

SIDMOUTH TOWN COUNCIL



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DEVON
EX10 9BB

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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

23 December 2014

Dear Sir/Madam,

Meeting of Sidmouth Town Council Monday 5 January 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,

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

PART 'A'

Page/s

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|---|---|-------|
| 1 | Prayers
Prayers will be taken by the Reverend Susie Williams. | |
| 2 | Apologies
To receive any apologies for absence. | |
| 3 | Minutes
To confirm the minutes of the meetings of the Town Council held on Monday 1 December 2014. | 3 – 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 December 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 3 and 17 December 2014. 7 – 16

9.2 Tourism & Economy Committee Reports

To receive the report of the Tourism & Economy Committee meeting held on Monday 8 December 2014. 17 – 19

10 Reports from Members with Special Responsibilities

10.1 Finance Report

To receive the Finance Report for November 2014. 20 – 23

10.2 Sidmouth Hopper

To receive the attached report from Councillor Dyson. 24

10.3 Other Reports from Members with Special Responsibilities

To receive other notified reports from other Members.

11 Cycling Event 2015

Alistair Cope from Velo Ventures will attend this meeting to give a presentation and will ask whether the Town Council would be interested in working together on a proposal to introduce and establish an annual cycling event in Sidmouth.

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 its chosen date of 11 November.

Forthcoming Council and Committee meetings:

- 7 January 2015 – Planning Committee
- 19 January 2015 – Council (Estimates and Grants)
- 21 January 2015 – Planning Committee
- 2 February 2015 – Council

SIDMOUTH TOWN COUNCIL
Minutes of the meeting of Sidmouth Town Council
held at the Council Chamber, Woolcombe House, Sidmouth,
on Monday 1 December 2014 at 6.30pm

Ward	Councillors Present:
Sidmouth North	Stuart Hughes Dawn Manley Peter Sullivan
Sidmouth South	Kelvin Dent John Dyson Mary Jolly
Sidmouth East	Frances Newth Simon Pollentine
Sidmouth West	Ann Liverton Graham Liverton
Primley	Jeff Turner (Vice-Chairman)
Sidford	Jack Brokenshire Ian McKenzie-Edwards
Sidbury	Christine Drew John Hollick (Chairman)
Salcombe Regis	Ian Barlow David Barratt
Apologies	David Addis, Chris Wale

The meeting started at 6.30pm and finished at 9.15pm.

PART 'A'

113 Prayers

Prayers were taken by Councillor Graham Liverton.

114 Minutes

The minutes of the meetings of the Town Council held on Monday 3 November 2014 were signed as a true and accurate record.

115 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Cllr Stuart Hughes	122 Sidmouth Beach Management Plan	Personal	Remained in the Chamber during discussion and voting	South West Regional Coastal Cttee
Cllr Frances Newth	122 Sidmouth Beach Management Plan	Personal	Remained in the Chamber during discussion and voting	EDDC Beach Management Cttee
Cllr Stuart Hughes	123 Woolbrook Cycle Link	Personal	Remained in the Chamber during discussion and voting	DCC Portfolio Holder Highways Mgt
Cllr Peter Sullivan	123 Woolbrook Cycle Link	Personal	Remained in the Chamber during discussion and voting	EDDC Development Management Cttee
Cllr Simon Pollentine	126 Use of Long Park by Sidmouth Rugby Club Juniors	Personal	Remained in the Chamber during discussion and voting	Sidmouth Rugby Club member

116 Matters of Urgency or Report from the Chairman

- The Chairman reported that a letter had been received advising that the Post Office at Sidbury would be temporarily closed from 31 December 2014 following the retirement of the sub postmaster.
- The Chairman reported that the Town Council offices would be closed from Wednesday 24 December 2014 and would reopen on Monday 5 January 2015.

117 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.

118 Public Open Question Time

- Mr David Ambrose reported that the surface flooding in Temple Street was very bad on occasions and asked if the Town Council would request that Devon County Council repair the drains as a priority. County Councillor Hughes reported that a camera survey would be carried out and then the necessary work would be scheduled.
- Mr Richard Eley reported that he believed the draft report for Pennington Point should be revised to reduce the erosion rate in order to save the Alma Bridge, river Sid and eastern town.
- Mr Richard Eley suggested that the Town Council should request that the District Council delay their decision to move from Sidmouth until the outcome of the Local Government reorganisation was known.
- Cllr Liverton asked that the Town Clerk respond to the report in the Sidmouth Herald regarding The Ham playground. The Town Clerk responded that the damage to the playing surfaces was being investigated and that such issues should be reported directly to the Town Council who could take action more swiftly rather than in the newspapers.
- Cllr Brokenshire reported that there were problems with the drains in Sidford and asked when the last time that the drains had been cleared. County Councillor Hughes reported that the drains had been cleared on 25 September 2014 but that the deluge on 15 November had caused more problems with leaves and debris blocking the drains.

119 Police Report

Sgt Andy Squires presented the police report for November 2014 which showed a total of 27 incidents compared to 31 incidents recorded in November 2013; representing a 12.9% decrease.

120 Committee/Working Group Reports

120.1 Planning Committee Reports

Councillor Dyson, Chairman of the Planning Committee presented the reports of the Planning Committee meetings held on Wednesdays 5 and 19 November 2014.

RESOLVED: That the Planning Committee reports be noted.

