

# SIDMOUTH TOWN COUNCIL



WOOLCOMBE HOUSE  
WOOLCOMBE LANE  
SIDMOUTH  
DEVON  
EX10 9BB

Telephone: 01395 512424  
Email: [enquiries@sidmouth.gov.uk](mailto:enquiries@sidmouth.gov.uk)  
Website: [www.sidmouth.gov.uk](http://www.sidmouth.gov.uk)  
VAT Reg. No. 142 3103 24

To: All Members of the Town Council  
District Councillors for Sidmouth not on the Town Council  
County Councillor for Sidmouth not on the Town Council  
Town Clerk

28 July 2014

Dear Sir/Madam,

## Meeting of Sidmouth Town Council Monday 4 August 2014 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,

A handwritten signature in black ink, appearing to read 'Chris Holland', written over a horizontal line.

**Christopher E Holland**  
Town Clerk

## A G E N D A

	<u>Page/s</u>
<b><u>PART 'A'</u></b>	
1 <b>Prayers</b> Prayers will be taken by the Reverend Alistair McKenna.	
2 <b>Apologies</b> To receive any apologies for absence.	
3 <b>Minutes</b> To confirm the minutes of the meetings of the Town Council held on Monday 7 July 2014.	4 – 8
4 <b>Declarations of Interest</b> 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 <b>Matters of Urgency</b> 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 July 2014 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 2 and 16 July 2014. 9 – 16  
9.2 Property and Maintenance Committee Report  
To receive the report of the Property and Maintenance Committee meeting held on Monday 14 July 2014 and to note that two recommendations arising from that Committee will be dealt with in part B of the Agenda. 17 – 18
- 10 **Reports from Members with Special Responsibilities**  
10.1 Finance Report  
To receive the Finance Report for June 2014. 19 – 21  
10.2 Other Reports from Members with Special Responsibilities  
To receive other notified reports from other Members.
- 11 **Parishes Together Fund**  
To receive an update from the Town Clerk. Members are reminded to forward their suggestions to the Town Clerk prior to the meeting.
- 12 **Town Council Traffic Management Group**  
To receive items from Members for discussion at the next meeting of the Traffic Management Group to be held at 10.30am on Tuesday 19 August 2014.
- 13 **Return Of Decision Making Powers To East Devon District Council – Trees**  
Further to the July 2012 Council meeting when the possible return of decision making powers with regard to trees was discussed it is now time for this issue to be reviewed.

14 **Notice of Conclusion of Audit**

The audit of Sidmouth Town Council's accounts for the year ended 31 March 2014 has been concluded on 18 June 2014 by Grant Thornton UK LLP.

The External Auditor report states that: 'On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'

The Conclusion of Audit Notice has been duly displayed for a period of at least 14 days.

15 **Rotary Wishing Well**

The Rotary Club is contemplating the erection of a Wishing Well in a prominent place in Sidmouth. To negate the requirement for a permanent street collection licence it would need to be located on Council property possibly The Ham, The Triangle or Blackmore Gardens. What they propose is a purpose built, permanent structure to a design that would blend in with the surroundings and be an attraction in its own right. They have asked for the Town Council's views on the feasibility of this idea and whether such a scheme would find approval.

16 **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'**

17 **Recommendations from Property and Maintenance Committee**

To consider the following recommendations from the Property and Maintenance Committee held on Monday 14 July 2014:

- 1) that the Council installs an automatic locking system to the Conservatory at Blackmore Gardens as quoted for by the Council's contractor.
- 2) that the Council repairs and updates the Jubilee Lights at the Three Corned Plot/Triangle to the latest safety standards as recommended and quoted for by the Council's contractor using Woolley Bequest funding.