



SIDMOUTH TOWN COUNCIL



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To: All Members of the Town Council
Town Clerk

27 June 2016

For information:

District Councillors for Sidmouth not on the Town Council
County Councillor for Sidmouth not on the Town Council

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 4 July 2016 at 6.30pm

You are hereby summoned to attend the above meeting to be held in the Council Chamber, Woolcombe House, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers appropriate.

Yours faithfully,

Christopher E Holland
Town Clerk

A G E N D A

		<u>Page/s</u>
	<u>PART 'A'</u>	
1	Prayers Prayers will be taken by the Reverend Roger Trumper.	
2	Apologies To receive any apologies for absence.	
3	Minutes To confirm the minutes of the meeting of the Town Council held on Monday 6 June 2016.	4 – 6
4	Declarations of Interest To receive any Members' declarations of interest in respect of items on the agenda. Note: You must also declare the nature of any personal or disclosable pecuniary interests in an item whenever it becomes apparent that you have an interest in the business being considered.	

5 **Matters of Urgency or Report from the Chairman**

To consider any items that in the opinion of the Chairman should be dealt with as matters of urgency because of special circumstances. (Note: such circumstances need to be recorded in the minutes).

6 **Exclusion of the Public**

To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which the Clerk recommends should be dealt with in this way.

7 **Public Open Question Time**

In accordance with Sidmouth Town Council Standing Orders Item 1 (d) – (i) Members of the Public are invited to put a question (one per person), to the Council through the Chairman (taking no more than 3 minutes each and for a total of 15 minutes). Please note that in accordance with standing order 1(d), a question shall not require a response or debate.

Councillors also have the opportunity to ask questions of the County and District Members during this item whilst giving priority to Members of the public.

(Members are reminded to notify the Councillor concerned and the Clerk of questions to be raised. The Clerk would also appreciate copies of Questions and Responses if of a complicated nature, preferably by email.)

8 **Police Report**

To receive the June 2016 Police Report.

(Members are asked to notify Sergeant Andrew Squires and the Clerk of questions to be raised in advance of the meeting where possible.)

9 **Committee/Working Group Reports**

9.1 Planning Committee Reports

To receive the reports of the Planning Committee meetings held on Wednesdays 1, 8 and 15 June 2016.

7 – 15

9.2 Tourism & Economy Committee Report

To receive the reports of the Tourism & Economy Committee meeting held on Monday 13 June 2016.

16 – 18

9.3 Sid Valley Neighbourhood Plan Steering Group

To receive a short update from the Sid Valley Neighbourhood Plan Steering Group.

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

To receive the Finance Report for May 2016.

19 – 22

10.2 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 **Future of Sidmouth Victoria Hospital**

At the June meeting it was resolved that Graham Vincent, Chairman of the Trustees at Sidmouth Victoria Hospital and Di Fuller, Chairman of the Health and Social Care Forum be invited to the meeting to inform Members of the impact to Sidmouth of the changes in the Health Service.

Also attending the meeting is Dr. Mike Slot.

12 Delivering Economic Development and Regeneration

Alison Hayward, Senior Manager, Regeneration and Economic Delivery, East Devon District Council will give a presentation to Members on how to achieve economic development in the public sector.

13 Markets and Street Trading in East Devon

Members are asked to give their views on the East Devon District Council consultation proposing to designate the whole of the district as a consent street. This item was discussed at the Tourism & Economy meeting when invited representatives were invited to give their views, as follows:

‘The Chamber of Commerce had strong objections to the proposals.

They felt that the opening up of the town for potential trading and anywhere, with decisions not being made locally would result in a detrimental effect on the character and vitality of the town.

They also felt that such a regime would be almost impossible to enforce and prove costly in administration.’

Further information can be found at www.eastdevon.gov.uk/streettrading

14 Beach Management Plan

East Devon District Council held its public consultation for the Sidmouth and East Beach Management Plan options at Kennaway House on Wednesday 15 June 2016. The Chairman will give an update on his attendance at the most recent Beach Management Plan Steering Group meeting held on Thursday 16 June 2016.

15 Parishes Together Fund

At the June meeting Members were asked to consider a funding application received from Sidmouth Netball Club. This item was deferred until this meeting of the Council for the Town Clerk to liaise with the applicant regarding total costs of the project and any other funding being applied for.