120.2 Youth Provision Working Group

Councillor Mrs Liverton, Chairman of the Youth Provision Working Group gave a report on the four meetings held and the progress made so far; more details would be presented under the Part B item.

RESOLVED: That the Youth Provision Working Group report be noted.

120.3 Property & Maintenance Committee Report

Councillor Barlow, Vice Chairman of the Property & Maintenance Committee presented the report of the Property & Maintenance Committee meeting held on Monday 10 November 2014.

RESOLVED: That the Property & Maintenance Committee report be noted.

121 Reports from Members with Special Responsibilities

121.1 Finance Report

Councillor Dyson presented the October 2014 Finance Report.

RESOLVED: That the October 2014 Finance Report be noted and agreed.

121.2 Improvements to A303

Councillor Dyson reported on his attendance at a recent County Council consultation meeting regarding proposed improvements to the A303.

RESOLVED: That Councillor Dyson's report be noted.

122 Sidmouth Beach Management Plan

Keith Steele, EDDC attended the meeting to give an update regarding the Sidmouth Beach Management Plan. At a meeting held on 7 January 2013 it was resolved that whilst Sidmouth Town Council supported the Beach Management Plan in principle any financial contribution from the Town Council would not be considered until after the brief had been completed and the shortfall to the tender was known. Mr Steele reported that the total contract was £80,000 with funding commitments received so far from EDDC £27,000, Environment Agency £35,000 and Cliff Road residents £7,5000. Mr Steele asked whether Members would consider a contribution of £10,000 from the Town Council towards the Sidmouth Beach Management Plan.

RESOLVED: that Sidmouth Town Council contributes £10,000 towards the Sidmouth Beach Management Plan.

123 Woolbrook Cycle Link

Mike Baker, Principal Engineer for Jacobs working for Devon County Council presented the latest scheme proposals to the Council and asked for comments on the route of a temporary footpath around the works whilst the works were being carried out.

RESOLVED: that Mr Baker's report be noted.

124 Local Government Boundary Commission

Mr Phil Norrey, Devon County Council had written to inform that the Commission has opened its consultation inviting proposals for a new pattern of electoral divisions for Devon. The Commission was minded to recommend that 60 County Councillors should be elected to Devon County Council in future. The Commission now invited proposals from the Town Council, interested parties and members of the public on a pattern of electoral divisions to accommodate those councillors. The consultation would end on 19 January 2015.

RESOLVED: that the Council responds to the consultation recommending that the Sidbury should be reinstated with Sidmouth, Sidford and Salcombe Regis in the Sidmouth Coastal County Council Division and not part of Ottery St. Mary.

125 Defibrillators

Councillor Barratt reported on his progress with a project to install a Community Public Access defibrillator into Sidmouth; this could be attached to the external wall of the Market Place building. Councillor Barratt asked Members to consider a contribution of £1,500 towards this project.

RESOLVED: That Sidmouth Town Council would contribute £1,500 towards the defibrillator project.

126 Use of Long Park by Sidmouth Rugby Club Juniors

Chris FitzHenry, Sidmouth RFC Juniors had written to request use of Long Park on Sunday mornings for some of their junior rugby teams.

RESOLVED: that permission be granted in principle; with delegated power being given to the Town Clerk to liaise with Sidmouth Junior Vikings Football Club to ensure that there was no conflict of usage.

127 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'

128 Youth Provision Working Group

Councillor Ann Liverton gave a report on the financial and staff implications resulting from the initial four meetings and outlined the Youth Provision Working Group proposals.

RESOLVED: that:

1. The Council commission delivery of youth services at Manstone Youth Centre using Young Devon to supply and employ fully qualified youth workers to run youth sessions for three nights per week; initially for one year with a view to continuing longer term if successful.
2. The Council accepts the Tenancy at Will or an Interim Lease from the County Council for the Manstone Youth Centre building. This would be a full repairing lease with a break clause for major repairs with an option for freehold transfer at any point.
3. The Council releases £5,000 from earmarked reserves and the remaining 2014/15 Youth Provision budget of £3,467, to enable Young Devon to commence the youth sessions from January 2015.
4. The Council includes an appropriate sum in the 2015/16 budget to cover the costs of commissioning youth services and maintaining the building for 12 months.
5. The Youth Provision Working Group would remain in place to consult with other local interested individuals and organisations including the Salvation Army and YMCA in order to develop the service, maximise future use of the building and to achieve ongoing funding and consider potential cost savings.

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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 3 December 2014**

Councillors present:- David Barratt (Vice Chairman in the Chair)
David Addis
Ian Barlow
Jack Brokenshire
Kelvin Dent
John Hollick
Mary Jolly
Ann Liverton
Graham Liverton
Dawn Manley
Ian McKenzie-Edwards
Simon Pollentine
Jeff Turner

Apologies John Dyson
Stuart Hughes
Chris Wale

The meeting started at 6.30pm and finished at 9.00 pm.

In the absence of the Chairman, Councillor Simon Pollentine was elected as Vice Chairman for the meeting.

