



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

30 November 2015

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 7 December 2015 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 Father Paul Cummins.	
2	Apologies To receive any apologies for absence.	
3	Minutes To confirm the minutes of the meeting of the Town Council held on Monday 26 October and 2 November 2015.	4 – 10
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 November 2015 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 4 and 25 November 2015. 11 – 17
- 10 **Reports from Members with Special Responsibilities**
10.1 Finance Report
To receive the Finance Report for October 2015. 18 – 21
10.2 Other Reports from Members with Special Responsibilities
To receive other notified reports from other Members.
- 11 **Growing Together – Parishes Together Fund**
Peter Scott of Growing Together will give a presentation regarding this initiative which was financed using Parishes Together funding for 2015.
- 12 **Sidmouth Neighbourhood Plan Feasibility Task and Finish Forum**
To consider the attached recommendations and report to be presented by Councillor Cole, Chairman of the Sidmouth Neighbourhood Plan Feasibility Task and Finish Forum. 22 – 42
- 13 **Sidmouth Parish Church Patronage Fund**
The Patronage Secretary of Sidmouth Parish Church has written to invite the Town Council to continue its support by renewing its donation of £100 to commemorate the Town Council’s chosen date of 11 November.

14 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’

15 Christmas Lights Contract

To receive a report from the Town Clerk regarding the review of the Christmas lighting contract for the town and future options.

Forthcoming Council and Committee meetings:

9 December 2015 – Planning Committee

14 December 2015 – Tourism & Economy Committee

4 January 2016 – Council

6 January 2016 – Planning Committee

18 January 2016 – Estimates and Grants

20 January 2016 – Planning Committee

SIDMOUTH TOWN COUNCIL
Minutes of the Pre-Budget meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 26 October 2015 at 6.30pm

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

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

PART 'A'

103 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Simon Pollentine	107 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Sidmouth Folk Week Charity Board Member
Cllr John Dyson	107 Sidmouth Folk Week	Personal	Remained in the Chamber during discussion and voting	Sidmouth Folk Week Charity Board Member

104 Matters of Urgency or Report from the Chairman

- The Chairman reminded Members that Sunday 8 November 2015 was Remembrance Day and encouraged Members to attend the War Memorial or join the parade which would form up outside the Co-op store at 10.30am.

105 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.

106 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'

107 Budgets/Estimates

Members were asked to consider recommendations prior to the Budget/Estimate meeting in January. A confidential schedule was issued to Members for their consideration.

RESOLVED:

- 1)** 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.
- 2)** that the budget for Drinking Fountain, Sidbury be set at £1,000 to enable the possible refurbishment of the stonework, electrics and iron work of the fountain. Prior to any work being carried out the Council would further investigate the ownership of the fountain.
- 3)** that the budget for Dog Bins be set at £1,000 to enable the purchase and emptying service for a new dog bin to be installed in Salcombe Regis Recreation Field.
- 4)** that the budget for Sand Bags be set at £1,000.
- 5)** that the budget for Seagull Management be set at £2,500. The use of the budget would be discussed at a future Council meeting in order to explore other ways of seagull management.
- 6)** that an amount of £15,000 be set aside in the Woolley Bequest to enable support of a potential forthcoming event in Sidmouth during 2016.
- 7)** that an amount of £10,000 be set aside in the Woolley Bequest to enable support of a charitable project during 2016. A further £5,000 per annum for five years be pledged from the 2017/18 budget onwards as and when the project is in place.
- 8)** that any allocation for a potential Neighbourhood Plan would be decided at the December Council meeting following discussion of the report from the TaFF group.

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CHAIRMAN OF THE COUNCIL

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 2 November 2015 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Michael Earthey Stuart Hughes Dawn Manley
Sidmouth South	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	David Addis
Salcombe Regis	Ian Barlow David Barratt

Apologies: Kelvin Dent, John Hollick, Marc Kilsbie

The meeting started at 6.30pm and finished at 8.45pm.

PART 'A'

108 Prayers

Prayers were taken by the Reverend Brian Hadfield.

109 Minutes

The minutes of the meeting of the Town Council held on Monday 5 October 2015 were signed as a true and accurate record.

110 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.