Forthcoming Council and Committee meetings:

- 13 July 2016 – Planning Committee
- 27 July 2016 – Planning Committee
- 8 August 2016 – Council
- 10 August 2016 Planning Committee
- 24 August 2016 Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 6 June 2016 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Michael Earthey Stuart Hughes Dawn Manley
Sidmouth South	Kelvin Dent John Dyson Paul Wright
Sidmouth East	Frances Newth
Sidmouth West	Matt Booth Louise Cole
Primley	Simon Pollentine Jeff Turner (Chairman)
Sidford	Jack Brokenshire Ian McKenzie-Edwards (Vice-Chairman)
Sidbury	John Hollick
Salcombe Regis	Ian Barlow David Barratt

Apologies: Marc Kilsbie, John Rayson

The meeting started at 6.30pm and finished at 8pm.

PART 'A'

22 Prayers

Prayers were taken by the Reverend Oliver Ward.

23 Minutes

The minutes of the meeting of the Town Council held on Monday 16 May 2016 were signed as a true and accurate record with the following addition to Minute number 18: 'The staff be thanked for their hard work in maintaining the accounting system to the high standard as commented on by the Internal Auditor.'

24 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
CLlr Frances Newth	26 Public Open Question Time	Personal	Remained in the Chamber during discussion and voting	Trustee of Sidmouth Victoria Hospital
CLlr John Dyson	34 Use of Fire Beacon Hill	Personal	Left the Chamber during discussion and voting	Member of Devon Orienteering Club

25 Matters of Urgency or Report from the Chairman

- The Chairman showed Members the Sidmouth Town Council advert placed in the Devon County Cricket Club's programme following the Town Council's sponsorship of the Minor Counties competition.
- The Chairman reported that Members had been invited to attend a Quiz Night to be held at the Sidmouth Cricket Club on 12 July at 6.30pm; entry £7.50 per person including buffet.
- The Chairman reported that an additional planning meeting would be held on Wednesday 8 June 2016 at Woolcombe House. The following meeting on Wednesday 15 June 2016 would be held at Sidford Social Hall with only one item for discussion; the proposed employment land at Sidford.

26 Public Open Question Time

- Councillor Brokenshire asked the District Council Members to raise the issue of the poor condition of the cemeteries in Sidmouth and Sidbury. District Councillor Barratt reported that he had visited Sidbury and it had been cleared of weeds and overgrowth. District Councillor Booth reported that he would take up the problem of Sidmouth cemetery with Streetscene at the District Council.
- Councillor Manley asked Members to consider inviting Graham Vincent, Chairman of the Trustees at Sidmouth Victoria Hospital to attend the next Council meeting to inform Members of the impact to Sidmouth of changes in the Health Service. Councillor Newth read a letter she had received from the MP Hugo Swire assuring her that no hospital closures would take place.
RESOLVED: That Graham Vincent as Chairman of the Trustees at Sidmouth Victoria Hospital and Di Fuller as Chairman of the Health and Social Care Forum be invited to attend the next Council meeting.

27 Police Report

Sgt Andy Squires presented the police report for May 2016 which showed a total of 44 incidents compared to 33 incidents recorded in May 2015.

28 Committee/Working Group Reports

28.1 Planning Committee Reports

Councillor Barlow, Chairman of the Planning Committee presented the report of the Planning Committee meeting held on Wednesday 18 May 2016.

RESOLVED: That the Planning Committee reports be noted.

28.2 Sid Valley Neighbourhood Plan Steering Group

Deirdre Housom gave a report regarding the latest work carried out by the Sid Valley Neighbourhood Plan Steering Group.

RESOLVED: That the Sid Valley Neighbourhood Plan Steering Group report be noted and the group be thanked for their work to date.

29 Reports from Members with Special Responsibilities

29.1 Finance Report

Councillor Wright presented the April 2016 Finance Report.

RESOLVED: That the April 2016 Finance Report be noted and agreed.

29.2 Marine Planning Meeting

Councillor Pollentine gave a report regarding the Marine Planning meeting that he had attended recently on behalf of the Council.

He also encouraged Members to attend the forthcoming Sidmouth Beach Management Plan public consultation to be held at Kennaway House on 15 June from 2pm to 7pm.

RESOLVED: That Councillor Pollentine's report be noted.

30 Town Crier

The Town Clerk reported that he had consulted with colleagues whose feedback was generally negative with regard to this position and the management of the individual and control over what events are attended and what is said at them.

RESOLVED: That no further action be taken.

31 Planning Committee

Members were asked to consider Councillor Booth's request to join the Planning Committee.