253 Declarations of Interest

Declarations of Interest were received as follows:-

Name	Item Number	Type	Action Taken	Details
Cllr Kelvin Dent	14/2568/FUL Churchills, Convent Road, Sidmouth, EX10 8RD	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with applicant.
Cllr Kelvin Dent	14/2738/FUL 7 Orchard Close, Sidford, Sidmouth, EX10 9RF	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with applicant.
Cllr Ian Barlow	14/2783/FUL Sidbury Chapel, Greenhead, Sidbury.	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with agent.
Cllr Ian Barlow	14/2619/OUT Land adjacent to Sidmouth Garden Centre, Sidford, Sidmouth.	Disclosable pecuniary interest.	Did not take part in discussion and voting	Applicant is a Member of Sidmouth Town Council

254 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.

255 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.

Town and Parish Councils are Statutory Consultees to the Local Planning Authority and as such do not make decisions apart from applications for advertising consents and trees. The Town Council's Planning Committee is required to make known its willingness to support, or not, planning applications based on local knowledge and current planning policies in order that these views can be taken into account when the decision is made by the District Council as Planning Authority.

256 Amended Plans Received

14/2296/FUL <i>North Ward</i>	MR AND MRS JOHNSTONE	20 TEMPLE STREET, SIDMOUTH, EX10 9AY Construction of rear conservatory. <i>Amendment relate to conservatory fenestration and removal of high level glazing.</i>
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Support

Applications for consideration

257 <i>West Ward</i>	14/2796/FUL MR AND MRS C CANTELL	21 BALFOURS, SIDMOUTH, EX10 9EF Construction of single storey side extension and chimney.
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Support

258 <i>South Ward</i>	14/2568/FUL ABBEYFIELD SIDMOUTH SOCIETY LTD	COTMATON HOUSE, COTMATON ROAD, SIDMOUTH, EX10 8QT Construction of open fronted covered yard.
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Support

259 <i>South Ward</i>	14/2684/FUL MR R MILLS	CHURCHILLS, CONVENT ROAD, SIDMOUTH, EX10 8RD Construction of a greenhouse.
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Support

260 <i>Sidford Ward</i>	14/2738/FUL MR PAUL GOODWIN	7 ORCHARD CLOSE, SIDFORD, SIDMOUTH, EX10 9RF Construction of rear single storey extension.
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Support

261 <i>Sidbury Ward</i>	14/2658/FUL MRS KAY CHAPMAN	SAND COTTAGE, RONCOMBE LANE, SIDBURY, EX10 0QL Retrospective application for construction of 1.8 metre high boundary fence and gate.
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Support

262 <i>Sidbury Ward</i>	14/2783/FUL MR R HEARD	SIDBURY CHAPEL, GREENHEAD, SIDBURY Proposed parking, layby, pedestrian access and re-grading of bank.
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Support

Note: Members supported this application unanimously as they had done previously. Members again considered that the proposal would enable a dangerous access to be closed and would provide safer access to a building which is in need of renovation and development. If required, Members requested that the application should be referred to the Development Management Committee for a decision to be made.

263	14/2669/FUL <i>Salcombe Regis Ward</i>	MR & MRS GILLANDERS	SALCOMBE CLOSE HOUSE, SID LANE, SIDMOUTH, EX10 9AW Single storey extension.
	Support		
264	14/2742/FUL <i>Primley Ward</i>	MRS S PRATT	14 SUMMERFIELD, SIDMOUTH, EX10 9RY Demolition of existing dwelling and construction of five chalet bungalows with associated garden sheds.
	Members were unable to support this application for the following reason: Members considered that the proposed dwellings would be out of keeping with the street scene by reason of design.		
265	14/2589/FUL <i>North Ward</i>	MR PAUL SHILLINGFORD	80 BETJEMAN CLOSE, SIDMOUTH, EX10 9FG Construction of 1 metre high fence and gate to front boundary.
	Support		
266	14/2619/OUT <i>North Ward</i>	D BURROUGHS & I BARLOW	LAND ADJACENT TO SIDMOUTH GARDEN CENTRE, STOWFORD, SIDMOUTH Construction of 2 no. business units (outline application detailing access, appearance, layout and scale; matters reserved – landscaping).
	Members were unable to support this application for the following reasons:		
	<ul style="list-style-type: none"> • Contrary to Policy EN1 – Developments affecting Areas of Outstanding Natural Beauty: Building in the AONB was only justified in exceptional circumstances and Members did not consider this application to be an exceptional circumstance. • Members had concerns that by granting this application the principle of allowing further building in the AONB would be established. • Members had concerns that the development would lead to increased traffic on what they considered was already a dangerous junction. • Members acknowledged that they had previously supported the application for a veterinary practice on the site but noted that that had been a special case as it was a business appropriate for the countryside. • Members considered that if this application were to be granted Members were of the view that it would be the first step towards establishing a new employment site in the AONB which they could not support. 		
	(2 letters of objection were received)		
267	14/2763/LBC <i>East Ward</i>	DR MARY ERVINE	BRIDGE COTTAGE, MILL STREET, SIDMOUTH, EX10 8DW Re render existing property.
	Support subject to the agreement of the Conservation Officer.		
268	Tree Application for Decision		
	14/2504/TRE <i>South Ward</i>	THE LAURELS (SIDMOUTH) MANAGEMENT LTD	STREET RECORD, THE LAURELS, SIDMOUTH, EX10 8UX T271, T274, T290 & T291 – Western Red Cedar – Fell T315 – Larch – Fell T280 – Ash – Reduce crown by 3 metres

T288 – Horse Chestnut – Cut back over building by 2 metres.