111 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Matt Booth	112.2 EDDC Returning Officer's Report	Personal	Remained in the Chamber during discussion and voting	Subject of agenda item
Cllr Matt Booth	112.3 Request to join the Tourism & Economy Cttee	Personal	Remained in the Chamber during discussion and voting	Subject of agenda item

CLlr John Rayson	117 Sidmouth Independent Christmas Shopping Challenge	Personal	Remained in the Chamber during discussion and voting	Sidmouth Chamber of Commerce member
CLlr Paul Wright	117 Sidmouth Independent Christmas Shopping Challenge	Personal	Remained in the Chamber during discussion and voting	Sidmouth Chamber of Commerce member
CLlr Stuart Hughes	117 Sidmouth Independent Christmas Shopping Challenge	Personal	Remained in the Chamber during discussion and voting	Donation from Locality Budget to Shopping Challenge
CLlr Ian Barlow	117 Sidmouth Independent Christmas Shopping Challenge	Personal	Remained in the Chamber during discussion and voting	Donation made to Shopping Challenge
CLlr Simon Pollentine	117 Sidmouth Independent Christmas Shopping Challenge	Personal	Remained in the Chamber during discussion and voting	Shopping Challenge participants are business competitors
CLlr Frances Newth	119 Manor Pavilion Theatre Management Steering Committee	Personal	Remained in the Chamber during discussion and voting	Former representative Manor Pavilion Theatre Management Steering Committee
CLlr Matt Booth	120 Eastern Town Regeneration Scoping Exercise	Personal	Remained in the Chamber during discussion and voting	Drill Hall Hub CIC Director
CLlr Louise Cole	120 Eastern Town Regeneration Scoping Exercise	Personal	Remained in the Chamber during discussion and voting	Drill Hall Hub CIC Director
CLlr Matt Booth	121 Licensing Act 2003 and Gambling Act 2005	Personal	Remained in the Chamber during discussion and voting	EDDC Licensing Cttee Member
CLlr John Dyson	121 Licensing Act 2003 and Gambling Act 2005	Personal	Remained in the Chamber during discussion and voting	EDDC Licensing Cttee Member
CLlr Matt Booth	123 East Devon Local Plan	Personal	Remained in the Chamber during discussion and voting	EDDC Member
CLlr Stuart Hughes	123 East Devon Local Plan	Personal	Remained in the Chamber during discussion and voting	EDDC Member
CLlr Dawn Manley	123 East Devon Local Plan	Personal	Remained in the Chamber during discussion and voting	EDDC Member
CLlr Matt Booth	125 Potential Transfer of Knowle Open Space from East Devon District Council	Personal	Remained in the Chamber during discussion and voting	EDDC Member

112 Matters of Urgency or Report from the Chairman

112.1

- The Chairman welcomed newly elected Town Councillor Matt Booth.
- The Chairman reported that Councillor Dent had had an accident and was currently in Derriford Hospital; he would send a get well card from the Council.
- The Chairman reminded Members that Sunday 8 November 2015 was Remembrance Day and encouraged as many Members as possible to attend the War Memorial or join the parade which would form up outside the Co-op store at 10.30am. Wreaths would

also be placed by Members of the Town Council at Sidford, Sidbury and Salcombe Regis.

- The Chairman reported that the Christmas Lights would be switched on by Matt Rodgers of Heart FM at 5.30pm on Saturday 14 November. The Chamber of Commerce had invited Members of the Council to Blinis at 6pm.
- The Chairman reported that the Town Council offices would be closed on Thursday 24 December 2015 and would reopen on Monday 4 January 2016.
- The Chairman reported that the District Council had invited four Members of each Parish and Town Council to attend a meeting to be held on Tuesday 1 December 2015 between 6pm and 8.45pm. Presentations would be made by Devon County Council Leader John Hart, Devon and Cornwall Police Commissioner Tony Hogg and East Devon District Council Leader Paul Diviani.

112.2 The Chairman asked Members to receive the report from the EDDC Returning Officer following the recent election in the West Ward.

RESOLVED: That the report from the EDDC Returning Officer be noted.

112.3 The Chairman asked Members to consider Councillor Booth's request to join the Tourism & Economy Committee.

RESOLVED: that Councillor Booth be appointed as a Member of the Tourism & Economy Committee.

113 Public Open Question Time

- In the absence of Councillor Dent the Chairman read his question to County Councillor Hughes regarding the timetable for the County Council Transport Study which is especially relevant for parking issues in Sidmouth. County Councillor Hughes responded that the County Council's funding was very limited for design and construction and although there would be a Scoping Study carried out in early 2016, with the Town Council as consultee, low cost/quick win solutions would be sought which did not require major investment.