RESOLVED: That Councillor Booth's request to join the Planning Committee be agreed.

32 Public Access Defibrillator – Sidbury Village Hall

Sidbury Village Hall committee had decided to raise funds to install a defibrillator cabinet on the outside wall of the hall; the target was to raise £2,500 to cover the purchase and installation of the equipment together with initial running costs. The committee had asked whether the Town Council would consider making a contribution towards the fund raising target.

RESOLVED: That Sidmouth Town Council support the purchase and installation of a defibrillator at Sidbury Village Hall in the sum of £500 to be paid from the Woolley Bequest.

33 Parishes Together Fund

a) Members were asked to consider a funding application received from Sidmouth Netball Club, details of which were attached to the agenda for Members consideration.

RESOLVED: That this item be deferred until the next meeting of the Council for the Town Clerk to liaise with the applicant regarding total costs of the project and any other funding being applied for.

b) Members were asked to propose further ideas for 2016/17 fund applications.

RESOLVED: That Members would inform the Town Clerk of ideas to be discussed at the July Council meeting.

34 Use of Fire Beacon Hill

Devon Orienteering Club had written to request permission to hold an orienteering event at Fire Beacon Hill on Sunday 18 September 2016 which is expected to attract around 100 participants. They had discussed this with Toby Taylor, RSPB who was happy for the event to proceed; cattle would again be restricted to a limited grazing area, out of bounds to competitors and clearly marked on all maps.

RESOLVED: That permission be granted for the Devon Orienteering Club to hold an event at Fire Beacon Hill on Sunday 18 September 2016.

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CHAIRMAN OF THE COUNCIL

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
held at St Teresa's Hall, Sidmouth
Wednesday 1 June 2016**

Councillors present: - Ian Barlow
Kelvin Dent
Michael Earthey
Gareth Jones
Marc Kilsbie
Ian McKenzie-Edwards
Simon Pollentine
Jeff Turner

Officers Present: Heloise Marlow, Planning Clerk,
Christopher Holland, Town Clerk

Apologies: Dawn Manley
John Rayson

The meeting started at 6.30pm and finished at 8.25 pm.

31 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
CLlr Kelvin Dent	16/08072/FUL Council Offices, Knowle, Sidmouth	Discloseable Pecuniary	Left the meeting during discussion and voting	Chairman of the Knowle Residents Association and directly affected by proposed development

32 District Council Members

It was formally noted that the participation of those Councillors who are also members of the East Devon District Council in both the debate and subsequent vote is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Town/Parish Council. The District Councillors reserve their final views on the application until they are in full possession of all the relevant arguments for and against.

33 Applications for consideration

Resolved That in respect of the Planning Applications set out below and attached, representations to the manner in which they should be determined, be made known to the East Devon District Council in accordance with schedule 16 of the Local Government Act 1972.

Applications for consideration

34 16/08072/FUL PEGASUS LIFE
South Ward

COUNCIL OFFICES, KNOWLE, SIDMOUTH EX10 8HL.
The construction of an assisted living community for older people comprising extra care units, staff accommodation and communal facilities, including a kitchen, restaurant/bar/café, a well-being suite comprising gym, treatment rooms and pool, a communal lounge and storage facilities; car parking for residents, visitors and staff of the assisted living community; comprehensive landscaping comprising communal and private spaces; and associated groundworks.

Members were unable to support the application for the following reasons:

- The development size is contrary to the newly adopted East Devon Local Plan which allows for up to 50 units on the site.
- The development would be intrusive and out of keeping with the character of the area by reason of height, inappropriate design and materials, overwhelming bulk and massing.
- The development is considered to be an overdevelopment of the site resulting in an unnecessarily high and overbearing structure.
- The development would adversely affect the amenity of the neighbouring properties by reason of loss of light and overlooking of properties from development blocks A and F.

Notes:

- Members were concerned that the development had been submitted as Class C2 when it was to all intents and purposes C3. They would wish to see a significant contribution towards affordable housing within Sidmouth.
- Members were not satisfied that adequate or appropriate plans had been put into place to cater for the amount of waste and recycling which would be generated by 115 units.

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CHAIRMAN OF THE PLANNING COMMITTEE

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 8th June 2016**

Councillors present: - Ian Barlow
Matt Booth
Michael Earthey
Marc Kilsbie
Simon Pollentine
Jeff Turner

Apologies:- Kelvin Dent
Dawn Manley
Ian McKenzie-Edwards
John Rayson
Gareth Jones

The meeting started at 6.30pm and finished at 7.50 pm.

Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Michael Earthey	16/1274/FUL 5 Brownlands Close, Sidmouth, EX10 9AS	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.
Cllr Ian Barlow	16/1128/FUL Peak Lodge, Peak House, Cotmaton Road, Sidmouth, EX10 8SY	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.
Cllr Simon Pollentine	16/1194/FUL St John, Cotlands, Sidmouth, EX10 8SP	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.

35 Minutes

The Minutes of the Planning Committee meeting held on the 18th May 2016 were signed as a true and accurate record.

36 District Council Members

It was formally noted that the participation of those Councillors who are also members of the East Devon District Council in both the debate and subsequent vote is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Town/Parish Council. The District Councillors reserve their final views on the application until they are in full possession of all the relevant arguments for and against.

37 Applications for consideration

Resolved

That in respect of the Planning Applications set out below and attached, representations to the manner in which they should be determined, be made known to the East Devon District Council in accordance with schedule 16 of the Local Government Act 1972.

Applications for consideration

38 16/1060/FUL MR AND MRS P 18 BARN HAYES, SIDMOUTH, EX10 9EE
North Ward GORTON Formation of raised patio and steps to rear garden.

Support

- 39** 16/1065/FUL MRS CLAIRE ASKHAM 16 NEWLANDS ROAD, SIDMOUTH, EX10 8NL
Primley Ward Construction of replacement timber boundary fence.
- Members could not comment on the application as it had already been decided by the Local Planning Authority.
- 40** 16/1129/FUL DR N REED AND MRS J 46 LIVONIA ROAD, SIDMOUTH, EX10 9JB
Primley Ward WAINWRIGHT Construction of single storey side and rear extensions.
- Support
- 41** 16/1177/FUL MR D WHELAN 7A YARDE CLOSE, SIDMOUTH, EX10 9JN
Primley Ward Installation of window and roof light in the west elevation.
- Support
- 42** 16/1177/FUL MR THOMAS PATRICK 61 SIDFORD ROAD, SIDMOUTH, EX10 9LR
Primley Ward O'HARA Construction of shed in rear garden (retrospective).
- Members were unable to make a decision on the application due to advice received from the Local Planning Authority that the application was due to be withdrawn.
- 43** 16/1088/LBC MRS JOANNA JEFFREY SID ABBEY WEST, SID ROAD, SIDMOUTH, EX10 9HN
Salcombe Regis Ward External repair works to roof comprising re-roofing with natural slate, replacement of felt and lead with single ply membrane, repair and re-glazing of lantern light and replacement of roof lights. Internal works to re-open access, reduce size of bathroom and create dressing room.
- Support subject to the agreement of the Conservation Officer.
- 44** 16/1200/FUL MR G HUMPHERIES SID ABBEY COTTAGE, SID ROAD, SIDMOUTH, EX10 9HN
Salcombe Regis Ward Construction of replacement porch and two storey extension.
- Support
- 45** 16/1274/FUL MR AND MRS A 5 BROWNLANDS CLOSE, SIDMOUTH, EX10 9AS
Salcombe Regis Ward FAWCETT Construction of single storey front, side and rear extensions and porch to front.
- Support
- 46** 16/1128/FUL MR BOB REYNOLDS PEAK LODGE, PEAK HOUSE, COTMATON ROAD, SIDMOUTH, EX10 8SY
South Ward Construction of single storey extension to western elevation.
- Support
- 47** 16/1173/FUL MR W PARSONS VERNE RIDGE, COTTINGTON MEAD, SIDMOUTH, EX10 8HB
South Ward Construction of single storey front extension, dormers to side and rear and enlarged dormer to front.

Members were unable to support the application for the following reasons:

- The proposal would be out of keeping with the character of the area and the character of the existing dwelling.
- The proposal would adversely affect the neighbouring properties by reason of overlooking.
- The proposed design was unsympathetic and overbearing.

48 16/1194/FUL MR & MRS JOYCE ST JOHN, COTLANDS, SIDMOUTH, EX10 8SP
South Ward Construction of hip to gable loft conversion and enlargement of existing front dormer.

SPLIT DECISION

Members supported the enlargement of the existing front dormer and the Velux windows in the rear elevation subject to meeting Building Regulations.

Members were unable to support the insertion of the window in the side elevation on the basis that it was too large and would affect the amenity of neighbours by reason of overlooking.