SPLIT DECISION (a part of the application has been refused and a part approved).

The Council hereby GRANTS permission to carry out work described below subject to the following conditions:

To crown reduce the ash tree T280 and fell the Western Red Cedar Tree 290.

1. The works hereby consented to shall be carried out within a period of 2 years from the date of this decision notice.
(Reason - To ensure that the works are carried out within a reasonable period of time.)
2. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work - Recommendations).
(Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)
3. Pruning works shall be carried out in accordance with the following restrictions:
(i) Crown reduction of Ash tree (280) by a maximum of: 3m with final cut size limited to a diameter of 100mm.
(Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)

The Council hereby REFUSES permission to carry out work described below for the following reasons:

Fell trees 271, 274, 291 and 315

1. Trees 271, 274, 291 and 315 the extent of decay appears to be very limited with insufficient evidence provided by the applicant to justify removal.
Tree 208. The tree has no identifiable defects and no risk assessment has been supplied to establish whether the tree poses an unacceptable risk to the adjacent property.
The trees contribute to the collective treescape and visual amenity of the locality, providing a setting to the Laurels and visual separation between adjacent properties.

Note: Members would recommend that a management plan for the site be considered.

14/2526/TRE MRS LAMBERT
South Ward

9 SIDMOUNT GARDENS, SIDMOUTH,
EX10 8XQ

T1 Ash – Remove epicormic growth and low branches up to the fork at 6m

T2 Ash – Remove low growth at 4m on the stem

T3 Turkey Oak – Remove epicormic shoots up to 5m, 10% crown thin and shorten 1st order branch at 5m by 1m

T4 Sycamore – Remove 1 branch at 5m on south east side and 1 branch on south west side

T5 Ash – Shorten low branch on north side at 5m and remove epicormic growth to main fork at 6m

SPLIT DECISION (a part of the application has been refused and a part approved).

The Council hereby GRANTS permission to carry out work described below subject to the following conditions:

T3 Turkey Oak - First order branch growing to the east at 5 metres - Reduce in length by up to 1 metre with no cuts above 75 mm in diameter.

1. The works hereby consented to shall be carried out within a period of 2 years from the date of this decision notice.
(Reason - To ensure that the works are carried out within a reasonable period of time.)

2. The works hereby consented to shall be carried out in accordance with British Standard 3998: 2010 (Tree Work - Recommendations).
(Reason - In the interests of amenity and to ensure the works are carried out in a satisfactory manner.)

The Council hereby REFUSES permission to carry out work described below for the following reasons:

T1 Ash - Remove epicormic growth and low branches up to the fork at 6m;

T2 Ash - Remove low growth at 4m on the stem;

T3 Turkey Oak - Remove epicormic shoots up to 5m, 10% crown thin and shorten 1st order branch at 5m by 1m;

T4 Sycamore - Remove 1 branch at 5m on south east side and 1 branch on south west side;

T5 Ash - Shorten low branch on north side at 5m & remove epicormic growth to main fork at 6m.

1. These trees have suffered repeated works and ought not to be stressed further. The proposed work specifications will not achieve the desired effect. Works to achieve the goal of more light in the garden would be too drastic for these trees to withstand. The scale of the proposed works would exceed the recommendations in Tree Works - Recommendations, BS3998:2010 in terms of advice in relation to crown lifting and the guidance in relation to the amount of leaf bearing material removed. Further pruning may be appropriate when the physiological condition of the trees has improved.

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

14/2558/TCA MR BURNELL
South Ward

LIME TREE HOUSE, MUTTERSMOOR ROAD,
SIDMOUTH, EX10 8RH

T1, Red Oak – Shorten second and third order branches by 1-2m to leave a spread of approximately 6m NSEW with a reduction in height of 1-2m.

This application was withdrawn by the applicant

14/2595/TCA MRS WILLIAMS
East Ward

FLAT 1, NORTON GARTH, STATION ROAD,
SIDMOUTH, EX10 8NY

T1 Eucalyptus: Remove 2nd order branch to East at 2m above ground making 1 x 200mm cut.

Works noted

14/2668/TCA MR SPENCER JARRETT
South Ward

FORTFIELD LAWN, MANOR ROAD, SIDMOUTH
T1 Ash – Reduce height by 2 metres and North East and West lateral spread by 2 metres. Maximum diameter of cuts 50mm.

Works noted

14/2661/TCA MRS A CHARNOCK
Salcombe Regis
Ward

1 SIDLEIGH, SID ROAD, SIDMOUTH, EX10 9DE
T6, Sycamore – Fell

Works noted

270 Tree Exemption Reports

Cedar Shade, All Saints Road, Sidmouth.

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to a dead Beech tree at the above address which was considered to be an exception to the usual requirements of the Conservation Area.

The works in question were considered to be an exception from the normal requirement to seek the consent of this 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).

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 Sweet Chestnut (*Castanea sativa*) with a minimum girth of 8-10cms. This replacement tree will be covered by the existing Tree Preservation Order.

Farthingwood, Broadway, Sidmouth, EX10 8HS

The Planning Clerk reported a letter from East Devon District Council regarding the proposed works to a lime tree at the above address which had failed in the recent storms which was considered to be an exception to the usual requirements of the Conservation Area.

The works in question were considered to be an exception from the normal requirement to seek the consent of this 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).

There is no duty under the Act to plant replacement trees when trees have blown over.

