



SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE
WOOLCOMBE LANE
SIDMOUTH
DEVON
EX10 9BB

Telephone: 01395 512424
Email: enquiries@sidmouth.gov.uk
Website: www.sidmouth.gov.uk
VAT Reg. No. 142 3103 24

To: All Members of the Town Council
Town Clerk

4 April 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 11 April 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 Handel Bennett. | |
| 2 | Apologies
To receive any apologies for absence. | |
| 3 | Minutes
To confirm the minutes of the meeting of the Town Council held on Monday 7 March 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 is one item 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 March 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 9 and 23 March 2016.

7 – 15

9.2 Tourism & Economy Committee Report

To receive the report of the Tourism & Economy Committee meeting held on Monday 14 March 2016.

16 – 18

10 **Reports from Members with Special Responsibilities**

10.1 Finance Report

To receive the Finance Report for February 2016.

19 – 22

10.2 Sid Valley Neighbourhood Plan

To receive a report from Deirdre Hounsom, Sid Valley Neighbourhood Plan Steering Group.

10.3 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 **Sidmouth Literary Festival**

Di Bowerman will attend the meeting to give a brief presentation about the plans for the 2016 literary festival; a programme will be ready for distribution to Members and the new Sun Sea and Books website will also be live.

12 **Sidmouth in Bloom**

Lynette Talbot and Peter Endersby will attend this meeting to give a brief presentation on the committees plans for 2016.

13 Clean for the Queen

The Town Clerk has been contacted by Richard Eley who has been undertaking a programme of cleaning footpaths and unclassified roads within the Town Council jurisdiction as part of the Clean for the Queen programme; to be completed by 12 June 2016. He has already cleaned 55 miles of paths and roads which is approximately half of the total and has collected about 200 kgs of litter so far.

Mr Eley has been in consultation with Cllr Hughes about a general clean-up of Sidmouth, for example, many of the road and street signs are covered in green algae and hard to read.

He asks that Members might like to think of ways in which the Town Council could contribute to the clean-up, but more importantly claim and publicise the fact that Sidmouth is 'The Cleanest Town in Britain'. This may encourage everyone else to participate and 'do their bit'.

Richard Eley will attend this meeting to answer questions on this initiative.

14 Noticeboards and Fingerposts

At the October 2015 Pre-Budget meeting it was resolved:

‘that the Notice boards and Fingerposts budget be set at £2,500 to enable the possible installation of new notice boards at Sidbury, Bedford Lawn, All Saints Road and fingerposts for The Byes and Kennaway House. The order of installation to be discussed at a future Council meeting.’

Members are now asked to give consideration to this matter.

15 Exclusion Of The Public And Press

The Vice-Chairman of the Council to move the following:

“that 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.”

PART 'B'**16 CCTV System**

To receive a report from Sgt Andy Squires and Mr Jerry Allen of Metcalfe Allen Ltd.

Forthcoming Council and Committee meetings:

20 April 2016 – Planning Committee
 25 April 2016 – Annual Town Assembly
 4 May 2016 – Planning Committee
 16 May 2016 – Council
 18 May 2016 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 7 March 2016 at 6.30pm

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

The meeting started at 6.30pm and finished at 8.05pm.

PART 'A'

165 Prayers

Prayers were taken by the Reverend Brian Hadfield.

*The Chairman welcomed Cllr Gareth Jones,
the new ward member for Sidbury, to the Town Council*

166 Minutes

The minutes of the meeting of the Town Council held on Monday 1 February 2016 were signed as a true and accurate record.

167 Declarations of Interest

There were no declarations of interest received for items on this agenda.

168 Matters of Urgency or Report from the Chairman

- The Chairman reported that a card of condolence had been sent on behalf of the Town Council following the bereavement of Jo Frith.
- The Chairman congratulated Sgt Andy Squires on his award for 20 years' service in the Devon and Cornwall Police service.
- The Chairman reported that Cllr Gareth Jones wished to become a member of the Planning Committee and asked for Members agreement.

RESOLVED: that Members agree that Cllr Gareth Jones would become a member of the Planning Committee.

169 Exclusion of the Public

RESOLVED: that the classification given to the documents to be submitted to the Council, be confirmed, and that the reports relating to exempt information, be dealt with under Part B.

170 Public Open Question Time

- Councillor Dent congratulated County Cllr Hughes on helping to secure a return visit by the Tour of Britain cycling event to Sidmouth. He also asked Cllr Hughes to confirm that any traffic data which the County have would be made available to assist in the preparation of the Neighbourhood Plan. County Cllr Hughes reported that all relevant information would be supplied as and when it was needed by the Neighbourhood Plan Steering Group.

171 Police Report

Sgt Andy Squires presented the police report for February 2016 which showed a total of 27 incidents compared to 24 incidents in February 2015.

172 Committee/Working Group Reports

172.1 Planning Committee Reports

Councillor Dyson, Chairman of the Planning Committee presented the reports of the Planning Committee meetings held on Wednesdays 3 and 24 February 2016.

RESOLVED: that the Planning Committee reports be noted and agreed.

173 Reports from Members with Special Responsibilities

173.1 Finance Report

Councillor Dyson presented the January 2015 Finance Report.

RESOLVED: that the January 2015 Finance Report be noted and agreed.

173.2 Neighbourhood Plan

Councillor Cole, Chairman of the Neighbourhood Plan Feasibility TaFF, reported that a Chairman had been appointed for the Neighbourhood Plan Steering Group; Mrs Deirdre Hounsom. The last meeting of the TaFF would take place on Thursday 10 March 2016 and the first meeting of the NP Steering Group would be held on Monday 21 March 2016.

RESOLVED: that Councillor Cole's report be noted.

173.3 Hopper Bus

Councillor Dyson reported that a tender process had been undertaken for this year's hopper bus service and one response had been received from the existing provider; negotiations were now underway with this company.

RESOLVED: that Councillor Dyson's report be noted

173.4 West Country Tourism Conference

Councillor Newth, Vice Chairman of the Tourism and Economy Committee gave a comprehensive report of the West Country Tourism conference that she had attended in place of Councillor Pollentine.

RESOLVED: that Councillor Newth's report be noted

174 Port Royal Flag Pole and Yardarm

The Town Clerk reported that a replacement flag pole and yardarm at Port Royal would be of a lightweight material which would be low maintenance but would not carry the weight of the existing weathervane.

Members were asked whether they wished to contribute half the cost of refurbishment of the weather vane, at a cost of £750, and if so where should the weathervane be relocated.

RESOLVED: that the Chairman of the Council, in consultation with the Town Clerk, be given deleted authority to refurbish and relocate the old weathervane from Port Royal if a suitable location could be found.

175 Alma Bridge – Update from DCC

Nick Jennings, Principle Bridge Engineer, Devon County Council attended the meeting to give an update on Alma Bridge; he tabled plans of the proposed replacement bridge and reported that a two-month consultation process had now commenced. This would be followed by a design process with the intention of a replacement bridge being in place by April 2017. However, this would require some interim protection to Pennington Point; the cliffs were currently eroding at a rate of 2 metres per annum.

RESOLVED: that as part of consultation being carried out by Devon County Council on the revised location for a new Alma bridge, representatives of Natural England and the World Heritage site organisation would be invited to attend a future Town Council meeting at their earliest convenience to brief members on their thinking regarding the bridge and protection for the town from the sea.

176 Provision of Night Time Landing Facilities for Devon Air Ambulance

Sidmouth Town Council had received a request from Devon Air Ambulance Trust to consider the provision of potential night time landing facilities in the Sidmouth area.

Toby Russell, Devon Air Ambulance Trust attended the meeting to give a report.

RESOLVED: that Members were asked to inform the Town Clerk of potential sites in their wards which could be considered Toby Russell.

177 Exclusion of the Public and Press

RESOLVED: That 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.

PART 'B'

178 Grant Payment 2016/17

Members were asked to consider the confidential letter regarding a grant payment for 2016/17.

RESOLVED: that a letter of thanks be sent and the £400 would be held in the Grant reserve for future allocation.

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CHAIRMAN OF THE COUNCIL

**Minutes of the meeting of
Sidmouth Town Council's Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 9th March 2016**

Councillors present: - John Dyson (Chairman)
 Ian Barlow (Vice-Chairman)
 Jack Brokenshire
 Kelvin Dent
 Michael Earthey
 Ian McKenzie-Edwards
 John Rayson
 Simon Pollentine
 Jeff Turner

Apologies: - Marc Kilsbie
 Stuart Hughes
 Dawn Manley

The meeting started at 6.30pm and finished at 8.10 pm.

421 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Jack Brokenshire	16/0439/FUL 126 High Street, Sidmouth, EX10 8EE	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.

422 Minutes

The Minutes of the Planning Committee meetings held on the 3rd and 24th February were signed as a true and accurate record.

423 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.

424 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.

425 Amended Plans Received

16/0261/FUL <i>North Ward</i>	MR ANDREW GARDINER	6 WOOLBROOK RISE, SIDMOUTH, EX10 9UB Construction of single storey side/rear extension and first floor roof extension to rear elevation. <i>Amended plans received showing narrowing of roof extension.</i>
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Members were unable to support the application for the following reasons:

The amendments to the proposal were not considered sufficient enough to alter the Committee's previous views:

- The proposed design was unsympathetic and not in keeping with the character of the area.
- The proposed development would adversely affect the amenity of the neighbouring properties by reason of massing and bulk.

Applications for consideration

426	16/0453/FUL <i>West Ward</i>	MR & MRS NIGEL BROOME	15 WOOLBROOK PARK, SIDMOUTH, EX10 9DU Construction of single storey rear extension and infill of rear porch.
	Support		
427	16/0327/FUL <i>South Ward</i>	MR R PEIRCE	CLYRO, COTTINGTON MEAD, SIDMOUTH, EX10 8HB Proposed front, rear and side extensions and addition of dormer windows.
	Support		
428	16/0378/FUL <i>South Ward</i>	MR AND MRS D CHAMBERS	SILVERDALE, BICKWELL VALLEY, SIDMOUTH, EX10 8SG Ground and basement level alterations, extension to first floor and addition of second storey.
	Support		
429	16/0166/FUL <i>Sidford Ward</i>	MR DAVID MATHEWS	68 SIDFORD HIGH STREET, SIDFORD, SIDMOUTH, EX10 9SQ Construction of detached double garage.
	Support		
430	16/0356/FUL <i>Sidford Ward</i>	MR & MRS STREET	12 COREFIELDS, SIDFORD, SIDMOUTH, EX10 9SG Single storey rear extension and enlargement of patio.
	Support		
431	16/0451/LBC <i>Sidford Ward</i>	DR JOHN HEMS	1 LABURNUM COTTAGES, CHURCH STREET, SIDFORD, SIDMOUTH, EX10 9RA Retention of first floor pvcu window in rear elevation.

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

The upvc window was not in keeping with the character of the Listed building and the Conservation area.

432	16/0355/FUL <i>Salcombe Regis Ward</i>	MR AND MRS K WALTON	WYCHWOOD, SIDCLIFFE, SIDMOUTH, EX10 9QA Detached garage and new driveway.
	Support		
433	16/0442/FUL <i>Salcombe Regis Ward</i>	MR CHARLES KEEN	FORELANDS, REDWOOD ROAD, SIDMOUTH, EX10 9AD Engineering works to regrade front garden and alter access to property to provide a parking area to front.
	Support		
434	16/0320/FUL <i>North Ward</i>	MR MARK BENNETT	110 WOOLBROOK ROAD, SIDMOUTH, EX10 9EA Retention of access gates, and erection of a garden shed and green house.
	Support		

- 435** 16/0439/FUL FORDS 126 HIGH STREET, SIDMOUTH, EX10 8EE
East Ward
 Support
 Change of use on ground floor to provide self-contained access to first floor flat and installation of replacement shop front.

Tree Application for Decision

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

- 436** 16/0207/TRE MRS EMERY 78 WOOLBROOK ROAD, SIDMOUTH, EX10 9XB
North Ward
 T1, Birch: Crown reduction to retain a tree with a height of approximately 13m and a radial spread of approximately 3m. Pruning cuts no greater than 50mm in diameter.

This application was deferred pending receipt of the Arboricultural Officer's report.

437 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)** 16/0100/TCA MR CLARKE THE HILL, MUTTERSMOOR ROAD, SIDMOUTH, EX10 8RH
South Ward
 T1, Western Red Cedar Zebrina: Fell
 T2, Cryptomeria: Fell
 T3, Pittosporum: Fell
 T4, Holly: Remove reverted green suckers
 T5, Lawson Cypress: Fell
 T6, Laurel: Reduce to hedge level at approx. 2m above ground
 G1, Western Red Cedars: Crown raise to give 6m clearance above ground level
 T7, Cherry: Fell
 T8, Laurel: Remove larger stems growing into garden
 T9, Variegated Holly: Fell
- Works noted
- b)** 16/0178/TCA MR ROB CANN GREEN GABLES, ALL SAINTS ROAD, SIDMOUTH, EX10 8EU
South Ward
 T1, Cherry: Crown reduction, to retain tree at 5.5m high with radial spread of 2.5m.
 T2, Magnolia: Crown reduction and thinning: Northeast stem by 50% leaf area removing branch sections up to 1.5m long and Southeast stem by 25% leaf area removing branch sections up to 1.5m long.

This application was deferred pending receipt of the Arboricultural Officer's report.

- c)** 16/0421/TCA MR K WILLIAMS ASHBROOK, GORSEWAY, CONVENT ROAD, SIDMOUTH, EX10 8RJ
South Ward
 T1, Larch: Fell
 G2, Conifers (three of): Fell.

This application was deferred pending receipt of the Arboricultural Officer's report.

- d) 16/0161/TCA MRS LONG 41 CHURCH STREET, SIDBURY, SIDMOUTH, EX10 0SB
Sidbury Ward T1, Blue Atlas Cedar: Reduce crown by approximately 1.5 metres, retaining a crown spread of 4.5 metres. Maximum diameter of pruning cuts 100mm.

This application was deferred pending receipt of the Arboricultural Officer's report.

438 Tree Exemption Reports

No Tree Exemption works were reported.

439 Unsupported Decisions

Planning Application 15/2746/FUL

1 Bedford Place, Station Road, Sidmouth, EX10 8PG

Retrospective application for new verandah at ground floor level.

Town Council District Council

Supported Refused

Planning Application 15/2767/LBC

1 Bedford Place, Station Road, Sidmouth, EX10 8PG

Construction of verandah and widening of doors at ground floor level on rear elevation, enlargement of rear window and installation of flue.

Town Council District Council

Supported Refused

440 Appeals

Planning Application No. 15/1220/FUL. 114 Malden Road (adjoining) Sidmouth, EX10 9LY.

Construction of dwelling including formation of vehicular access.

The Planning Clerk reported that an appeal had been lodged by the Applicant in respect of the above application.

441 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 Planning Committee
Held at the Council Chamber, Woolcombe House, Sidmouth,
Wednesday 23rd March 2016**

Councillors present: - John Dyson (Chairman)
 Ian Barlow (Vice-Chairman)
 Jack Brokenshire
 Kelvin Dent
 Michael Earthey
 Gareth Jones
 Dawn Manly
 Ian McKenzie-Edwards
 Simon Pollentine
 Jeff Turner

The meeting started at 6.30pm and finished at 8.05 pm.

442 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
All Members of the Planning Committee	16/0382/OUT Sidford Branch Surgery, Church Street, Sidford, EX10 9RL	Personal Interest	Remained in the Chamber during discussion and voting	Applicant is a member of Sidmouth Town Council.
Cllr Ian Barlow	16/0382/OUT Sidford Branch Surgery, Church Street, Sidford, EX10 9RL	Disclosable pecuniary interest	Did not take part in discussion and voting	Applicant is a Member of Sidmouth Town Council
Cllr John Dyson	16/0571/LBC 1 Cypress Place, Station Road, Sidmouth, EX10 8NZ	Personal Interest	Remained in the Chamber during discussion and voting	Acquainted with the agent
Cllr John Dyson	15/2850/TRE Ashton, Manor Road, Sidmouth, EX10 8RR	Personal Interest	Remained in the Chamber during discussion and voting	Acquainted with the applicant.
Cllr Simon Pollentine	15/2850/TRE Ashton, Manor Road, Sidmouth, EX10 8RR	Personal Interest	Remained in the Chamber during discussion.	Acquainted with the applicant.

443 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.

444 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

- 445** 16/0570/FUL MR COLIN HAMILTON 1 ROYAL LONDON COURT, FORE STREET,
East Ward SIDMOUTH, EX10 8AD
Construction of first floor extension.
Support
- 446** 16/0574/FUL MS JAMEY DAMATO SOMEDAY SOMETHING, CHURCH STREET,
East Ward SIDMOUTH, EX10 8LZ
Change of use of pavement to seating area to
accommodate 3 tables and 8 chairs.
- SPLIT DECISION
Members supported the proposed two tables and 6 chairs shown on the left of the proposed plan.
Members were unable to support the placing of a table and two chairs in the corner adjacent to the church steps due to concerns regarding access to the flats above the tearoom and concerns regarding over cluttering of the area.
- 447** 16/0596/FUL MR D RUSSELL 79 MANSTONE AVENUE, SIDMOUTH, EX10 9TG
North Ward Construction of single storey rear extension and
detached single garage.
Support
Note: Members had reservations regarding the narrow width of the access road and the restrictions this would place on access to the garage.
- 448** 16/0576/FUL MR DEREK HARRIS 8 MALDEN ROAD, SIDMOUTH, EX10 9LS
Primley Ward Construction of single storey rear extension and
single storey side extension.
Support
- 449** 16/0573/VAR MS HELEN NICHOLLS SIDBURY C OF E PRIMARY SCHOOL, CHURCH
Sidbury Ward STREET, SIDBURY, EX10 0SB
Variation of condition 2 of 15/2279/FUL to provide
ventilation flue and associated timber screening to
proposed extension.
Support
- 450** 16/0382/OUT MR IAN BARLOW SIDFORD BRANCH SURGERY, CHURCH STREET,
Sidford Ward SIDFORD, EX10 9RL
Demolition of former surgery building and
construction of 6no. affordable terraced dwellings
(outline application with all matters reserved).
Members were unable to support the application for the following reasons:
- Members were concerned about the lack of parking proposed for the new houses.
 - Members would support an application for residential development of the site if this included 1 parking space per dwelling proposed.
- 451** 16/0532/LBC DR JOHN HEMS 1 LABURNUM COTTAGES, CHURCH STREET,
Sidford Ward SIDFORD, EX10 9RA
Installation of first floor “Gothic style” window in
rear elevation.

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

- The proposed “Gothic style” window was not in keeping with the character of the listed building and the Conservation area.
- The proposed window would not match the existing upvc window.
- Members would prefer to see two matching windows in the rear elevation of the property both in timber in keeping with the style of the property.

- 452** 16/0571/LBC MR STEVE PARKER 1 CYPRESS PLACE, STATION ROAD, SIDMOUTH, EX10 8NZ
South Ward
Construction of single storey rear extension, re-roofing of existing “flyover” extension and internal alterations.

SPLIT DECISION

Members supported the construction of the single storey rear extension and the internal alterations subject to the agreement of the Conservation Officer.

Members were unable to support the re-roofing of the existing “flyover” extension. Members would prefer the roof to be re- slated and had concerns that the pitch of the roof was being reduced (plans indicate an almost flat roof).

- 453** 16/0073/FUL MR ALAN SWANN 78 ALEXANDRIA ROAD, SIDMOUTH, EX10 9HG
West Ward
Construction of retaining wall (retrospective).
Amended plans received with proposed brick well and planting above existing gabion.

This application was withdrawn by the Applicant.

Tree Application for Decision

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

- 454** 16/0207/TRE MRS EMERY 78 WOOLBROOK ROAD, SIDMOUTH, EX10 9XB
North Ward
T1, Birch: Crown reduction to retain a tree with a height of approximately 13m and a radial spread of approximately 3m. Pruning cuts no greater than 50mm in diameter.

APPROVED: Subject to the conditions made in the Arboricultural Officer’s Report.

- 455** 16/0319/TRE MR S NEWMAN 9 COOMBE HAYES (LAND TO THE REAR) SIDMOUTH, EX10 9XX
Primley Ward
Field Maple: Remove overhanging branch/limb.

APPROVED: Subject to the conditions made in the Arboricultural Officer’s Report.

- 456** 15/2850/TRE MR GRAHAM BESS ASHTON, MANOR ROAD, SIDMOUTH, EX10 8RR
South Ward
T1, Lime & T2, Horse Chestnut: Pollard.

Members were unable to make a decision on the application due to advice received from the Arboricultural Officer that the application was due to be withdrawn.

- 457** **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)** 16/0161/TCA MRS LONG 41 CHURCH STREET, SIDBURY, EX10 0SB
Sidbury Ward
T1, Blue Atlas Cedar: Reduce crown by approximately 1.5 metres, retaining a crown spread

of 4.5 metres. Maximum diameter of pruning cuts 100mm.

- Works noted
- b) 16/0178/TCA MR ROB CANN GREEN GABLES, ALL SAINTS ROAD, SIDMOUTH, EX10 8EU
South Ward
T1, Cherry: Crown reduction, to retain tree at 5.5m high with radial spread of 2.5m.
T2, Magnolia: Crown reduction and thinning: Northeast stem by 50% leaf area removing branch sections up to 1.5m long and Southeast stem by 25% leaf area removing branch sections up to 1.5m long.
- Works noted
- c) 16/0421/TCA MR K WILLIAMS ASHBROOK, GORSEWAY, CONVENT ROAD, SIDMOUTH, EX10 8RJ
South Ward
T1, Larch: Fell
G2, Conifers (three of): Fell.

Works noted

458 Tree Exemption Reports

Woolbrook Reservoir, Balfours, Sidmouth, EX10 9EF

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to fell 1 dead Pine which failed at stem base, fell a dead Pine with stem failure and remove part failed branch from 1 x Pine which were considered to be an exception to the usual requirements of the Conservation Officer.

The works in question were considered to be an exception from the normal requirement to seek the consent of the Council under Regulation 14 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012. (This regulation of the Act provides for works to be carried out on dead and dangerous trees [or parts of trees] in the interests of safety).

459 Unsupported Decisions

Planning Application 15/2787/FUL

Hill House, Convent Road, Sidmouth

Addition of first floor to garage to create a studio with new external staircase.

Town Council District Council

Unable to support Granted

Planning Application 16/0052/FUL

19 Windsor Mead, Sidford, Sidmouth

Construction of extensions to front and rear elevations to provide additional bedroom and bathroom and single storey rear extension.

Town Council District Council

Unable to support Granted

Planning Application 15/2874/LBC

Cycle Services Ltd, Old Post Office, Vicarage Road, Sidmouth, EX10 8TD

Non illuminated painted aluminium sign on south elevation.

Town Council District Council

Supported Refused

Planning Application 16/0254/FUL

Boveys Down Farm, Farway, Colyton, EX24 6JD

Conversion of lean to agricultural barn to form tea room with associated ground engineering works and relocation of two external stores to extend existing car parking area

Town Council

District Council

Supported

Refused

460 Appeals

No Appeals were reported.

461 Enforcement Letters

No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

SIDMOUTH TOWN COUNCIL
Minutes of a Meeting of Sidmouth Town Council's
Tourism and Economy Committee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 14 March 2016 at 6.30 pm

Councillors present: - Simon Pollentine (Chairman)
 Frances Newth (Vice-Chairman)
 David Barratt
 Ian Barlow
 Louise Cole
 John Dyson
 Stuart Hughes
 Dawn Manley
 Ian McKenzie-Edwards
 John Rayson
 Jeff Turner

Apologies: Matt Booth, Jack Brokenshire, John Hollick, Marc Kilsbie, Paul Wright

The meeting started at 6:30pm and finished at 9:00pm

PART 'A'

36 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 14 December 2015 were signed as a true and accurate record.

37 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Dyson	45 Sporting Events Sponsorship	Personal	Remained in Chamber	Member of Sidmouth Cricket Club
Cllr John Rayson	All items	Personal	Remained in Chamber	Member of the Sidmouth Chamber of Commerce
Cllr Simon Pollentine	47 Christmas Market	Personal	Remained in Chamber	Shop owner in the town

38 Matters of Urgency

- The Chairman asked Members to note the two reports that had been circulated by email; Mr Shardlow – West Country Tourism Conference and Cllr Pollentine – Jurassic Coast Forum.
- The Chairman reported that the new Jurassic visitor centre was due to open in Seaton in the next few weeks.
- The Chairman thanked the staff who were sending out the guides; especially Adele Salter who had redesigned the address labels to advertise that the Red Arrows and the Tour of Britain were returning to Sidmouth this year.

RESOLVED: That the Chairman's matters of report be noted

39 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 representative from the Chamber of Commerce was invited to remain in the Chamber for the Part B items.

40 Velo Vintage

Alistair Cope of Velo Vintage attended the meeting and gave a presentation on the 2015 event and possible plans for 2016.

RESOLVED: That Mr Cope be thanked for attending the meeting and the item be deferred to Part B for further discussion.

41 Information Centre Manager's Report

In the absence of the Sidmouth Information Centre Manager, the Chairman presented the Information Centre's report.

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

42 Sidmouth Information Centre Finance Report

Councillor Pollentine presented the Finance Report for the period to January 2016 in respect of the Sidmouth Information Centre

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

43 Town Guide Finance and Distribution Figures

- a) Members were asked to note the Guide Income and Expenditure Report for the period to January 2016.

RESOLVED: That the Guide Income and Expenditure Report be noted.

- b) Members were asked to receive the Guide Budget for 2016/17.

RESOLVED: That the Guide Budget for 2016/17 be noted.

- c) Members were asked to note the Guide Distribution figures for the period to February 2016.

RESOLVED: That the Guide Distribution figures be noted.

44 Sidmouth in Bloom – A Walk around Sidmouth Leaflet

Councillor McKenzie-Edwards reported that a suggestion had been made to create a leaflet showing walks around Sidmouth to highlight the beautiful gardens and asked for Members support with this proposal.

He also reported that representatives from Sidmouth in Bloom had been invited to attend the Gardeners World exhibition to be held at the NEC in June 2016 and would take guides and literature to promote Sidmouth as a holiday destination. Councillors Barlow and Dyson also offered to attend this event on behalf of the Town Council.

RESOLVED: That the Town Council support the creation of a leaflet by the Sidmouth in Bloom committee with a financial contribution of up to a maximum of £1,000; on condition that the leaflet is produced, printed and made available for distribution at the NEC in early June 2016.

45 Sporting Events Sponsorship

Members were asked to consider a letter received from Neil Gamble, CEO Devon County Cricket Club.

RESOLVED:

- 1) That the Town Council support the Minor Counties' event to be held in Sidmouth by sponsoring a set of four match balls in the sum of £200.
- 2) That a banner be purchased to be displayed at the aforementioned and future sporting events to publicise the sponsorship given by the Town Council.

46 Tour of Britain 2016

The Town Clerk reported that stage 6 of this year's Tour of Britain would start from The Esplanade, Sidmouth on the morning of Friday 9 September 2016 and would proceed up the High Street, through Woolbrook to The Bowd and onwards to Ottery St Mary. Councillor

Hughes reported that there would be many events held in Sidmouth during the week prior to the race.

RESOLVED: That the Tour of Britain report be noted.

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.

47 Christmas Market

John Radford of JR Event Services attended the meeting and gave a presentation regarding a potential Christmas Market in Sidmouth.

RESOLVED: That the Chamber of Commerce be encouraged to work on a three to five-year strategy of increasing the profile of the current Late Night Shopping event with the intention of possibly developing this into a Christmas market in the future.

48 Christmas Lighting

Councillor Barlow gave a presentation regarding potential changes to the Christmas lighting in Sidmouth.

RESOLVED: That the 2016 Christmas lighting scheme be delegated to the Town Clerk in consultation with Councillor Barlow, Chamber of Commerce and the Chairman of the Tourism & Economy committee.

49 Velo Vintage

Following the report and discussion with Alistair Cope of Velo Ventures regarding the Velo Vintage event held in Sidmouth in December 2015, Members were asked to consider plans for a possible Velo Vintage event in 2016.

RESOLVED: That whilst the Town Council was, in principle, in favour of holding another Velo Vintage event it believed that the event should be more inclusive of local residents and have an increased profile with more publicity. The Town Clerk was delegated authority to negotiate terms with the organiser; to include a reduced charge.

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CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 11 - February 2016**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	27,134	28,000	866
Public Conveniences-Mtce Sidbury/Manstone	0	0	1,000	1,000
Flower Beds, Planters & Watering	0	14,639	16,000	1,361
Christmas Lighting & Switch-on	0	327	8,800	8,473
Donation to Christmas Lighting (Income)	0	-1,500	-1,500	0
Sidmouth Hopper Bus	375	23,068	8,000	-15,068
Donation to Hopper Bus (Income)	0	-15,120	0	15,120
Noticeboards and Fingerposts	0	2,215	2,500	285
Sidmouth Information Centre	0	21,600	21,600	0
Drinking Fountain, Sidbury	0	46	100	54
Annual Report Printing/Distribution	0	635	1,000	365
War Memorials	0	36	0	-36
Parish Paths Partnership Payments	0	751	0	-751
Parish Paths Partnership (Income)	-2,000	-4,774	0	4,774
	-£1,625	£69,057	£85,500	£16,443

Discretionary Expenditure

Grants	0	10,190	12,000	1,810
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	600	600	600	0
Sand bags	0	0	1,500	1,500
Youth Service Support	6,000	30,000	24,000	-6,000
Seagulls Management	0	192	450	258
Website & Social Media Development/Support	0	280	2,000	1,720
Donation to use of Party Tent (Income)	0	-25	0	25
Donation to Red Arrows Display (Income)	0	-13,247	0	13,247
Neighbourhood Plan	0	362	0	-362
Woolley Bequest Payments	0	1,220	0	-1,220
Woolley Bequest (Income)	-630	-1,130	0	1,130
	£5,970	£60,442	£98,350	£37,908

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	747	3,203	3,800	597
Woolcombe House Business Rate	0	5,760	5,800	40
Woolcombe House (Loan Interest&Repayment)	0	14,889	14,890	1
Woolcombe House-General Maintenance	39	4,622	5,800	1,178
Woolcombe House Grounds	0	848	1,200	352
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
	£786	£29,322	£40,240	£10,918

Other Property

Alma Lane Field	0	150	500	350
Alma Lane Field (Income)	0	-50	0	50
Manstone Youth Centre	3,621	11,745	12,000	255
Manstone Youth Centre (Income)	0	-48	0	48
Manstone Sports and Play Areas	0	1,570	5,000	3,430
Long Park & Play Area	0	4,483	8,000	3,517
Other Additional Play Areas	0	0	10,000	10,000
Seafront Amenity Building	-209	18,464	20,000	1,536
Stowford Community Centre	0	85	5,000	4,915
Conservatory Maintenance	0	618	1,000	382
Fire Beacon Stewardship (Income)	0	-3,338	0	3,338
Sidmouth Golf Club (Income)	-5	-5	-5	0
Elec Pole Rent (Income)	0	-38	-35	3
	£3,407	£33,636	£61,460	£27,824

Trust Property -- The Ham

The Ham Ground Mtce	0	3,989	4,103	114
The Ham Other Mtce	420	759	2,500	1,741
The Ham Play Equipment	0	110	1,300	1,190
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	18	374	500	126
The Ham Rent (Income)	0	-8,125	-8,125	0

Manstone

Manstone Land Ground Mtce	0	358	500	142
Manstone Other Maintenance	0	385	1,600	1,215
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	-713	-950	-237

Salcombe Regis

S.R. Allotment Field Rent (Income)	0	0	-1	-1
S.R. Recreation Field (water)	92	164	250	86
S.R. Recreation Field Rent (Income)	0	0	-2	-2
	£530	-£2,699	£5,675	£8,374

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 2016

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	4,932	5,500	568
Chairman's Expenses	0	1,434	2,000	566
Members Expenses/Training	66	605	1,000	395
Elections	0	7,080	7,000	-80
Civic & Hospitality	0	225	1,000	775
Civic Regalia	0	0	2,500	2,500
	£66	£14,276	£19,000	£4,724
<u>Staff</u>				
Salaries	7,055	77,692	90,000	12,308
Pensions	1,389	15,285	18,000	2,715
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	111	100	-11
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	-165	0	165
	£8,444	£92,923	£99,200	£6,277
<u>Office Expenses</u>				
Postage	68	736	1,500	764
Stationery	207	1,780	1,500	-280
Telephone	0	2,796	3,000	204
Subscriptions	35	2,007	2,000	-7
Photocopier	0	1,408	1,500	92
Internet, website and webcams	0	380	500	120
Computer Software Contracts	0	514	1,200	686
Computer Maintenance Contingency	0	0	3,000	3,000
Advertisements	0	40	500	460
Audit	0	1,600	1,600	0
Insurance	0	5,614	5,300	-314
Sundry	20	732	1,200	468
Bank Charges	4	62	0	-62
Bank Interest Received (Income)	-580	-2,482	0	2,482
	-£246	£15,187	£22,800	£7,613

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 11 - February 2016

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	-1,625	69,057	85,500	16,443
Discretionary Expenditure	5,970	60,442	98,350	37,908
Woolcombe House	786	29,322	40,240	10,918
Other Freehold Property	3,407	33,636	61,460	27,824
Trust Property	530	-2,699	5,675	8,374
Members	66	14,276	19,000	4,724
Staff	8,444	92,923	99,200	6,277
Office Expenses	-246	15,187	22,800	7,613
Precept Received	0	-413,328	-413,328	0
Council Tax Support Grant	0	-18,897	-18,897	0
Net Income over Expenditure	£17,332	-£120,081	£0	£120,081

Current/Deposit Bank Accounts

£552,509

of which

Woolley Bequest

£55,130

Earmarked Reserves

£270,227