114 Police Report

Sgt Andy Squires presented the police report for October 2015 which showed a total of 23 incidents compared to 40 incidents in October 2014, which was a reduction of 42.5%. Year to date figures showed a total of 365 incidents compared to 403 incidents in 2014; a reduction of 9.4%. He also reported that he had a supply of alarmed shed padlocks which were available for purchase at £7 each.

115 Committee/Working Group Reports

115.1 Planning Committee Reports

Councillor Dyson, Chairman of the Planning Committee presented the reports of the Planning Committee meetings held on Wednesdays 7 and 21 October 2015.

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

116 Reports from Members with Special Responsibilities

116.1 Finance Report

Councillor Dyson presented the September 2015 Finance Report.

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

117 Sidmouth Independent Christmas Shopping Challenge

Members were asked to consider a request for funding received from Claire Jenkins, who was working on behalf of the Chamber of Commerce to organise the Independent Christmas Shopping Challenge.

RESOLVED: that the Town Council support the Sidmouth Independent Christmas Shopping Challenge in the sum of £150 to be used to purchase two banners which would be able to be used for a number of years. The banners would have the Town Council Crest and 'Supported by Sidmouth Town Council' on them.

118 Telephone Box at Burnt Oak, Sidbury

Members were asked to consider a request received from Sidbury resident; Mr Webb. He asked whether the Town Council would purchase the old telephone box at Burnt Oak, Sidbury from British Telecom on the same basis as that for the residents of Fortescue, Sidmouth. He would then be willing to renovate and maintain the box along with another resident who lived nearby at Hillside.

RESOLVED: that Sidmouth Town Council would adopt the telephone box at Burnt Oak, Sidbury at an adoption charge of £1.00. Mr. Webb and other Sidbury residents would take responsibility for the refurbishment and any ongoing maintenance required.

119 Manor Pavilion Theatre Management Steering Committee

The District Council asked for a new Town Council representative on the Manor Pavilion Theatre Management Steering Committee. Councillor Dyson currently acted as Deputy for this role but there had always been two representatives from the Town Council on the Steering Committee.

RESOLVED: that Councillor Wright be appointed to act as the Town Council representative on the Manor Pavilion Theatre Management Steering Committee with Councillor Dyson continuing as Deputy.

120 Eastern Town Regeneration Scoping Exercise

Following discussions between the Town and District Councils, stemming from the negotiations on the proposed transfer of Knowle to the Town Council, it was proposed that a Scoping Exercise be undertaken to start the process of looking at regeneration of Eastern Town. A Scoping Exercise is a preliminary analysis and study to establish what a potential project could involve, what the risks and possible difficulties are, likely cost and how such a project should be organised and tackled. East Devon District Council as the main landowner, would fund the majority of the costs of the study and in partnership Sidmouth Town Council contribute £2000 towards the exercise. To start the regeneration process with a maximum of transparency, the scoping exercise would include a consultation exercise with key stakeholders and interest groups.

RESOLVED: that Sidmouth Town Council would contribute £2,000 towards an Eastern Town Regeneration Scoping Exercise which would act as a module of any forthcoming Neighbourhood Plan.

121 Licensing Act 2003 and Gambling Act 2005

Statement of Licensing Policy – Statutory Consultation

Before the District Council determined policy statements they were consulting with a wide range of organisations and individuals including Town and Parish Councils and their own District Councillors. A copy of the draft policy documents including consultation response forms could be downloaded from the EDDC licensing hub.

RESOLVED: that the EDDC Licensing Act 2003 and Gambling Act 2005 Statement of Licensing Policy draft documents be noted.

122 Moving and Improving Questionnaire

Members were asked to consider an email received from East Devon District Council.

RESOLVED: that Members would complete the online EDDC Moving and Improving questionnaire individually.

123 East Devon Local Plan

Members were asked to consider an email received from the District Council. The East Devon Local Plan Inspector had asked that EDDC consult on additional changes to the local plan. The

consultation would run from Friday 16 October 2015 to 12.00 Noon on Monday 30 November 2015. These changes and further information about the consultation could be viewed on the District Council web site.

