth Watersports 17.03.22
  - Tidelines 18.03.22
  - Cultural Strategy 18.03.22
  - Exmouth Rowing club – by email
  - Met with S106 CiL officer to discuss opportunities – by email and mtg
  - Harry Parkin – Family amusements
  - Dawn Hirst Harbour View Cafe
  - Propellor Exmouth
  - Exmouth Comm Assocn – mtg 06.04.22
  - LED
  - Exmouth Rowing Club



- Beach rescue
- Exmouth Chamber
- ETC 27.06.22
- ECA 30.06.22
- Exmouth in Bloom – attended consultation 20.06.22

### Placemaking in Exmouth Consultation

- 1.7 The Consultation exercise commenced in early June with press releases, posts on social media, the Council's website and the residents newsletter being used as channels of communicating the message.
- 1.8 Initial interest has been high with 24 people attending the first consultation on 20<sup>th</sup> of June 2022. The second event on the 4<sup>th</sup> of July was less well-attended (10 in total out of the 77 people invited) but we did receive a number of last minute apologies, which cannot be helped. The next two public events on the 14<sup>th</sup> and 31<sup>st</sup> of July 2022 have received over 25 requests to attend over the two events.
- 1.9 We have received mixed responses with some positive and negative comments appearing on social media, which is entirely what we expected.
- 1.10 At 30<sup>th</sup> of June 2022 we had 521 responses to the online questionnaire.
- 1.11 Face-to-face interviews will be carried out by the South West Research Company with a target of 400 responses being aimed for – these will commence on the 16<sup>th</sup> of July and will seek responses from visitors and local people alike.
- 1.12 The next steps post the consultation with provisional dates are:
- Approval of Terms of Reference for place making Autumn 2022
  - Procurement for Design Dec 2022
  - Draft options to Delivery group Feb 2023
  - Cabinet approval to move to feasibility, detailed design and costing
  - Implementation phase

### Levelling up Fund Bid

- 1.13 The bid, led by colleagues in Devon County Council is ready for submission and a letter of support has been issued by both EDDC and Exmouth Town Council as has match funding. Members will see this in the papers for the cabinet meeting 29.06.22.

### Redgates Development Salterton Road Exmouth

- 1.14 East Devon District Council is investigating the opportunity to accept the transfer at 'nil consideration' of the freehold of land with the opportunity to develop 4 commercial units as part of the Developer's Planning obligation by Unilateral Undertaking under section 106 of the Town and Country Planning Act 1990 relating to Land to the South of Redgates, Salterton Road, Exmouth. The conditions of the transfer are:

1. The land is to be transferred to the council freehold with a right of way over the access road for nil consideration.
  2. The council will not be able to sell/transfer the freehold for a period of 10 years.
  3. There will be a service charge to cover repairs/maintenance to the access road. This is yet to be confirmed as we do not currently know yet the type of vehicle movements and secondly the wider service charge has not yet been calculated. As an estimate this is likely to be in the region of £1500-£2000 per annum – which can be recharged to the tenant(s). This will be subject to full Heads of Terms to be considered by Estates Team.
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**Financial implications:**

There are no financial implications from the recommendations in this report.

**Legal implications:**

There is no direct comment to be made in relation to this update report, each and any individual issue will need to be considered as it arises.