Tree Application for Decision

The Town Council is authorised to make a decision on the following tree application.

49 16/0928/TRE MR J KING KINGFISHERS, FORTESCUE ROAD, SIDMOUTH, EX10 9QB
Salcombe Regis Ward Oak: Crown reduction back to historic pruning points.

APPROVED: Subject to the conditions set out in the Arboricultural Officer's Report.

50 Prior notification of proposed works to trees in a Conservation Area (Section 211 Notice)

The Town Council has been given the required notification of the following tree works and may comment accordingly.

a) 16/0911/TCA MRS GAILLANDERS SALCOMBE CLOSE HOUSE, SID LANE, SIDMOUTH, EX10 9AW
Salcombe Regis Ward T1, Purple Plum – reduction via thinning to leave a more open crown leaving a height of approximately 4 to 4.5m and a radial spread of approximately 3 – 4m.

Works noted

T2, Laburnum – fell.

b) 16/1017/TCA MR R TURNER CARLTON PARK, BICKWELL VALLEY, SIDMOUTH, EX10 8SG
South Ward T1, Ash: Fell.

Works noted

c) 16/1081/TCA MR D COZENS WOODLANDS HOTEL, STATION ROAD, SIDMOUTH, EX10 8HG
South Ward T1, Lawson Cypress: Fell
 G2, Bays: Crown reduction – to retain trees with a minimum height of 5 metres. Prune growth over road.

Works noted

T3, Holly: Fell.

d) 16/1100/TCA MR S GUNNELL 1 WATERPARK COURT, GORSEWAY, CONVENT ROAD, SIDMOUTH, EX10 8RJ
South Ward T1 & T2, Conifers: Fell.

Works noted

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 15th June 2016**

Councillors present: - Ian Barlow
 Matt Booth
 Kelvin Dent
 Michael Earthey
 Gareth Jones
 Marc Kilsbie
 Dawn Manley
 Ian McKenzie-Edwards
 Jeff Turner

Apologies:- John Rayson
 Simon Pollentine

The meeting started at 6.30pm and finished at 8.50 pm.

56 Declarations of Interest

No Declarations of Interest were received.

57 District Council Members

It was formally noted that the participation of those Councillors who are also members of the East Devon District Council in both the debate and subsequent vote is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Town/Parish Council. The District Councillors reserve their final views on the application until they are in full possession of all the relevant arguments for and against.

58 Applications for consideration

Resolved That in respect of the Planning Applications set out below and attached, representations to the manner in which they should be determined, be made known to the East Devon District Council in accordance with schedule 16 of the Local Government Act 1972.

Applications for consideration

59	16/0669/MOUT FORDS AND SONS <i>Sidford Ward</i>	LAND ADJACENT TO TWO BRIDGES, TWO BRIDGES ROAD, SIDFORD	Outline application accompanied by an Environmental Statement (with all matters reserved except access) for the development of up to 22,800sqm of floor space for use classes B1 (Office Light Industry), B2 (General Industry) and B8 (Storage and Distribution) with details of, and associated strategic landscaping for, the access, linking cycleway and footway, and flood improvements/attenuation.
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Members were unable to support the application for the following reasons:

- The proposed development did not comply with Strategy 26 of the Local Plan in that the applicant was proposing two highway access points. Were the application to be granted

Members were of the view that only one access point at the Southern part of the site should be allowed.

- The proposed development would exacerbate flooding in an already regularly flooded area.
- The proposed development would be detrimental to the amenity of residents with an increase in traffic in the vicinity of the site and through the villages of Sidford and Sidbury resulting in additional air pollution, congestion and adversely impacting on the residents of surrounding properties.
- The proposed development would create a significant and detrimental visual impact in the countryside within the important Area of Outstanding Natural Beauty with an associated detrimental impact on the vital local Tourism industry.
- The proposed development could adversely affect the economic viability of Sidmouth's Town Centre.
- The need for the development had not been proven with the existing employment site at Alexandria Road still having capacity.

(11 letters of objection had been received by the Town Council)

(At the time of the meeting 133 letters of objection and 1 letter of support had been received by the District Council)

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|-----------|---|-----------------------|--|
| 60 | 16/1327/FUL
<i>Primley Ward</i> | MR ROBERT
BARNES | 1 LOWER WHEATHILL, SIDMOUTH, EX10 9UA
Construction of pitched roof on existing flat roof garage, rear access stairs. |
| | | | Support |
| 61 | 16/0698/ADV
<i>East Ward</i> | BOOTS
OPTICIANS | 15 FORE STREET, SIDMOUTH, EX10 8AH
Display of replacement non-illuminated fascia and projecting signs on front elevation and wall mounted sign on rear elevation. <i>Amended plans received.</i> |
| | | | Approved |
| 62 | 16/0709/LBC
<i>East Ward</i> | BOOTS
OPTICIANS | 15 FORE STREET, SIDMOUTH, EX10 8AH
Internal and external alterations comprising refitting of shop, removal of existing clock, installation of replacement fascia, projecting and wall mounted signage, replacement of existing double doors with louvre doors and installation of louvre to serve internal air conditioning units. <i>Amended plans received.</i> |
| | | | Support subject to the agreement of the Conservation Officer. |
| 63 | 16/0990/ADV
<i>East Ward</i> | THE CORNISH
BAKERY | 15 HIGH STREET, SIDMOUTH, EX10 8LN
Display of 1no. non illuminated fascia sign above bay window, 1no non illuminated projecting sign and vinyl window graphics. <i>Amended plans received.</i> |
| | | | Approved |
| 64 | Tree Exemption Reports
No Tree Exemption works were reported. | | |
| 65 | Unsupported Decisions
No Unsupported Decisions were received. | | |

66 Appeals
No Appeals were reported.

67 Enforcement Letters
No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

**Minutes of the meeting of
Sidmouth Town Council's Tourism & Economy Committee
held at the Council Chamber, Woolcombe House, Sidmouth
on Monday 13 June 2016 at 6.30pm**

Councillors present: - Simon Pollentine (Chairman)
 Frances Newth (Vice-Chairman)
 Ian Barlow
 David Barratt
 Louise Cole
 Stuart Hughes
 Marc Kilsbie
 Dawn Manley
 Paul Wright

Apologies: Matt Booth, John Dyson, John Rayson

The meeting started at 6:30pm and finished at 7.45pm

PART 'A'

1 Appointment of the Chairman of the Tourism & Economy Committee

It was proposed by Councillor Hughes and seconded by Councillor Barlow that Councillor Simon Pollentine be appointed Chairman of the Tourism & Economy Committee for the forthcoming year.

There being no other nominations, Councillor Simon Pollentine was duly elected Chairman of the Tourism & Economy Committee for the forthcoming year.

2 Appointment of the Vice-Chairman of the Tourism & Economy Committee

It was proposed by Councillor Wright and seconded by Councillor Pollentine that Councillor Frances Newth be appointed Vice-Chairman of Tourism & Economy Committee for the forthcoming year.

There being no other nominations, Councillor Frances Newth was duly elected Vice-Chairman of Tourism & Economy Committee for the forthcoming year.

3 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 14 March 2016 were signed as a true and accurate record.

4 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Marc Kilsbie	16 Advertising Rates	Personal	Remained in Chamber	Directory Advertiser
Cllr Louise Cole	16 Advertising Rates	Personal	Remained in Chamber	Director of Sidmouth Drill Hall Hub, organiser of 'Sidmouth Seafest' advertised in Holiday guide.

5 Exclusion of the Public

RESOLVED: That the classification given to the documents to be submitted to the Committee, be confirmed, and that the reports relating to exempt information, be dealt with under Part B. The two representatives from the Chamber of Commerce were invited to remain in the Chamber for the first Part B item.

6 Information Centre Manager's Report

Jeff Bailey, Sidmouth Information Centre Manager presented his report to Members on the work of the Information Centre in the second quarter of the year. Members heard that after a slow start to the holiday season due to colder temperatures, business had increased significantly around the town. Sales of Sidmouth Folk Week tickets from the information Centre had increased in 2016 to date on previous years.

RESOLVED: that the Information Manager's report be noted.

7 Sidmouth Information Centre Finance Report

Councillor Pollentine presented the Finance Report for the Financial Year to 31 March 2016 in respect of the Sidmouth Information Centre.

RESOLVED: That the Sidmouth Information Centre's Finance Report be noted and agreed.

8 Town Guide Distribution Figures

The Chairman reported the latest Guide distribution figures which showed that nearly 15,000 2016 guides had been sent out to date.

RESOLVED:

1) That the Town Guide Income and Expenditure Report for the financial year end to 31 March 2016 be noted and agreed.

2) That the Guide distribution figures be noted.

9 Tour of Britain

Councillor Stuart Hughes gave an update with regard to the Tour of Britain Stage 6 which was starting from Sidmouth Esplanade on Friday 9 September. It was noted that a week of events was being planned in the town including cycle rides, music entertainment, school participation and a Criterion race being organised by Sidmouth Cycle Club. Full details would be available on the Council's Visit Sidmouth Webpage.

RESOLVED: That Councillor Hughes' report be noted.

10 Red Arrows

The Town Clerk gave an update with regard to the forthcoming visit from the Red Arrows on Friday 26 August which would start Sidmouth Regatta 2016. It was noted that many collectors would be required to ensure that funds were collected for return visits in future years by the aerobatic team. Anyone interested should contact the Town Clerk.

RESOLVED: That the Town Clerk's report be noted.

11 Street Trading in Sidmouth

Sidmouth Chamber of Commerce were asked their views on the ongoing consultation which was being carried out by East Devon District Council on proposals to designate the whole of the district as a consent street.

Members heard that Chamber of Commerce had strong objections to the proposals. They felt that the opening up of the town for potential trading and anywhere, with decisions not being made locally would result in a detrimental effect on the character and vitality of the town. They also felt that such a regime would be almost impossible to enforce and prove costly in administration.

RESOLVED: That The views of the Chamber of Commerce be passed to the meeting of the full Council which would debate the matter at its July Meeting.

12 Matters Raised by Invited Representatives

Mr Richard Eley reported the Chamber of Commerce's position on a number of issues including the following:

- The Chamber of Commerce highlighted the huge success of their Queen's 90th Birthday Street Party held on 12 June. It had been attended by Over 1,000 seated and many

more watching the event. The Chamber thanked those helping to organise and the Town Band for providing the entertainment. Proceeds of the event would go toward the Band's fund raising for a new Band Room.

- The Chamber of Commerce welcomed the increasing number of annual events now being held in Sidmouth; this can only be good for the vibrancy and viability of the town.
- The idea of a National Park covering East Devon and Dorset which could possibly be called the Jurassic Park was discussed. Members heard how there were many good reasons for becoming National Park including increased economic activity and a simpler planning system. However, it was also discussed that such a move could cause problems with development and that strict constraints were placed on areas within such parks. The Chairman and Cllr Hughes agreed to look into the matter further at their next Jurassic Communities forum meeting.

PART 'B'

EXCLUSION OF THE PUBLIC AND PRESS

under the Public Bodies (Admission to Meetings) Act 1960 the public (including the press) be excluded from the meeting due to the confidential nature of its contents.

13 Advertising Rates

Members were asked to consider the basic advertising rates for the 2016 Guide and Directory; Members had agreed at the Tourism & Economy Committee meeting held on 16 June 2014 that advertising rates should be increased by cpi; it was therefore recommended to freeze current prices for 2016.

RESOLVED: That the basic advertising rates be again frozen for the 2016 Guide and Directory.

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CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	0	28,000	28,000
Public Conveniences-Mtce Sidbury/Manstone	0	0	1,000	1,000
Flower Beds, Planters & Watering	535	535	16,000	15,465
Christmas Lighting & Events	0	0	8,800	8,800
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	0	0	8,000	8,000
Donation to Hopper Bus (Income)	0	0	0	0
Noticeboards and Fingerposts	0	0	2,500	2,500
Sidmouth Information Centre	0	0	21,600	21,600
Drinking Fountain, Sidbury	0	11	250	239
Annual Report Printing/Distribution	255	255	700	445
War Memorials	0	0	630	630
Parish Paths Partnership Payments	5	5	0	-5
Parish Paths Partnership (Income)	0	-3,664	0	3,664
	£795	-£2,858	£85,980	£88,838

Discretionary Expenditure

Grants	0	12,000	12,000	0
Folk Week, Children's Festival & Family Tickets	0	25,000	25,000	0
Folk Week Social Dance	0	5,000	5,000	0
Sidmouth Town Band	0	2,000	2,000	0
Boat Jetty (former Jurassic Coast Marine Links)	0	0	25,000	25,000
South West Museum Development	0	0	800	800
Dog Hygiene Bins	0	65	1,000	935
Sand bags	0	0	1,000	1,000
Youth Service Support	0	6,000	30,000	24,000
Seagulls Management	0	0	2,500	2,500
Tourism Promotion Reserve	0	230	2,000	1,770
Website & Social Media Development/Support	0	500	2,000	1,500
Donation to use of Party Tent (Income)	0	0	0	0
Red Arrows Display Contingency	0	0	6,000	6,000
Donation to Red Arrows Display (Income)	0	-50	0	50
Neighbourhood Plan	1,357	1,484	12,500	11,016
Neighbourhood Plan Grants (Income)	0	-2,000	0	2,000
Transfer from Earmarked Reserves	0	0	-20,000	-20,000
Woolley Bequest Payments	0	10,000	0	-10,000
Woolley Bequest (Income)	-50	-100	0	100
	£1,307	£60,129	£106,800	£46,671

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	712	1,015	3,800	2,785
Woolcombe House Business Rate	0	2,904	5,800	2,896
Woolcombe House (Loan Interest&Repayment)	0	0	14,890	14,890
Woolcombe House-General Maintenance	48	367	5,800	5,433
Woolcombe House Grounds	0	76	1,200	1,124
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	0	0	0
Band Hut Repairs	0	0	6,750	6,750
	£760	£4,362	£40,240	£35,878

Other Property

Alma Lane Field	0	0	500	500
Alma Lane Field (Income)	0	0	0	0
Manstone Youth Centre	367	2,165	12,000	9,835
Manstone Youth Centre (Income)	0	0	0	0
Manstone Sports and Play Areas	0	0	5,000	5,000
Long Park & Play Area	0	47	8,000	7,953
Other Additional Play Areas	0	0	10,000	10,000
Seafront Amenity Building	237	3,905	20,000	16,095
Stowford Community Centre	0	0	515	515
Conservatory Maintenance	0	325	1,000	675
Fire Beacon Stewardship (Income)	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-37	-35	2
	£604	£6,405	£56,975	£50,570

Trust Property - The Ham

The Ham Ground Mtce	0	0	4,102	4,102
The Ham Other Mtce	329	329	2,500	2,171
The Ham Play Equipment	0	0	1,500	1,500
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	0	0	500	500
The Ham Rent (Income)	0	-1,000	-8,125	-7,125

Manstone

Manstone Land Ground Mtce	0	0	500	500
Manstone Other Maintenance	0	0	1,600	1,600
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	0	-990	-990

Salcombe Regis

S.R. Allotment Field Rent (Income)	0	0	-1	-1
S.R. Recreation Field (water)	0	52	250	198
S.R. Recreation Field Rent (Income)	0	0	-1	-1
	£329	-£619	£5,835	£6,454

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	0	5,500	5,500
Chairman's Expenses	0	0	2,000	2,000
Members Expenses/Training	0	91	1,000	909
Elections	0	0	3,000	3,000
Civic & Hospitality	188	235	1,000	765
Civic Regalia	0	0	2,500	2,500
Sale of Ties & Badges (Income)	-8	-8	0	8
	£180	£318	£15,000	£14,682
<u>Staff</u>				
Salaries	7,128	14,373	90,000	75,627
Pensions	1,401	2,803	18,000	15,197
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	0	100	100
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	0	0	0
	£8,529	£17,176	£99,200	£82,024
<u>Office Expenses</u>				
Postage	0	0	1,000	1,000
Stationery	119	278	1,500	1,222
Telephone	0	603	3,000	2,397
Subscriptions	0	1,869	2,000	131
Photocopier	-4	-4	1,500	1,504
Internet, website and webcams	0	0	500	500
Computer Software Contracts	0	0	1,200	1,200
Computer Maintenance Contingency	0	0	3,000	3,000
Advertisements	0	40	500	460
Audit	300	300	1,600	1,300
Insurance	0	0	5,600	5,600
Sundry	64	499	1,200	701
Bank Charges	4	7	300	293
Bank Interest Received (Income)	-212	-212	0	212
	£271	£3,380	£22,900	£19,520

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 2 - May 2016

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	795	-2,858	85,980	88,838
Discretionary Expenditure	1,307	60,129	106,800	46,671
Woolcombe House	760	4,362	40,240	35,878
Other Freehold Property	604	6,405	56,975	50,570
Trust Property	329	-619	5,835	6,454
Members	180	318	15,000	14,682
Staff	8,529	17,176	99,200	82,024
Office Expenses	271	3,380	22,900	19,520
Precept Received	0	-209,567	-419,135	-209,568
Council Tax Support Grant	0	-6,898	-13,795	-6,897
Net Income over Expenditure	£12,775	-£128,172	£0	£128,172

Current/Deposit Bank Accounts

£681,179

of which

Woolley Bequest

£45,280

Earmarked Reserves

£358,555