Replacement planting cannot be enforced in this situation.

271 Unsupported Decisions

Planning Application No. 14/1786/FUL

Land opposite 3 Millford Avenue, Sidmouth.

Construction of detached dwelling

Town Council	District Council
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Unable to support	Granted
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272 Appeals

No appeals were received.

273 Enforcement Letters

No Enforcement letters were received.

274 Matters of Report/Delegated Planning Decisions

Members had asked for further clarification about the delegated rules for Planning Applications adopted by East Devon District Council as part of their constitution. For Householder applications Members were advised that Ward Members did not have the automatic right to take applications to the Development Management Committee. The decision to take a householder application to Committee rested with the Chairman of the Development Management Committee.

Members were advised that in the case of application 14/1884/FUL Driftwood, 10 Connaught Close, whilst the Ward Members had requested that the application be referred to Development Management Committee, the Chairman had refused the request allowing the application to be decided under the delegated scheme.

RESOLVED:

that a letter be sent to the Chairman of the Development Management Committee to advise her of the Planning Committee's disappointment with her decision in the face of their opposition to the application (14/1884/FUL) and that of the Ward Members, with a copy of that letter being sent to all Town and Parish Councils in the East Devon District.

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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 17 December 2014**

Councillors present:- John Dyson (Chairman)
David Barratt (Vice-Chairman)
David Addis
Kelvin Dent
John Hollick
Simon Pollentine

Apologies Ian Barlow
Jack Brokenshire
Mary Jolly
Ann Liverton
Graham Liverton
Dawn Manley
Ian McKenzie-Edwards
Jeff Turner

The meeting started at 6.30pm and finished at 7.30 pm.

275 Declarations of Interest

Declarations of Interest were received as follows:-

Name	Item Number	Type	Action Taken	Details
Cllr Simon Pollentine	14/2789/LBC Rose Cottage, Coburg Road, Sidmouth, EX10 8NF	Personal Interest	Remained in the Chamber during discussion and voting.	Acquainted with applicant and agent.
Cllr David Barratt	14/2769/FUL Joules, Old Fore Street, Sidmouth, EX10 8LS	Personal Interest	Remained in the Chamber during discussion and voting.	Daughter is the Manager of Joules.
All Members of the Planning Committee	14/1865/ADV Stowford Rise Community Centre, Chambers Close, Sidmouth, EX10 9YL	Personal Interest	Remained in the Chamber during discussion and voting.	The Council is the Applicant's landlord.

276 Minutes

The Chairman signed as a true and accurate record the Minutes of the Planning Committee meetings held on Wednesday 5th November and 19th November 2014.

277 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.

278 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.

Town and Parish Councils are Statutory Consultees to the Local Planning Authority and as such do not make decisions apart from applications for advertising consents and trees. The Town Council's Planning Committee is required to make known its willingness to support, or not, planning applications based on local knowledge and current planning policies in order that these views can be taken into account when the decision is made by the District Council as Planning Authority.

279 Amended Plans Received

14/1485/FUL MR SIMON WHELAN 81 BETJEMAN CLOSE (Land Adj to) SIDMOUTH, EX10 9FG
North Ward

Construction of a single residential dwelling and all associated works. *Amendments related to revised red line boundary on location plan and additional plan indicating parking arrangements.*

The amendments to the proposal did not address the issues raised by Members and as such did not alter the Committee's previous view. Whilst Members acknowledged that the parking arrangements proposed were satisfactory, Members remained of the view that the new dwelling would be overdevelopment of the site by reason of the cramped layout and would have an adverse effect on the amenity of neighbouring properties by reason of its close proximity to the neighbours' boundary. Members noted that the Environment Agency had advised that there was a low risk of flooding.

280 Matters of Report

The Planning Clerk reported that Application 14/2619/OUT Construction of 2no business units (outline application detailing access, appearance layout and scale; matters reserved –landscaping) at Land Adjacent to Sidmouth Garden Centre, Stowford, Sidmouth had been withdrawn by the Applicant.

Applications for consideration

281 14/2789/LBC DR J & K KENT ROSE COTTAGE, COBURG ROAD, SIDMOUTH, EX10 8NF
East Ward

Replacement kitchen bay window with bi-fold doors, alterations to steps and guttering, amended bathroom layout, replace floor boards, replace door and architraves on first floor, removal of chimney stub on south-west elevation, strengthening and installation of steel beams and installation of partition wall.

Support subject to the agreement of the Conservation Officer.

282 14/2769/FUL JOULES LTD JOULES, OLD FORE STREET, SIDMOUTH, EX10 8LS
East Ward

Installation of air conditioning unit and acoustic screen (retrospective application).

Support

Note: Members requested that if the application were to be granted, prior to this a consultation process should be undertaken with the site neighbours to obtain if possible an agreement on the colour of the unit. Members also requested that if the application were to be granted, there be a condition imposed that the unit should only be operated during shop opening hours to limit noise emissions.

283 14/2838/FUL LOADACE LTD MONDAYS CHILD (FLATS ABOVE JOULES), OLD FORE STREET, SIDMOUTH, EX10 8LS
East Ward

Construction of three balconies (retrospective application).

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

- The balconies were so substantial so as to have an overbearing effect on neighbouring properties.
- The balconies were a new intrusion into the conservation area which would adversely affect the amenity of neighbours.
- There was insufficient justification provided with regards to a need for balconies on the site.

284 14/1865/ADV MRS STOWFORD RISE COMMUNITY CENTRE, CHAMBERS CLOSE,
North Ward JEANNETTE SIDMOUTH, EX10 9YL
 JONES Resiting of entrance sign.

Approved

285 14/2579/FUL MR STUART STARCOMBE FARM, SIDBURY, SIDMOUTH, EX10 0QN
Sidbury Ward PLUNKETT Construction of garden shed.

Support

286 14/2893/FUL MS H STOKES SHANDON, COREWAY, SIDFORD, SIDMOUTH, EX10 9SD
Sidford Ward Single storey extension.

Support

287 14/2701/FUL MR & MRS A WAYSIDE, BICKWELL VALLEY, SIDMOUTH, EX10 8SG
South Ward TORJUSSEN Garage conversion to include dormer and balcony to form ancillary accommodation.

Support

288 14/2818/FUL MR IAN WHITE ST DAVIDS, FORTFIELD TERRACE, SIDMOUTH, EX10 8NT
South Ward Construction of shed.

Support

Note: Members noted that the applicant already had permission for the erection of a shed under planning application number 12/1456/FUL and recommended that if the application were to be granted, there be a condition imposed which would only allow one of the sheds to be built.

289 14/2802/FUL MR K JONES 26 WOOLBROOK PARK, SIDMOUTH, EX10 9DX
West Ward Construction of single storey rear extension.

Support

290 14/2786/FUL MR J 1 BENNETTS HILL, SIDMOUTH, EX10 9XH
West Ward MCLAUGHLIN Construction of single storey side extension.

Support

291 **Tree Application for Decision**
 14/2663/TRE MRS A 1 SIDLEIGH, SID ROAD, SIDMOUTH, EX10 9DE
Salcombe Regis CHARNOCK T3 & T4, Sycamore – Fell
 T5, Monterey Cypress – Reduce and tidy storm damaged branches.

APPROVED Subject to the conditions recommended in the Arboricultural Officers Report.

- 292 Tree Exemption Reports**
No Tree Exemption letters were received.
- 293 Unsupported Decisions**
No unsupported decisions were received.
- 294 Appeals**
No Appeals were received.
- 295 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 8 December 2014 at 6.30 pm

Councillors present: - Simon Pollentine (Chairman)
 Chris Wale (Vice-Chairman)
 Ian Barlow
 David Barratt
 Jack Brokenshire
 John Dyson
 John Hollick
 Ann Liverton
 Graham Liverton
 Dawn Manley
 Ian McKenzie-Edwards

Apologies: Stuart Hughes, Mary Jolly

The meeting started at 6:30pm and finished at 8.20pm

PART 'A'

13 Minutes

The Minutes of the Tourism & Economy Committee meeting held on Monday 16 June 2014 were signed as a true and accurate record.

14 Declarations of Interest

Name	Item Number	Type	Action Taken	Details
Simon Pollentine	21 Town Guide and Information Centre Income & Expenditure	Personal	Remained in Chamber	Town Directory Advertiser
Ian Barlow	21 Town Guide and Information Centre Income & Expenditure	Personal	Remained in Chamber	Town Guide Advertiser

15 Matters of Urgency

- The Chairman congratulated the Chamber of Commerce on the very successful Late Night Shopping event held on Friday 5 December 2014.
- The Chairman reported that he would be attending a 'Have Your Say: Tourism in the South West' event at the Royal Albert Memorial Museum in Exeter on Monday 12 January 2015.
- The Chairman reported that he would be attending a meeting at Sidmouth Rugby Club on Monday 15 December 2014 held to discuss how Grass Roots clubs could achieve benefit from the 2015 Rugby World Cup.

16 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.

17 Information Centre Manager's Report

Jeff Bailey, Information Centre Manager, presented the Information Centre report.

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

18 Town Guide Distribution Figures

The Chairman reported the latest Guide distribution figures which showed that 18,985 2014 guides had been posted out and there had been 161,514 hits on the Visit Sidmouth website so far this year.

RESOLVED: That the Guide distribution figures be noted and idea of e-shots be investigated.

19 Report from S106 Future Projects TaFF – Improving Sidmouth Consultation

At the October Council meeting it was resolved that relevant project items from the S106 Future Projects TaFF report would be forwarded to the Tourism and Economy meeting for discussion with Members and Chamber of Commerce representatives. The Chairman had brought forward two of these items for discussion/update:

- a) Provision of a Boat Jetty/Pontoon/Pier.
- b) Re introduction of the appearance of the Red Arrows into Sidmouth calendar.

RESOLVED: That:

- 1) Provision of a Boat Jetty/Pontoon/Pier – be supported in principle and an agenda item to set up a working group to undertake a long term investigation/analysis it included on the first Tourism & Economy Committee meeting agenda after the May 2015 elections. In the interim period, the District Council would be made aware of the Town Council's intention to pursue this project.
- 2) Re-introduction of the appearance of the Red Arrows into Sidmouth calendar be supported – Councillor Barlow would check the availability and express an interest for Sidmouth to host the Red Arrows during the 2015 Sidmouth Regatta week. The financial support for this proposal would be considered at the January 2015 budget meeting.

20 Matters Raised By Invited Representatives

Steven Kendall-Torry asked Members to consider employing an individual as an Event Co-ordinator to assist the Chamber of Commerce and other Sidmouth voluntary organisations to manage their events throughout the year.

RESOLVED: That a Community meeting be held with the Chamber of Commerce, Science Festival, Carnival and other organisations to discuss this proposal further in order to ascertain the exact needs of groups and individuals when organising events.

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.

21 Town Guide and Information Centre Income and Expenditure

The Chairman presented details of income and expenditure for the year to October 2014 in respect of the Guide and Information Centre.

RESOLVED: That the Income and Expenditure reports for October 2014 be noted.

22 Sidmouth Information Centre Task and Finish Forum Recommendation

The Sidmouth Information Centre Task and Finish Forum had completed an examination into the service provided and costs associated with the provision of an Information Centre. The Chairman of the TaFF updated Members on the forum's work and it's recommendations.

RESOLVED: That:

- 1) the Council makes a 10% reduction on the existing £24,000 grant for providing the Sidmouth Information Centre from the financial year 2015/16.

- 2) the Town Clerk and Sidmouth Information Centre Manager, in consultation with the Chairman of Tourism be asked to make further savings during the financial year.

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CHAIRMAN OF THE TOURISM & ECONOMY COMMITTEE

**Sidmouth Town Council - Detailed Income and Expenditure Report
Month 8 - November 2014**

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Council Services</u>				
Public Conveniences	0	0	27,000	27,000
Public Conveniences-Mtce Sidbury/Manstone	0	410	1,000	590
Flower Beds, Planters & Watering	2,647	14,226	16,000	1,774
Donation to Floral Features (Income)	0	-1,025	0	1,025
Christmas Lighting & Switch-on	0	0	7,800	7,800
Donation to Christmas Lighting (Income)	0	0	-1,500	-1,500
Sidmouth Hopper Bus	0	22,458	7,000	-15,458
Donation to Hopper Bus (Income)	50	-15,374	0	15,374
Notice boards and Fingerposts	0	1,300	1,300	0
Sidmouth Information Centre	7,000	17,000	24,000	7,000
Drinking Fountain, Sidbury	0	0	100	100
Annual Report Printing/Distribution	0	648	1,000	352
War Memorials	0	1,589	3,000	1,411
Parish Paths Partnership Payments	0	1,678	0	-1,678
Parish Paths Partnership (Income)	0	-3,280	0	3,280
	£9,697	£39,630	£86,700	£47,070

Discretionary Expenditure

Grants	0	12,000	12,000	0
Folk Week & Children's Festival	0	20,000	20,000	0
Folk Week Social Dance & Family Tickets	0	10,000	10,000	0
Boat Jetty (former Jurassic Coast Marine Links)	0	5,000	25,000	20,000
Manor Pavilion/Arts Centre	0	0	5,000	5,000
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	0	1,733	5,200	3,467
Seagulls Management	0	0	4,550	4,550
Donation to use of Party Tent (Income)	0	-25	0	25
Town Entrance Signs	0	455	890	435
Tourism Reserve	0	0	3,000	3,000
Woolley Bequest Payments	0	2,398	0	-2,398
Woolley Bequest (Income)	0	-500	0	500
	£0	£51,061	£88,540	£37,479

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2014

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Woolcombe House</u>				
Services Gas/Water/Elec	157	2,110	3,300	1,190
Woolcombe House Business Rate	0	5,652	5,800	148
Woolcombe House (Loan Interest&Repayment)	0	7,444	14,890	7,446
Woolcombe House-General Maintenance	357	3,090	5,500	2,410
Woolcombe House Grounds	76	660	1,000	340
Woolcombe House Building Reserve	0	0	2,000	2,000
Council Chamber Hire (Income)	0	-200	0	200
Band Hut Repairs	0	340	250	-90
	£590	£19,096	£32,740	£13,644
<u>Other Freehold Property</u>				
Fire Beacon Nature Reserve	0	0	100	100
Fire Beacon Stewardship (Income)	0	-3,788	0	3,788
Alma Lane Field	0	2,363	985	-1,378
Manstone Sports and Play Areas	185	300	4,600	4,300
Long Park & Play Area	0	43	12,000	11,957
Seafront Amenity Building	1,181	5,463	20,000	14,537
Stowford Community Centre Reserve	0	0	15,000	15,000
Conservatory Maintenance	130	491	1,000	509
Sidmouth Golf Club (Income)	0	-5	0	5
Elec Pole Rent (Income)	0	-39	-30	9
	£1,496	£4,828	£53,655	£48,827
<u>Trust Property</u>				
<u>The Ham</u>				
The Ham Ground Mtce	0	0	4,101	4,101
The Ham Other Mtce	0	257	2,500	2,243
The Ham Play Equipment	0	1,190	1,300	110
The Ham Reserve	0	0	2,000	2,000
The Ham 3Phase Power	0	481	1,500	1,019
The Ham Rent (Income)	0	-7,660	-8,125	-465
<u>Manstone</u>				
Manstone Land Ground Mtce	0	0	1,500	1,500
Manstone Other Maintenance	0	0	1,600	1,600
Manstone Reserve	0	0	2,000	2,000
Manstone Rent (Income)	0	-476	-950	-474
<u>Salcombe Regis</u>				
S.R. Allotment Field Rent (Income)	0	0	-100	-100
S.R. Recreation Field	150	205	250	45
S.R. Recreation Field Rent (Income)	0	-1	-1	0
	£150	-£6,004	£7,575	£13,579

Sidmouth Town Council - Detailed Income and Expenditure Report

Month 8 - November 2014

	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
<u>Members</u>				
Members/Chairman's Allowances	0	5,215	5,500	285
Chairman's Expenses	21	560	2,000	1,440
Members Expenses/Training	20	311	450	139
Elections	0	0	5,000	5,000
Civic Hospitality	420	825	1,000	175
Civic Regalia	1,076	2,544	2,500	-44
	£1,537	£9,455	£16,450	£6,995
<u>Staff</u>				
Salaries	6,807	54,681	90,000	35,319
Pensions	1,355	11,132	16,000	4,868
Staff Eye Tests	0	0	100	100
Training & Conferences	0	45	1,000	955
Officers Expenses	0	20	100	80
Tourism/Promotion Admin (Income)	0	0	-10,000	-10,000
Advert Planning Fees (Income)	0	-138	0	138
	£8,162	£65,740	£97,200	£31,460
<u>Office Expenses</u>				
Postage	83	370	1,500	1,130
Stationery	219	703	1,500	797
Telephone	0	2,182	2,500	318
Subscriptions	35	1,939	1,900	-39
Photocopier	0	721	1,300	579
Internet, website and webcams	0	330	500	170
Computer Software Contracts	104	1,000	1,000	0
Computer Maintenance Contingency	352	887	3,000	2,113
Advertisements	25	105	500	395
Audit	0	1,600	1,600	0
Insurance	0	7,684	4,800	-2,884
Sundry	129	652	850	198
Bank Interest Received (Income)	-335	-1,133	0	1,133
	£612	£17,040	£20,950	£3,910

Sidmouth Town Council - Detailed Income and Expenditure Report
Month 8 - November 2014

Expense Group Totals	Actual Current Month	Actual Year to Date	Current Annual Budget	Budget Variance
Council Services	9,697	39,630	86,700	47,070
Discretionary Expenditure	0	51,061	88,540	37,479
Woolcombe House	590	19,096	32,740	13,644
Other Freehold Property	1,496	4,828	53,655	48,827
Trust Property	150	-6,004	7,575	13,579
Members	1,537	9,455	16,450	6,995
Staff	8,162	65,740	97,200	31,460
Office Expenses	612	17,040	20,950	3,910
Precept Received	0	-381,578	-381,578	0
Council Tax Support Grant	0	-22,232	-22,232	0
Net Income over Expenditure	£22,244	-£202,964	£0	£202,964

Current/Deposit Bank Accounts £567,776.18

of which

Woolley Bequest £56,543.64

Earmarked Reserves & Holding Accounts £200,034.73

Sidmouth Hopper 2014

After the good weather in 2013, we were treated to even more consistent summer sunshine in 2014, and the Sidmouth Hopper service duly continued its record-breaking run, with 16,120 passengers. This year Mike Higgs from Sidbury joined the team of drivers, and has proved a worthy successor to Jim Tucker. The service continues to be well received, with a number of favourable comments being received by the Council office. However there are a number of occasions when demand exceeds the 16 seats on the bus, for which no easy solution is possible. Hatch Green Coaches have continued to provide a good service, although we have had two service breaks this year which have caused problems for a handful of passengers.

Financially the service continues to be sustainable within the town's resources, as is shown below. New business contributors continue to arise, and for the first time I have received two unsolicited offers of support from small businesses in the town. The number of supporters continues to grow, and I believe this will continue in 2015. Last year the SVA's Keith Owen Fund confirmed a 3-year arrangement with a minimum of £7,500 to complement the rising business support. I therefore welcome the proposal to raise the Council's support to £8,000 for next summer – the first increase for eight years.

Income		Expenditure	
Sidmouth Businesses	7,750	Hatch Green Coaches	21,452
SVA Keith Owen Fund	7,500	Bus Graphics	488
Sidmouth Town Council	7,000	Leaflets	440
Donations	<u>124</u>	Other	<u>78</u>
Total	<u>22,374</u>	Total	<u>22,458</u>

Business Contributors:

Brend Hotels, Donkey Sanctuary, Harbour Hotel, Salcombe Regis CP, Sidmouth Hospitality Assn Anchor Inn, Bedford Hotel, Bedford Lawn CP, Clock Tower Restaurant, Oakdown CP, Potbury's, Riviera Hotel, Royal Glen Hotel, Royal York & Faulkner Hotel, Sea Salt, Sidmouth Hotels, Sidmouth Chamber of Commerce, Sidmouth Garden Centre.

4Homes, Delderfields, Dunscombe Manor, Fields, Flo & Us, Goviers, Hair Loft, The Longhouse, Mount Pleasant hotel, Osborne's, Polka, Pure Indulgence, Sidmouth Design, Southcombe Guest House, Sweetcoombe Cottage Holidays, Taste of Sidmouth, Tasty Baguette, Vinnicombes, White Horse Café.

The Future – some possibilities – feedback welcome

1 Do we extend the period of operation? Start earlier or finish later? Run during Folk Week?

2 Do we have a second bus in peak weeks, and split the routes East and West of the Triangle? This would allow a shorter circuit time, giving at least one extra circuit to reduce overcrowding.

3 Do we include Otterton and Ladram Bay in the West route, to balance the circuits?