RESOLVED: that the Town Clerk would make representation on various inconsistencies found between sections of the Local Plan report compared to the Table of Proposed Changes.

PART 'B'

124 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.

125 Potential Transfer of Knowle Open Space from East Devon District Council

The Chairman reported that he along with Councillor Barlow and the Town Clerk had several meetings with Richard Cohen, East Devon District Council regarding the potential transfer of Knowle Open Space to the Town Council. He asked Members whether they wished the negotiations to continue between the two Councils.

RESOLVED: that the Chairman, Councillor Barlow and the Town Clerk would continue negotiations with the District Council with regard to the potential transfer of Knowle open space to the Council.

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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 4th November 2015**

Councillors present:- John Dyson (Chairman)
Ian Barlow (Vice-Chairman)
David Addis
Jack Brokenshire
Michael Earthey
Marc Kilsbie
Ian McKenzie-Edwards
John Rayson
Simon Pollentine

Apologies:- Kelvin Dent
Jeff Turner

The meeting started at 6.30pm and finished at 7.25pm.

264 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr John Rayson	15/2245/FUL 4 Fortfield Gardens, Sidmouth, EX10 8SE	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.
Cllr Simon Pollentine	15/2245/FUL 4 Fortfield Gardens, Sidmouth, EX10 8SE	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.
Cllr Ian Barlow	15/2245/FUL 4 Fortfield Gardens, Sidmouth, EX10 8SE	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.

265 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.

266 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.

267 Matters of Report

The Planning Clerk reported that application 15/1170/FUL Oak Bridge, Lane Past Sidbury Manor, Sidbury, EX10 0SE had been withdrawn.

Applications for consideration

268 15/1703/FUL COFFEE#1 LTD FORMER TRUMPS OF SIDMOUTH, 36 FORE STREET,
East Ward SIDMOUTH, EX10 8AQ

	Support		Change of use from Class A1 (shop) to mixed Class A1/A3 (restaurants and cafes) use and external alterations, including alterations to shop front. <i>Amended plans received relating to revisions to layout of proposed internal staircase.</i>
269	15/1705/LBC <i>East Ward</i>	COFFEE#1 LTD	FORMER TRUMPS OF SIDMOUTH, 36 FORE STREET, SIDMOUTH, EX10 8AQ Alterations to shopfront and signage including installation of a ramped access; alterations to windows on Cross Lane including provision of a new door; and internal alterations including new staircase and partitions. <i>Amended plans received relating to revisions to layout of proposed internal staircase.</i>
	Support subject to the agreement of the Conservation Officer.		
270	15/2400/FUL <i>Primley Ward</i>	MR AND MRS A WORTHINGTON	16 YARDE HILL ORCHARD, SIDMOUTH, EX10 9JZ Construction of single storey rear extension to form new kitchen, dining room and utility room/lobby.
	Support		
271	15/2454/FUL <i>Primley Ward</i>	MR MARTIN SCOTT	32 PRIMLEY ROAD, SIDMOUTH, EX10 9LD Demolition of existing single storey garage and construction of single storey side/rear extension and porch to front.
	Support		
272	15/2183/FUL <i>Salcombe Regis Ward</i>	MR MARK LANGDOWN	SALCOMBE REGIS CAMPING AND CARAVAN PARK, SALCOMBE REGIS, SIDMOUTH, EX10 0JH Construction of two storey extension on east elevation and increase of existing roof height (resubmission of 15/1334/FUL with reduced eaves and ridge height and different facing materials). <i>Amended plans received relating to amendments to roof.</i>
	Support:		
	Note: Members supported this application unanimously as they had done previously. Members were strongly of the view that the application should be granted as the property would be well screened and was of a sympathetic design especially in comparison to other larger buildings of industrial design in close vicinity to the site. If required, Members requested that the application be referred to the Development Management Committee for a decision to be made.		
273	15/2385/FUL <i>Salcombe Regis Ward</i>	MR AND MRS PETER TINSLEY	CRAIG, SALCOMBE HILL ROAD, SIDMOUTH, EX10 8JR Construction of single storey extension and porch.
	Support		
274	15/2410/LBC <i>Sidbury Ward</i>	MR MICHAEL TYTHERLEIGH	70 CHAPEL STREET, SIDBURY, EX10 0RQ Re-thatching of front elevation in water reed with a wrap over flush ridge.

Support subject to the agreement of the Conservation Officer.

- 275** 15/2245/FUL MR RICHARD SCADDEN 4 FORTFIELD GARDENS, SIDMOUTH, EX10 8SE
South Ward Single storey side extension and alterations to
boundary wall.
Support
- 276** 15/2346/ADV CYCLE SERVICE LTD OLD POST OFFICE, VICARAGE ROAD, SIDMOUTH,
South Ward EX10 8TP
Display of 2 no non-illuminated wall mounted signs.

Deferred:

This item was deferred pending receipt of the listed building consent application requested by the planning authority from the applicant.

- 277** 15/2341/FUL MR AND MRS ALASTAIR OAKDOWN HOLIDAY PARK, WESTON, SIDMOUTH,
Adjoining Parish FRANKS EX10 0PT
Extension to reception building.
Support

278 Tree Exemption Reports

No Tree Exemptions works were reported.

279 Unsupported Decisions

Planning Application 15/2128/FUL

Stoneycroft, Sid Road, Sidmouth.

Proposed extension and carport.

Town Council

District Council

Unable to support

Granted

Planning Application 15/2031/FUL

York Street Car Park, Land between 23 and 24 York Street, Sidmouth, EX10 8BN.

Construction of two detached garages.

Town Council

District Council

Unable to support

Granted

280 Appeals

No Appeals were reported.

281 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 25th November 2015**

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

Apologies:- Stuart Hughes
 Dawn Manley

The meeting started at 6.30pm and finished at 8.00 pm.

282 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr David Addis	15/2626/AGR Land at Springfield Lane, Land northwest of Sid Valley Country House Hotel, Sidbury.	Personal Interest	Remained in the Chamber during discussion but did not vote.	Acquainted with the applicant.
Cllr Simon Pollentine	15/2512/FUL 24 Tyrell Mead, Sidmouth, EX10 9TP.	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the applicant.
Cllr Simon Pollentine	15/2323/FUL Bay Lodge, York Street, Sidmouth, EX10 8BH	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.
Cllr John Rayson	15/2323/FUL Bay Lodge, York Street, Sidmouth, EX10 8BH	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.
Cllr Ian Barlow	15/2323/FUL Bay Lodge, York Street, Sidmouth, EX10 8BH.	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with the agent.

283 Minutes

The Minutes of the Planning Committee meetings held on Wednesday 7th and 21st October 2015 were signed as a true and accurate record.

284 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.

285 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

- | | | | |
|------------|---|---------------------------|--|
| 286 | 15/2230/FUL
<i>South Ward</i> | LIONS CLUB OF
SIDMOUTH | CONSERVATIVE CLUB, RADWAY PLACE,
SIDMOUTH, EX10 8TL
Erection of wooden commemorative notice cabinet. |
| | Support | | |
| 287 | 15/2231/LBC
<i>South Ward</i> | LIONS CLUB OF
SIDMOUTH | CONSERVATIVE CLUB, RADWAY PLACE,
SIDMOUTH, EX10 8TL
Erection of wooden commemorative notice cabinet. |
| | Support subject to the agreement of the Conservation Officer. | | |
| 288 | 15/2346/ADV
<i>South Ward</i> | CYCLE SERVICE LTD | THE OLD POST OFFICE, VICARAGE ROAD,
SIDMOUTH, EX10 8TP
Display of 2 no non-illuminated wall mounted signs. |

RESOLVED:

- 1) that the sign on the side elevation be APPROVED.
- 2) that the sign on the front elevation be REFUSED for the following reasons:
 - Members considered that the sign on the front elevation detracted from the symmetry of the building and exceeded the dimensions allowed under the Council's Advertisement policy.
 - Note: Members would prefer to see the sign reduced in size and moved over the central arch of the building or a smaller hanging sign.

- | | | | |
|------------|---|-------------------|--|
| 289 | 15/2515/FUL
<i>Sidford Ward</i> | MRS J HOBBS | RIVENDALE, 44 HARCOT LANE EAST, SIDFORD,
EX10 9RP
Construction of extension to side of property. |
| | Support | | |
| 290 | 15/2577/LBC
<i>Sidford Ward</i> | DR JOHN HEMS | 1 LABURNUM COTTAGES, CHURCH STREET,
SIDFORD, EX10 9RA
Re-render façade with lime mortar and replacement of sills where necessary; replace front canopy and door. |
| | Support | | |
| 291 | 15/2626/AGR
<i>Sidbury Ward</i> | MR PHIL BRADBURY | LAND AT SPRINGFIELD LANE, LAND NORTHWEST OF
SID VALLEY COUNTRY HOUSE HOTEL, SIDBURY
Agricultural storage building. |
| | Support | | |
| 292 | 15/2422/FUL
<i>Salcombe Regis Ward</i> | MR & MRS P NELSON | SID HOUSE, SID ROAD, SIDMOUTH, EX10 9AH
Alteration of garage doors, installation of steps to side and window to front at first floor level. |

Deferred:

This item was deferred to the next meeting to be considered with the Listed Building Consent application submitted.

- 293** 15/2498/FUL MR C DENNING 23 PRIMLEY MEAD, SIDMOUTH, EX10 9LQ
Primley Ward Removal of existing garage and construction of single storey side extension.
Support
- 294** 15/2512/FUL MR N COLLINS 24 TYRELL MEAD, SIDMOUTH, EX10 9TP
Primley Ward Formation of new vehicular access, construction of detached single garage and re-siting of existing garden screen wall.
Support
- 295** 15/2605/FUL MR KENTON MATHYS 42 PRIMLEY ROAD, SIDMOUTH, EX10 9LF
Primley Ward Construction of single storey side and rear extensions.
Support
- 296** 15/2324/FUL MR J FITZGEORGE BAY LODGE, YORK STREET, SIDMOUTH, EX10 8BH
East Ward Conversion of storerooms, kitchen and bathroom to form a one bedroom dwelling (retrospective application).
Support
- 297** 15/2568/LBC THE MOCHA MOCHA RESTAURANT, PROSPECT PLACE,
East Ward RESTAURANT SIDMOUTH, EX10 8AS
Internal alterations to provide toilets and block access between Mocha and Prospect Plaice Restaurants.

Support subject to the agreement of the Conservation Officer.

Tree Application for Decision

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

- 298** 15/2364/TRE MRS WHITNEY DYERS MEADOW, BYES LANE, SIDFORD
Sidford Ward PARMENTER T1 – Ash: Remove 2nd order branch as identified in risk assessment making 1 no, 300mm pruning cut.

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

299 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.

- 15/2538/TCA MR VEASEY 5 PORCH COTTAGES, CHURCH STREET, SIDFORD,
Sidford Ward EX10 9RG
T1, Horse Chestnut: Reduce height and shape by 1.5-2m to leave a height of 11-12m and a spread of 5-6m.

Deferred pending receipt of the Arboricultural Officer's report.

300 Tree Exemption Reports

1 Burnside, Bickwell Valley, Sidmouth, EX10 8RF

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to fell a dead Apple tree which was 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 requirements to seek the consent of the Council under Regulation 15 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). There is a duty under the Act to plant replacement trees when trees are removed under this exception. In this instance, replanting will be required in the first planting season following removal (November to March). The tree should be a Wisteria floribunda with a minimum girth of 8-10cms.

301 Unsupported Decisions

Planning Application 14/2994/FUL

Land rear of 19-20 Fore Street, Sidmouth.

Demolition of outbuilding and construction of a pair of semi-detached houses and construction of a boundary wall.

Town Council	District Council
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Supported	Refused
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Planning Application 15/2189/FUL

19 Windsor Mead, Sidford, EX10 9SJ

Construction of extensions to front and rear elevations to provide additional bedroom, including balcony, and single storey rear extension.

Town Council	District Council
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Supported	Refused
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302 Appeals

No Appeals were reported.

303 Enforcement Letters

No Enforcement letters were received.

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CHAIRMAN OF THE PLANNING COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 7 - October 2015**

	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	58	11,935	16,000	4,065
Christmas Lighting & Switch-on	0	0	8,800	8,800
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	5,190	22,693	8,000	-14,693
Donation to Hopper Bus (Income)	5	-15,120	0	15,120
Noticeboards and Fingerposts	0	2,215	2,500	285
Sidmouth Information Centre	5,000	10,000	21,600	11,600
Drinking Fountain, Sidbury	11	31	100	69
Annual Report Printing/Distribution	0	635	1,000	365
Parish Paths Partnership Payments	5	108	0	-108
Parish Paths Partnership (Income)	0	-2,774	0	2,774
	£10,269	£29,723	£85,500	£55,777

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	2,000	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	0	600	600
Sand bags	0	0	1,500	1,500
Youth Service Support	6,000	24,000	24,000	0
Seagulls Management	0	192	450	258
Sidmouth App / Promotion	0	0	2,000	2,000
Donation to use of Party Tent (Income)	0	-25	0	25
Donation to Red Arrows Display (Income)	-6,847	-13,247	0	13,247
Woolley Bequest Payments	0	1,220	0	-1,220
Woolley Bequest (Income)	-50	-350	0	350
	£1,103	£53,980	£98,350	£44,370

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 7 - October 2015

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	199	1,824	3,800	1,976
Woolcombe House Business Rate	2,880	5,760	5,800	40
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446
Woolcombe House-General Maintenance	318	3,191	5,800	2,609
Woolcombe House Grounds	76	544	1,200	656
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
	£3,473	£18,763	£40,240	£21,477

Other Property

Alma Lane Field	0	150	500	350
Alma Lane Field (Income)	0	-50	0	50
Manstone Youth Centre	327	6,556	12,000	5,444
Manstone Youth Centre (Income)	0	-48	0	48
Manstone Sports and Play Areas	0	0	5,000	5,000
Long Park & Play Area	0	40	8,000	7,960
Other Additional Play Areas	0	0	10,000	10,000
Seafront Amenity Building	447	5,382	20,000	14,618
Stowford Community Centre	0	85	5,000	4,915
Conservatory Maintenance	0	455	1,000	545
Fire Beacon Stewardship (Income)	0	0	0	0
Sidmouth Golf Club (Income)	0	0	-5	-5
Elec Pole Rent (Income)	0	-38	-35	3
	£774	£12,532	£61,460	£48,928

Trust Property - The Ham

The Ham Ground Mtce	0	0	4,103	4,103
The Ham Other Mtce	-1	173	2,500	2,327
The Ham Play Equipment	0	0	1,300	1,300
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	18	301	500	199
The Ham Rent (Income)	0	-7,660	-8,125	-465

Manstone

Manstone Land Ground Mtce	0	0	500	500
Manstone Other Maintenance	0	185	1,600	1,415
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	-476	-950	-474

Salcombe Regis

S.R. Allotment Field Rent (Income)	0	0	-1	-1
S.R. Recreation Field (water)	21	72	250	178
S.R. Recreation Field Rent (Income)	0	0	-2	-2
	£38	-£7,405	£5,675	£13,080

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 7 - October 2015

	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	79	329	2,000	1,671
Members Expenses/Training	220	411	1,000	589
Elections	4,296	4,296	7,000	2,704
Civic & Hospitality	13	199	1,000	801
Civic Regalia	0	0	2,500	2,500
	£4,608	£10,167	£19,000	£8,833
<u>Staff</u>				
Salaries	7,055	49,473	90,000	40,527
Pensions	1,388	9,730	18,000	8,270
Staff Eye Tests	0	0	100	100
Training & Conferences	0	0	1,000	1,000
Officers Expenses	0	15	100	85
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	-165	0	165
	£8,443	£59,053	£99,200	£40,147
<u>Office Expenses</u>				
Postage	73	409	1,500	1,091
Stationery	277	1,173	1,500	327
Telephone	605	2,050	3,000	950
Subscriptions	0	1,947	2,000	53
Photocopier	128	840	1,500	660
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	203	390	1,200	810
Bank Charges	10	35	0	-35
Bank Interest Received (Income)	-203	-913	0	913
	£1,093	£14,079	£22,800	£8,721

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 7 - October 2015

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	10,269	29,723	85,500	55,777
Discretionary Expenditure	1,103	53,980	98,350	44,370
Woolcombe House	3,473	18,763	40,240	21,477
Other Freehold Property	774	12,532	61,460	48,928
Trust Property	38	-7,405	5,675	13,080
Members	4,608	10,167	19,000	8,833
Staff	8,443	59,053	99,200	40,147
Office Expenses	1,093	14,079	22,800	8,721
Precept Received	0	-413,328	-413,328	0
Council Tax Support Grant	0	-18,898	-18,897	1
Net Income over Expenditure	£29,801	-£241,334	£0	£241,334

Current/Deposit Bank Accounts

£692,521

of which

Woolley Bequest

£54,350

Earmarked Reserves

£278,969