

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held at online on 19 January 2026

Attendance list at end of document

The meeting started at 9.30 am and ended at 10.20 am

18 Notes from the previous meeting held on 29 September 2025

The minutes from the previous meeting were confirmed as a correct record.

19 Declarations of interest

Minutes 23,24 & 26

Councillor Paul Hayward, Affects Non-registerable Interest; employed as Clerk to Axminster Town Council; and Devon County Councillor

Minute 23

Councillor Olly Davey; Affects Non-registerable Interest; Member of Exmouth Town Council;

Minute 23 and 24

Councillor Nick Hookway; Affects Non-registerable Interest: Member of Exmouth Town Council

20 Public speaking

None.

21 Matters of urgency

None.

22 Confidential/exempt item(s)

There was one item dealt with this way, set out under minute 26.

23 Placemaking & Major Projects team update

The report set out updates on the work carried out by the Placemaking and Major Projects team. Highlighted to the Forum were:

Exmouth Placemaking Plan

- Final draft reviewed in September 2025, focused on deliverable projects.
- Public consultation held November–December 2025; feedback currently under review.
- Feedback to be shared with the PETS group imminently.
- Target adoption in Spring 2026.
- Adoption sought jointly by East Devon District Council, Exmouth Town Council, and Devon County Council.
- Report expected to progress to Cabinet in April.

Stalled Employment Sites

- Multidisciplinary team established to progress sites.
- Cloakham Lawns, Axminster:
 - Land transfer progressing; target completion Spring 2026.
 - Planning application preparation underway; submission targeted for Summer 2026.
- Harepath Road, Seaton:
 - Site being marketed by Vickery Holman.
 - Offers currently being reviewed.
- Colyford Road site, Seaton:
 - Delivery options under review; update to be provided once finalised.
- Hayne Lane site, Honiton:
 - Valuation underway to support sale negotiations.

Cranbrook Scheme

- Delays experienced due to slow progress on land transfer.
- Legal work on land transfer now largely resolved; transfer expected in February [current year].
- Planning application already submitted and pending consideration, with decision anticipated by end of the month.
- Pre-Construction Services Agreement commenced at the beginning of the month.
- Construction cannot begin until land ownership is secured.
- Completion anticipated in Autumn 2026[current year].
- Funding timescales have been extended by agreement to reflect land transfer delays. In response to questions from Members, clarification was provided that funding is not adversely affected due to the agreed extensions and commencement of construction can start when the land transfer has occurred.

The Forum noted the report.

24 Estates team update

The report before the Forum highlighted aspects of the work of the Estates team, including community asset transfers, lease events, rental income, and capital receipts.

Community Asset Transfers

- Update provided on ongoing work by the Estates team in collaboration with Members.
- Work builds on the Stewardship Report approved by Cabinet in July.
- Good engagement reported with town councils.
- A cross-party Portfolio Holder Working Group has been established.
- A Project Initiation Document (PID) has been prepared to support programme delivery through to Local Government Reorganisation.
- A Part B Cabinet report is in preparation, setting out the post-programme approach and next steps.
- Resource requirements highlighted as critical to success, including capacity within the team, as well as Legal Services, Street Scene and Finance.

Lease Events and Rental Income

- Members noted that rental uplift varies year-on-year depending on lease events.
- Officers agreed it would be helpful to provide clearer context in future reports, including percentage increases and source of uplifts.

Capital Receipts

- Capital receipts total in excess of £270,000 for the financial year to date.

Redgates Employment Units (Exmouth)

- Three units successfully let; the fourth remains under marketing with viewings scheduled.

The Forum noted the report.

25 **Local Government (Access to Information) Act 1985 - Exclusion of Press and Public**

26 **Lease events report**

The Forum noted the upcoming lease events due.

Attendance List

Councillors present:

P Arnott
P Hayward (Chair)
G Jung

Councillors also present (for some or all the meeting)

I Barlow
R Collins
O Davey
N Hookway

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Leisure
Naomi Harnett, Corporate Lead (Interim) – Major Projects & Programmes
Debbie Meakin, Democratic Services Officer

Councillor apologies:

T Olive
S Hawkins

Chairman

Date: