



SIDMOUTH TOWN COUNCIL

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To: All Members of the Town Council
Town Clerk

27 November 2017

Dear Sir/Madam,

**Meeting of Sidmouth Town Council
in its Capacity as Trustee
Monday 4 December 2017
on the rising of the Council meeting**

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

AGENDA

	<u>Page/s</u>
<u>PART 'A'</u>	
1 Apologies To receive any apologies for absence.	
2 Minutes To confirm the minutes of the Trustee Meeting held on Monday 6 November 2017.	3 – 5
3 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.	
4 Matters of Urgency or Report To consider any items that in the opinion of the Chairman should be dealt with as matters of urgency or report because of special circumstances. (Note: such circumstances need to be recorded in the minutes)	
5 Exclusion of the Public To agree any items to be dealt with after the public (including the press) have been excluded. There are is one item which the Clerk recommends should be dealt with in this way.	

- 6 **Salcombe Regis Recreation Field – Wedding September 2018**
 A request has been received to use Salcombe Regis Recreation Field for a wedding reception on the weekend of Saturday 8 and Sunday 9 September 2018.
 See attached copy email for further information. 6
- 7 **Salcombe Regis Recreation Field – Change of Wedding Date**
 Members are asked to confirm the Chairman’s permission given for the use of Salcombe Regis Recreation Field for a wedding reception. This is due to a change of wedding date from 24 March 2018 to 9 December 2017 for permission that had previously been granted at the September 2017 Trustee meeting.
- 8 **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’**
- 9 **Riverside Parking Licence**
 To consider an increase to the annual licence fee for the parking space at Riverside, The Ham. 7

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
in its Capacity as Trustee
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 6 November 2017
on the rising of the Council Meeting

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

The meeting started at 8.45pm and finished at 9.00pm.

PART 'A'

28 Minutes

The minutes of the Trustee meetings held on Monday 2 October 2017 were signed as a true and accurate record.

29 Matters of Urgency or Report

The Chairman reported that there was an urgent item for discussion as follows:

- **Alma Bridge Design Update**

An email had been received from David Pick, Senior Structural Engineer, Devon County Council outlining an update to the Alma Bridge design.

The scheme that DCC put forward and gained Town Council support for included short flights of steps at either end of the bridge. This option ruled out access to the bridge by mobility scooter users, prams and would be difficult for cyclists.

DCC had proposed an alternative diversion route for these user groups and consulted with the Devon Countryside Access Forum (DCAF) and the cooperate equality officer. A member of the DCAF group, who was a mobility scooter user consultant was asked to assess the alternative

route for suitability. This route took people via Riverside Road, Mill Street, Millford Road and onto Beatlands road. A diversion of approximately 0.7km. The report he produced concluded that the route was unsuitable in its current form but could be improved. DCC decided to revisit the design to see if there was any way to accommodate these groups even if there had to be compromises in other ways.

The alternative had introduced short sections of steep ramps in place of the steps and ramps that were there previously. The plan location and footprint were the same as the previously agreed scheme. The short steep ramp sections were to be inclined at 1:6 which matched the average gradient of Hanger Path. The bridge itself was inclined at 1:12 and the ramps had a level landing at each change in direction. The steepness of these ramps would require a departure from standard. The new scheme was supported by the following consultees: Devon Countryside Access Forum, East Devon Ramblers, Devon Public Rights of Way team, South West Coast Path team and Devon Safety Audit.

The proposals did not change the footprint of the scheme and did not take any more land or impact on The Ham. The change, although a slight compromise for the majority of ambulant pedestrians, was however, suitable for a wider range of users. A draft plan was tabled for Members consideration.

RESOLVED: That Sidmouth Town Council supported the revised design for Alma Bridge enabling disabled access.

30 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.

31 The Ham – Summer Fun Fair

A request had been received from David Rowland of Rowlands Fun Fairs to use The Ham for a family fun fair Wednesday 6 to Saturday 9 June 2018. Details were as follows:

Access to The Ham would be needed from Monday 4 June to set up until Monday 11 June to take down and vacate The Ham.

Operating times would be:

Wednesday to Friday 5pm – 9:30pm

Saturday 1pm – 9:30pm

It would be run as a family saver fair where all rides would be only £1.50.

RESOLVED: That permission be granted to David Rowland of Rowlands Fun Fairs to use The Ham for a family fun fair from Wednesday 6 to Saturday 9 June 2018. It was understood that boarding would be used to safeguard the grass and that there would be on-site security personnel supplied by David Rowland.

32 The Ham – Trail Running Race

A request had been received from Pure Trail Running to use a small area of The Ham as a start and finish location for a Relay Race along the South West Coast Path to Beer and back on Saturday 23 June 2018.

They would need to erect one gazebo on the grass to assist with the registering of the runners and anticipate a 1:30pm to 2pm start and would anticipate being on site from 12noon to 6pm. The number of finishers would be limited to 125.

RESOLVED: That permission be granted to Pure Trail Running to use a small area of The Ham as a start and finish location for a Relay Race along the South West Coast Path on Saturday 23 June 2018.

33 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'

34 Salcombe Regis Recreation Field

Following the receipt of an arboricultural report for Salcombe Regis Recreation Field Members were requested to consider the urgent works required. A number of trees requires pruning and/or reduction to make them safe and the quote had been categorised in terms of urgency as Priority 2 and 3 (there were no Priority 1 trees.)

RESOLVED: That all the tree work in both Priority 2 and 3 categories be carried out in the total sum of £3,210; the majority of which to be paid out of general reserve.

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CHAIRMAN OF THE COUNCIL

Salcombe Regis Recreation Field – Wedding September 2018

RE: Hire of Sid Vale Scout Centre and use of Salcombe Regis Recreational Field.

We have recently been in contact with Gareth Hughes from the 1st Sid Vale Scout Group about holding our wedding reception at the Scout Centre on Saturday the 8th of September 2018.

We absolutely love the space it offers within the environment and the opportunities it offers young people. It would mean a great deal to us to have our special time at such a special place and to know that any money we spend will be going back into the community and to such a great cause. Furthermore, the location is treasured as it is close to where many of our family members and friends live.

We are writing to you as with the Councils permission we would also like to include family type events in the day which will include use of the Recreation Field. Use of the Field will be for Saturday the 8th and Sunday 9th.

Our thinking includes the following:

- Up to 100 guests including children, young people and families.
- Camping available for those guests that wish to - and we would have a designated area for this purpose.
- A bouncy castle/bouncy slide for the children outside and games.
- A bonfire in the designated Scout Group fire pit area.
- The 'Wedding breakfast' itself would be in the Scout Centre and will likely be buffet style.
- We understand our need to acquire the appropriate licenses for alcohol and entertainment and we would also ensure all rubbish is disposed of responsibly and that we follow the local recycling guidelines.
- We hope to have a local band, subtle guitar playing and a DJ/iPod music and speaker to finish at the time stipulated on the license.

Car parking - We understand from the Scouts the importance of Field to the local community and users and will be very mindful of this. The car park will certainly provide a fair amount of space and we would also like the opportunity if needed for any additional vehicles to be parked on a designated part of the field. We will do everything we can to encourage transport by other means and if weather conditions were not favourable we would on the day heed the advice of the Scout Group. We also understand that you may ask for a financial “bond” to cover any field damage repairs.

Thanks so much for your time and we hope to hear from you very soon in order to progress in our planning and please don't hesitate to call if you would like to meet or would like any further information.

Best wishes,
Sarah Greenacre and Mat Pithouse

(PS to confirm our links to Sidmouth, my Mum lives in Sidmouth and used to Police the town, my late Father ran The Bowd for a period in the 90s/00s and Mats Dad is a retired Postman still with connections to Sidmouth Post Office and lives in Sidford.)